

### **Site Meeting Guidance Notes**

The purpose of the site visit is to enable the Planning Committee Members to assess the application in its setting.

All site visits will be undertaken by the full Planning Committee, in private. As an objector, you will be entitled to address the Planning Committee at the reconvened meeting.

As an applicant, you will only be allowed to address the Planning committee in response to verbal presentations by objectors.

Please note the following:

- The officer's report on the application is available to all interested parties that request a copy; the report will also be available at [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk);
- All requests to address the Committee must be made in writing to the Head of Planning at least three clear working days before the site visit (i.e. for a site visit being held on a Thursday, the request must be received by the Head of Planning by 12 noon the previous Friday);
- Two objectors per planning application may address the Committee provided a request is made in writing to the Head of Planning at least three clear working days before meeting. The Committee chairman will ask each speaker to confine themselves to a maximum of five minutes each;
- The applicant shall be advised at least 24 hours before the site visit, of any objector wishing to speak.

Full details of the adopted Protocol may be obtained from the Local Planning Office or on-line at [www.carmarthenshire.gov.uk](http://www.carmarthenshire.gov.uk).

It should be noted that the Council's Elected Members and Officers have powers to enter on to private land and property in connection with the determination of planning applications.

These provisions do not extend to representatives of Town or Community Councils.

The owner of the land may choose to exercise the right to prevent access.