



# Planning & Economic Development Overview & Scrutiny Panel

## Agenda

6.00 pm Thursday 13 January 2005  
Committee Room 1, Bourne Hill, Salisbury  
Contact Officer: Sara Draper 01722 434345

### 1. Apologies

### 2. [Public Questions/Statement time](#)

To receive any questions or statements from members of the public regarding items on this agenda.

*Fifteen minutes have been set aside to allow members of the public to ask questions/make statements relating to matters that are within the remit of the Panel. Questions or Statements are required to be submitted (either by fax or by email) to Sara Draper in Democratic Services by 12 noon on the day prior to the meeting and anyone wishing to ask a question is advised to contact Sara, who will provide advice and/or a question submission proforma, if required*

*Contact Officer: Sara Draper, Salisbury District Council, Tel. 01722 434345, Fax 01722 434478, email [sdraper@salisbury.gov.uk](mailto:sdraper@salisbury.gov.uk)*

### 3. Councillor Statement/Question Time

Fifteen minutes will be set aside to allow Councillors to ask questions or to make statements relating to matters falling within the Panel's remit. A Councillor wishing to ask a question (or make a statement) under this Agenda Item is required to submit their question (or statement) to the relevant contact officer (see below) no less than 7 working days in advance of the meeting date. It should also be noted that the Member asking the question (or making the statement) is entitled to ask one supplementary question (or make one supplementary statement) without notice. The 7 working day advance submission requirement may be relaxed should the Chairman consider a question (or statement) to be of an urgent nature.

*Contact Officer: Sara Draper Salisbury District Council (01722) 434345*

### 4. [Minutes of last meeting](#)

To approve the minutes of the last meeting held on 8<sup>th</sup> December 2004 (previously circulated).

### 5. Declarations of interest

To receive declarations of interest from Members present.

### 6. [Planning and Economic Development Draft Portfolio Plan](#)

To consider the attached draft portfolio plan and make any recommendations to Cabinet.

Contact officer: Sara Draper Tel: 01722 434345

### 7. [Shop Front Design Leaflet](#)

Members to consider the attached report of the Conservation Officer.

Contact officer: Jocelyn Sage Tel: 01722 434387

### 8. Update on Scrutiny Reviews

To receive any verbal updates from the lead member from each of the working groups currently progressing scrutiny reviews.

Contact officer: Sara Draper Tel: 01722 434345

**9. Date of Next Meeting**

Members are requested to consider holding the next Planning & Economic Development Scrutiny Panel meeting on Monday 14<sup>th</sup> February at 6pm.

**10. Matters, if any, which by reason of special circumstances the Chairman decides should be considered as a matter of urgency.**



**Richard Sheard**  
Chief Executive  
5<sup>th</sup> January 2005