

**Salisbury District Council**  
The Council House, Bourne Hill, Salisbury, SP1 3UZ  
Officer to contact: Arabella Davies 01722 434250

## Notice

**A meeting of**                    **The Western Area Committee**  
**Will be held at**            **Wilton Middle School, Wilton**  
**On**                                **Thursday 4<sup>th</sup> November 2004 at 4.30 p.m.**

*(A map showing the location of the School is set out overleaf)*



**Richard Sheard**  
Chief Executive

26<sup>th</sup> October 2004

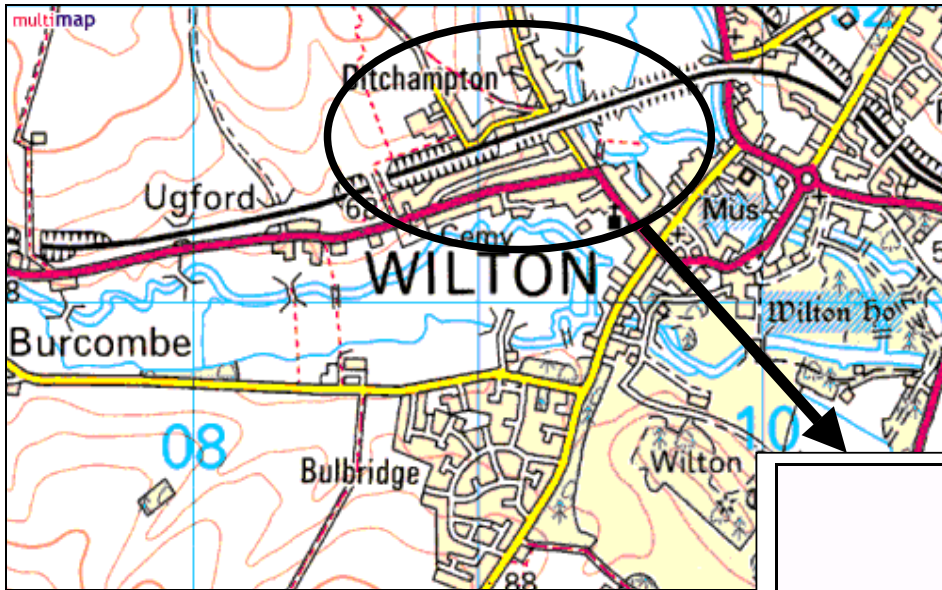
---

## IMPORTANT NOTES

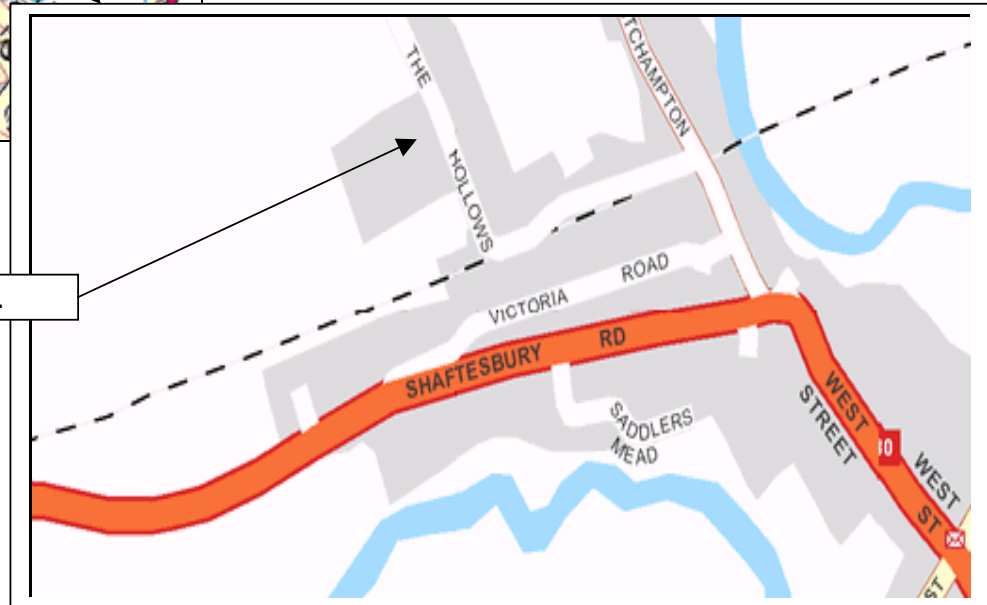
---

1. **Speaking Rights:** *Members of the public wishing to address the Committee upon any of the matters set out within Part 2 (Planning Matters) of the Agenda should contact Arabella Davies, the Area Co-ordinator, before the meeting (preferably two working days before) on 01722 434250, who can provide a guidance leaflet and answer queries you may have.*
2. **Running Order and Timings:** *The running order of the Agenda (including individual Planning Applications) is at the discretion of the Chairman and may not always follow the sequence as listed in the Agenda. In order to ensure you are present during the consideration of a particular Agenda Item (wherever it may appear on the list of Items to be considered), Councillors and members of the public are advised to be present at the meeting from the commencement of the meeting as set out above.*
3. **Maps:** *All maps are reproduced from Ordnance Survey mapping with the permission of the Controller of Her Majesty's Stationary Office © Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings*

# Wilton Middle School Location Map



**WILTON MIDDLE SCHOOL**



**PART I  
PROCEDURAL & COMMITTEE BUSINESS**

---

	<b>Time allocation (Approx)</b>
<p><b>1. Apologies:</b> To receive any apologies for absence</p>	
<p><b>2. Public Statement/Question Time</b> Fifteen minutes will be set aside to allow members of the public to ask questions or to make statements relating to the Western Area. Anyone wishing to ask a question should contact Arabella Davies, Area Co-ordinator, who will provide advice and a leaflet explaining how Public Question Time works. (A public question time form is attached to this agenda)</p> <p>Contact Officer: Arabella Davies, Tel 01722 434250</p>	
<p><b>3. Councillor Statement/Question Time:</b> Fifteen minutes will be set aside to allow Councillors to ask questions or to make statements relating to the Western Area of Salisbury District. 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 Committee meeting date. A question may be asked (or a statement made) on any matter which falls within the terms of reference of the Western Area Committee and the Member asking the question (or making the statement) is entitled to ask one supplementary question (or make one supplementary statement) without notice.</p> <p>The 7 working day advance submission requirement may be relaxed should the Chairman consider a question (or statement) to be of an urgent nature.</p> <p>Contact Officer: Arabella Davies, Tel 01722 434250</p>	<b>15 MINS</b>  <b>4.30 pm to 4.45 pm (approx)</b>
<p><b>4. Minutes of the last Meeting:</b> To approve the minutes of the last meeting held on 7<sup>th</sup> October (previously circulated).</p>	
<p><b>5. Declarations of Interest:</b> To receive declarations of interest from District Councillors, County Councillors, Parish Councillors and officers present.</p>	
<p><b>6. Chairman's Announcements:</b> To receive any announcements.</p>	

---

**PART 3  
PLANNING MATTERS**

	<b>Time allocation (Approx)</b>
<p><b>7. Planning Applications:</b> To consider the planning applications set out in the attached report of the Head of Development Services. Please note that a schedule of site visits will be circulated separately.</p> <p><i>The lead officer at committee is there to advise on matters of policy and to present the overview. If members have a detailed question to ask, as a result of reading a report, they are requested to contact the relevant case officer, prior to the meeting, so unnecessary deferrals can be avoided.</i></p> <p>Background Papers (see reports for details)</p> <p>Contact Officer: (see reports for details).</p>	<p><b>1 hr 30 mins (approx)</b></p> <p><b>4.45 pm to 6.15 pm</b></p>

**PART 3  
COMMUNITY MATTERS**

	<b>Time allocation (Approx)</b>
<p><b>8. Wiltshire Wildlife Presentation</b> Susan Glock, Community Projects Co-ordinator for Wiltshire Wildlife Trust, will be in attendance to speak on a number of projects delivered by the Trust in South Wiltshire, with particular focus on waste prevention and minimisation, sustainable energy and community wildlife.</p> <p>Background Papers:     None</p> <p>Contact Officer:         Susan Glock, Tel 01380 725670 ext 262</p>	<p><b>30 mins (approx)</b></p> <p><b>6.15 pm to 6.45 pm</b></p>
<p><b>9. Committee Running Order</b> Members are respectfully asked to consider if they would like to continue with the current running order at meetings , i.e. consideration of planning applications first, followed by community issues.</p> <p>Background Papers:     None</p> <p>Contact Officer:         Arabella Davies, Tel 01722 434250</p>	<p><b>15 mins (approx)</b></p> <p><b>6.45pm to 7.00pm</b></p>
<p><b>10. Matters, if any, which the Chairman decides, should be considered as a matter of urgency.</b></p>	<p><b>None Notified</b></p>

# Public Question/Statement Time

## Prior Notification of Question/Statement

All questions are required to reach the Democratic Services Unit by noon on the working day prior to the Committee meeting at which you wish to raise your question/statement.

### About You

Full Name:	<input type="text"/>
Address:	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	Postcode:
	<input type="text"/>
Daytime Telephone Number (including STD):	<input type="text"/>

### Details of Committee/Panel

Committee or Panel Name:	<input type="text"/>
Date of Meeting:	<input type="text"/>
Person to whom your question/statement is directed: (if applicable)	<input type="text"/>

### Your Question/Statement

Subject:	<input type="text"/>
Summary of Question/Statement:	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

Please remember that the law of defamation applies to any statement made in public, so it is important that speakers do not make personal comments about any individual.

Signature:	<input type="text"/>	Date:	<input type="text"/>
------------	----------------------	-------	----------------------

### Completed forms must be returned to:

Democratic Services Unit at Salisbury District Council,  
The Council House, Bourne Hill, Salisbury. SP5 3UZ.

Or by e-mail to:  
DSU@salisbury.gov.uk

### Data Protection Act 1998

The Council, as a data controller, is obliged to adhere to the provisions set out under the Data Protection Act 1998. Therefore, we must inform you that the information you enter onto this form is for use at the relevant Salisbury District Council committee meeting, and will only be recorded, stored or used for that purpose.

If you wish to know more about the Data Protection Act 1998, ask reception for a leaflet, or contact the Data Controller at Salisbury District Council, The Council House, Bourne Hill, Salisbury SP1 3UZ.

# Salisbury District Council

---

## Public Question Time

---

### Guidance Notes

As part of its commitment to the concept of community governance, Salisbury District Council encourages public attendance at meetings of the Council and its committees.

To allow members of the public an opportunity to express their views, 15 minutes at the beginning of every meeting has been designated as *Public Question Time*.

To ensure that the Public Question Time runs as smoothly as possible, please note the following guidelines:

- As time is limited, speakers will be taken strictly on a “*first come, first served*” basis, so if you wish to ask a question it is in your interest to notify the Democratic Services Unit well in advance of the meeting.
- Speakers will be allowed 3 minutes, and no longer, to put their question or statement to the meeting, followed by the Chairman’s reply, until the 15 minutes has elapsed. Only one question per person may be asked during Public Question Time, however, 1 supplemental question may be asked which must relate to the original question/statement, or the answer given to it.
- You are required to submit your question (a pro forma Public Question Time form is attached for convenience) to the Democratic Services Unit by noon on the working day prior to the meeting you wish to address. If you require an immediate answer at the meeting to a specific question, we will endeavour to do so, but you are advised to submit your question at least 2 working days prior to the meeting. Obviously, the more detail of your question you can give beforehand, the greater the chance of an immediate answer being available. Otherwise, any appropriate answer, if not immediately available, will be made in writing within 10 working days.
- All questions or statements should be addressed to the Chairman of the meeting.
- You must clearly identify yourself to the meeting before making your question or statement.
- Your question or statement may relate to any subject within the remit of the body to which it is presented with the exception of planning applications or public entertainment licences for which there are separate speaking arrangements. If you wish to speak relating to a specific planning application or public entertainment licence, please contact the relevant committee contact officer (as per the agenda) for advice.
- No discussion may take place on the answer given by the Chairman.
- The Chairman has the discretion not to answer your question.

---

If you wish to e-mail your Public Question Time form, please get in touch with the relevant contact officer (as indicated on the agenda for the meeting) for an electronic version.

This list is not exhaustive; for a full explanation of the Public Question Time rules and procedures, please contact the Democratic Services Unit.