



## Making your views known 2012/2013



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## **To make your views known to the Council**

- You can write or speak to any local Councillor.
- You can write (either as an individual or as a signatory to a petition) to the Town Hall and ask for your views to be passed to the appropriate Committee.
- You can attend any of the meetings shown overleaf and may, at the Chairman's discretion and subject to the following arrangements, speak on matters relevant to the agenda for the meeting. All meetings normally start at 7.30pm.

## **General information on speaking at meetings**

Details of what to do if you wish to speak at a particular committee meeting are below:

- You can find out what items are on the agenda for discussion at each of the meetings either by asking to see a copy at the Town Hall or Bourne Hall Reception area (papers are available 5 working days before the meeting), or by looking on the Council's Website ([www.epsom-ewell.gov.uk](http://www.epsom-ewell.gov.uk)).
- On planning applications, there are three categories of speaker. These are: objector, supporter and applicant/agent. If a number of people from the same category wish to speak on the same item, then that group must nominate a single speaker.
- For other Committees, if there is a large number of people wishing to speak on a particular item, speakers will normally be chosen on a first-come, first-served basis, subject to the need to allow a representative cross section of views to be heard.
- If you are invited to speak to the Committee you will be shown to a seat in the Council Chamber/Committee Room. The Chairman will have a list of people who wish to speak and will invite you to speak when the item is reached on the agenda. Each speaker will be allowed up to 3 minutes speaking time and a microphone will be provided so you do not need to have a loud voice. If you speak for longer than 3 minutes, or seek to raise matters not relevant to the agenda, you may be stopped by the Committee Chairman and asked to return to your seat.
- If you attend a committee meeting, a number of copies of the agenda and other papers will be available on the night, free of charge.
- People who are speaking at a meeting should meet in the reception area before the meeting starts and they will be directed to the Council Chamber or Committee room.
- Any members of the public who have difficulty accessing the public gallery, may sit at the rear of the Council Chamber. Please ask at reception before the meeting starts for assistance to the lifts.

## Forthcoming Committee Meetings in 2012 and 2013

Committee and what it deals with	Meeting dates 2012/2013	If you wish to speak at the meeting
<p><b>Planning Committee</b>  <i>Planning applications</i>  <i>Tree preservation orders</i></p>	<p><b>2012</b>            17 May            14 June            19 July            6 September            11 October            8 November            6 December</p> <p><b>2013</b>            17 January            14 February            14 March            18 April</p>	<p>You should come to the Town Hall reception desk <b>between 6pm and 7pm</b> on the day of the meeting and register your wish to speak. Say whether you wish to speak for or against a planning application. Normally, a maximum of 3 speakers will be allowed for each agenda item.</p>
<p><b>Leisure Committee</b>  <i>Parks, Open Spaces &amp; Countryside</i>  <i>Allotments</i>  <i>Sports &amp; Leisure &amp; Youth issues</i>  <i>Epsom Playhouse,</i>  <i>Bourne Hall &amp; the Museum</i>  <i>Ewell Court House</i>  <i>The Rainbow Centre</i>  <i>The Ebbisham Centre</i></p>	<p><b>2012</b>            11 June            22 October</p> <p><b>2013</b>            21 January            25 March</p>	<p>Telephone the committee administrator (01372 732122) by 12 noon on the day of the meeting and explain which item you would like to speak on. Normally, no more than 4 speakers will be allowed on each agenda item.</p>
<p><b>Environment Committee</b>  <i>Public Car Parks</i>  <i>Taxi Licensing policy</i>  <i>Environmental Improvements</i>  <i>Planning &amp; Transport policy</i>  <i>Community Safety</i>  <i>Refuse, Recycling &amp; Street Cleansing</i></p>	<p><b>2012</b>            20 June            17 October</p> <p><b>2013</b>            23 January            13 March</p>	<p>Telephone the committee administrator (01372 732123) by 12 noon on the day of the meeting and explain which item you would like to speak on. Normally, no more than 4 speakers will be allowed on each agenda item.</p>
<p><b>Social Committee</b>  <i>Housing policy</i>  <i>Environmental Health</i>  <i>Wider health matters</i>  <i>Cemetery</i>  <i>Personal Social Services (e.g. Meals on Wheels, Day Centres etc)</i></p>	<p><b>2012</b>            28 June            25 October</p> <p><b>2013</b>            31 January            21 March</p>	<p>Telephone the committee administrator (01372 732123) by 12 noon on the day of the meeting and explain which item you would like to speak on. Normally, no more than 4 speakers will be allowed on each agenda item.</p>

Committee and what it deals with	Meeting dates 2012/2013	If you wish to speak at the meeting
<p><b>Scrutiny Committee</b>  <i>15 minutes are set aside at the start of each meeting at which members of the public may speak or ask questions on any topic, including items not on the agenda, subject to the Chairman's discretion</i></p>	<p><b>2012</b>  13 June  28 November</p> <p><b>2013</b>  6 February  27 March</p>	<p>Telephone the Scrutiny Officer (01372 732000) by 12 noon on the day of the meeting and explain what subject you wish to speak on.</p>
<p><b>Strategy &amp; Resources Committee</b>  <i>Finance &amp; Council Tax  Property matters  Council organisation  Corporate Governance  Community Strategies  Economic Development</i></p>	<p><b>2012</b>  26 June  25 September  13 November</p> <p><b>2013</b>  5 February  19 March</p>	<p>Telephone the committee administrator (01372 732124) by 12 noon on the day of the meeting and explain which item you would like to speak on. Normally, no more than 4 speakers will be allowed on each agenda item.</p>
<p><b>Nonsuch Park Joint Management Committee</b></p> <p>Meets at the Mansion House, Nonsuch Park at 10am</p>	<p><b>2012</b>  28 June  11 October</p> <p><b>2013</b>  31 January  25 April</p>	<p>Telephone the committee administrator on 01372 732121 for details as to registration.</p>
<p><b>Planning Policy Sub –Committee</b></p>	<p><b>2012</b>  23 May  4 July  19 September  24 October  12 December</p> <p><b>2013</b>  27 February  10 April</p>	<p>Telephone the committee administrator (01372 732121) by 12 noon on the day of the meeting and explain which item you would like to speak on. Normally, no more than 4 speakers will be allowed on each agenda item.</p>

You may also, **at the Chairman's discretion** and **subject to the same conditions, speak at meetings of any Sub-Committees.** The Council currently has only one sub-committee, Planning Policy. Licensing matters are dealt with by a separate Committee, representations at which are subject to statutory regulations which will be explained on request.