

Planning and Building Control  
2 Bristol Avenue  
Colindale  
London  
NW9 4EW

BY EMAIL ONLY

contact: Sinead Normoyle  
tel: 0208 359 7859  
email: Sinead.Normoyle@barnet.gov.uk  
date: 19 March 2021  
reference: **20/5207/FUL**

Dear Sir/Madam

**TOWN AND COUNTRY PLANNING ACT 1990**

**SITE:** 7 - 18 Temple Close, London, N3 3SB

**PROPOSAL:** Construction of an additional (second) floor to nos. 7 to 14 plus rooms in roofspace to provide habitable rooms at loft level with dormer windows and rooflights. Two storey extension to nos. 15 to 18 with associated extension and alterations to roof with habitable rooms at roof level with dormer windows and rooflights. To provide an additional 9no. self-contained flats with car and cycle parking and refuse /recycling storage

Thank you for your recent correspondence about the above development and your request to speak at the Planning Committee A. The planning application will be heard by the Planning Committee A on **25 March 2021**. Due to the COVID-19 pandemic and the need to follow the government's current guidance, this meeting will be held virtually via Microsoft Teams and will start at 19:00.

The purpose of addressing the Planning Committee A is to help them reach a decision. You should have already put your comments in writing and these will normally be summarised in the officer's report to the committee. This report will be available to view online five working days before the committee meeting via <http://barnet.moderngov.co.uk/mgListCommittees.aspx?bcr=1>.

The Planning Committee A will hear the views of up to two speakers as well as the applicant or their agent at the committee. This is an opportunity to expand on submitted written comments, not an opportunity to introduce new issues. Multiple applications for the same site will be treated as one application for public speaking purposes.

As you previously requested the right to speak, the Head of Governance or his/her representative will write to you, by email, in advance of the meeting date to provide details on how to dial-into the virtual meeting and how the meeting will proceed. All speaker's rights will continue to be conducted in accordance with the Council's Constitution. If you do not have access to email, then you will be contacted by the phone number you have provided.

If more than two people have indicated a wish to speak on any item at the Committee, the Governance Service will contact you all by email, to request you reach an agreement about which two parties will be put forward to speak to the Committee. Previously we noted that in requesting to speak at the committee you agreed for Barnet

Council to share your email address with any other parties who requested to speak on this item.

To remind you, it will be up to you to come to an agreement about which two parties will be put forward to speak and to notify the Governance Officer by 5pm the day before the meeting. Please note that the Chairman has the final say on all matters and will determine the list of speakers before the meeting begins, especially if no agreement has been reached prior to the meeting.

If you have any issues or concerns about being able to take part in the meeting virtually then please let the Governance Service know as soon as possible. Contact details can be found on the front cover of the agenda and within this letter.

If you are not speaking at the Committee, you will still be able to watch the meeting live via the Microsoft Teams live event link, which will be published on the committee meeting webpage and front cover of the agenda.

If you would like to be removed from the list of possible speakers then please do contact the Head of Governance or his/her .

The format of the meeting will be as follows:

- The Chairman will introduce each item on the report.
- The officers will then make a short presentation.
- Nominated members of the public will each be able to speak to the Planning Committee A for up to 3 minutes.
- The Planning Committee A may then put questions to those who have spoken.
- The applicant or their agent will have the right to reply for a maximum of 3 minutes.
- The Planning Committee A may then put questions to the applicant or their agent.
- The Planning Committee A will then debate and determine the application or item of business.

You will be asked to dial into the meeting 15 minutes before the start time. Please also note that in line with the council's meeting procedure rules, no new information may be submitted by applicants and/or their representatives or objectors at the meeting. The only additional information that can be considered is up to a single side of A4 when this is used to help explain or illustrate a specific point that is referred to when speaking. As this is a virtual meeting, any additional information will need to be emailed to Members of the Committee in advance.

If you have any questions please contact me using the contact details at the top of this letter.

Yours sincerely

**Sinead Normoyle**  
**Planning Officer**  
**Finchley and Golders Green Area Team**

