

Close, Granger, Gray & Wilkin
fao: Miss Emma Taylor
28 Market Place
Guisborough
TS14 6HF

Your ref:

Our ref: NYM/2015/0675/FL

Date: 04 January 2016

This matter is being dealt with by: Miss Helen Webster

Dear Sir/Madam

Application for construction of orangery extension to south elevation to serve as function room at Victoria Hotel, Station Road, Robin Hoods Bay

You recently submitted the above planning application and I noted in my acknowledgement letter that I would let you know if the matter was to be considered by the Planning Committee and how you could attend the Meeting or/and submit further views. The application has been placed on the agenda for the next Planning Committee Meeting which will take place on Thursday **14 January 2016 at 10.00am** in the Committee Room at The Old Vicarage, Helmsley. You will be able to read the Officer's report and full agenda five working days before the Meeting either via our website (www.northyorkmoors.org.uk) or at the National Park Offices in Helmsley.

The enclosed leaflet gives details of your or your client's opportunity to speak at the Committee Meeting. If you wish to speak you must register this by telephoning a member of our Development Management Administration Team on 01439 772700 **before 12 noon on the day before the Committee Meeting** or via email (planning@northyorkmoors.org.uk). Alternatively you may decide to submit further written comments that can be brought to the attention of the Planning Committee. These must be received via fax, letter or email **by 12 noon on the day before the Meeting**, but you should note that further correspondence that repeats points you have already made may not be brought to the attention of the Planning Committee. If you have any questions concerning the above Committee procedure or need to identify any special arrangements you may require to provide a fair hearing please do not hesitate to contact either a member of our Development Management Administration Team or the Planning Officer named above who is dealing with this matter. Please also note that the Planning Committee deals with other aspects of planning in addition to determining planning applications and the agenda may include planning policy reports and other planning related matters in advance of the planning application list. Unfortunately due to the shortage of space at these offices parking is not available, except for disabled persons who will be allocated a parking space if requested in advance of the Meeting.

Yours faithfully

Mark Hill

Mr M Hill
Head of Development Management

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