

Fylingdales Parish Council
c/o Ms V Ramsey
Eden Rise
9 Hall Pasture
Sleights
Whitby
YO22 5DQ

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

Your Council or Meeting was recently consulted on the above and I noted in my consultation letter that I would let you know if the matter was to be considered by the Planning Committee. 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 at the National Park Offices in Helmsley or via our website (www.northyorkmoors.org.uk) using the following link:
<http://www.northyorkmoors.org.uk/about-us/meetings-and-agendas>

If someone wishes to speak on behalf of your Council or Meeting 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