

## AGENDA NO

### APPEALS AND COMPLAINTS COMMITTEE PROCEDURE FOR MEETING

1. The objectors and supporters of the traffic orders will be asked to register their request to speak and address the committee upon entering the meeting room.
2. The Chairman will introduce the Committee and will explain that it is meeting to hear representations from interested parties in relation to 3 separate Traffic Regulation Orders (TRO) and that each TRO will be considered in the following order:-
  - Traffic Regulation Order A67 High Street, Yarm Order 2013 (*includes pay and display, dedicated parking spaces and waiting restrictions on the High Street*)
  - Off-Street Parking Places Order 2013 (*Old Market and Castle Dyke Wynd long stay car parks*)
  - Yarm Town Centre Area (Prohibition of Waiting) Order 2013 (waiting restrictions on roads adjacent to the High Street)
3. For each TRO item:
  - i. Officers will introduce the matter and present their report.
  - ii. Supporters will be given the opportunity of presenting their case.
  - iii. Objectors will be given the opportunity of presenting their case.
  - iv. Officers will respond to any issues raised
  - v. Members may ask questions of any of the interested parties
4. Following the above and once the Committee feels it has gathered sufficient information the Committee will leave the meeting room to consider its decision. N.B Officers from Law and Democracy will leave with the Committee, to provide legal advice and a written record of the decision.
5. The Committee will return to the meeting room and the Chairman will advise the parties of the Committee's decision and the reasons for making it.
6. The decision will be minuted and published on the Council's website

#### **Note**

The Chairman ultimately has discretion on how the meeting will be conducted. Where a large number of objectors or supporters wish to speak the Chairman is likely to restrict the number of speakers and/or the time they have available to address the Committee. Also, the Chairman may restrict the number of representations put or allocate a maximum length of time during which representations may be put.