



**TO COUNCILLOR:**

L A Bentley (Chair)  
G A Boulter  
Mrs L M Broadley (Vice-Chair)  
F S Broadley

D M Carter  
B Dave  
R E Fahey  
D A Gamble

J Kaufman  
Dr T K Khong  
Mrs H E Loydall  
R E R Morris

Dear Councillor *et al*

I hereby **SUMMON** you to attend a **MEMBERS' TRAINING SESSION** of the **DEVELOPMENT CONTROL COMMITTEE** to be held at the **COUNCIL OFFICES, STATION ROAD, WIGSTON** on **THURSDAY, 2 NOVEMBER 2017** at **7.00 PM** for training on the subject matter(s) as set out below.

Yours faithfully

Council Offices  
Wigston  
**23 October 2017**

**Anne Court**  
Chief Executive (Interim)

<u>ITEM NO.</u>	<u>TRAINING</u>	<u>PAGE NO'S</u>
<b>1.</b>	<b>Training of Members of the Development Control Committee</b>	<b>1 - 5</b>

The Senior Planning Control Officer, Mr Tony Boswell, and the Planning Control Enforcement Officer, Mr Stephen Robshaw, shall jointly-deliver a programme of training to Members of the Development Control Committee.

The purpose of this session is to provide Members with the relevant information and guidance in respect of retrospective planning applications, building control, in-fill / back-land building and enforcement for use when considering and determining planning applications at meetings of the Committee.

The opportunity to ask questions throughout the session shall be afforded to Members. All the training documentation to be referred to is attached hereto.

**For more information, please contact:**

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MEMBERS ONLY