|  |
| --- |
| **Draft Runnymede Pitch and Plot** **Allocation Scheme for Gypsies, Travellers** **and Travelling Showpeople****Supplementary Planning Document (SPD)** **Representation Form** |

**Public Consultation period from Wednesday 5 June to 11.59pm on 31 July 2024**

|  |
| --- |
| **Further information about the consultation can be found at:** [www.runnymede.gov.uk/say/consultations-surveys](http://www.runnymede.gov.uk/say/consultations-surveys)Please email completed forms to: **planningpolicy@runnymede.gov.uk**orsend them by post to**:** Planning Policy Team, Runnymede Borough Council, Runnymede Civic Centre, 40-42 Station Road, Addlestone KT15 2AF When submitting the form, please indicate whether you would like to be notified of when the final version of the SPD is adopted.  |

|  |
| --- |
| **PART A – CONTACT DETAILS** |

|  |
| --- |
| Please note that in order to show that the consultation was carried out properly, a summary of all representations received will be available for the public to view and cannot be treated as confidential. Data will be processed and held in accordance with the Data Protection Act 2018 and the General Data Protection Regulations 2018. The Council’s data protection policy can be found at: [www.runnymede.gov.uk/information-data/general-data-protection-regulation](https://www.runnymede.gov.uk/information-data/general-data-protection-regulation). |

|  |
| --- |
| **PART A – CONTACT DETAILS** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **1.** | **Personal Details** | **2.** | **Agent Details (if applicable)** |
| **Title** |  |  |
| **First Name** |  |  |
| **Last Name** |  |  |
| **Job title (where relevant)** |  |  |
| **Organisation****(where relevant)** |  |  |
| **Address Line 1** |  |  |
| **Address Line 2** |  |  |
| **Address Line 3** |  |  |
| **Address Line 4** |  |  |
| **Post Code** |  |  |
| **Telephone number** |  |  |
| **Email address (where relevant)** |  |  |

|  |
| --- |
| **PART B – YOUR REPRESENTATION****Note: If you wish to comment on more than one paragraph or section of the document please use another form.** |

|  |  |
| --- | --- |
| **Name or Organisation** |  |

|  |  |
| --- | --- |
| **3.** | **To which part of the Supplementary Planning Document does this representation relate?** |
| **Whole document** |  |
| **Specific section** |  | **Paragraph number** |  | **Appendix** |  |

|  |  |
| --- | --- |
| **4.** | **Your Representation(s):****Please set out your comments here – extend the box if necessary** |
|  |
| **5.** | **If you would like to amend or add new text, please put forward your suggested revised wording below. Please be as precise as possible.** **Detailed comments may be provided on separate sheets, if necessary.** |
|  |

***Please note*** *that your representation should cover precisely all the information necessary to support your representations, as there will not normally be a subsequent opportunity to make further representations. All representations will be held by the Council in accordance with the Data Protection Act. Your name, organisation (if relevant) and representations may be made available to the public, in council committee papers and as otherwise considered appropriate by us. Your personal data i.e. postal addresses, emails and telephone numbers will not be shared with the public.*

|  |  |
| --- | --- |
| **Date** |  |

# Privacy notice

Thank you for responding to the consultation.

If you are on our planning policy mailing list, you have the right to withdraw your consent to receive notifications at any time. You can do so by emailing planningpolicy@runnymede.gov.uk stating you wish to be removed from the mailing list.

We take the security of your data seriously. The organisation has internal policies and controls in place to try to ensure that your data is not lost, accidentally destroyed, misused or disclosed, and is not accessed except by its employees in the performance of their duties. Information about the collection, processing, access to and protection of personal data, and your legal rights in respect of the personal information we collect from you, is described in our full Council Corporate Privacy Notice, available on our website at: [www.runnymede.gov.uk/council-local-democracy/privacy-statement](https://www.runnymede.gov.uk/council-local-democracy/privacy-statement).