



Meeting note

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| Project name | Gatwick Airport Northern Runway Project |
| File reference | TR020005 |
| Status | Final |
| Author | The Planning Inspectorate |
| Date of meeting | 2 November 2023 |
| Meeting with | Gatwick Airport Limited (the Applicant) |
| Venue | Microsoft Teams |
| Meeting objectives | Relevant Representation process |
| Circulation | All attendees |
| Date of note | 6 November 2023 |

Summary of key points discussed, and advice given

The Planning Inspectorate (the Inspectorate) advised that a note of the meeting would be taken and published on its website in accordance with section 51 of the Planning Act 2008 (the PA2008). Any advice given under section 51 would not constitute legal advice upon which applicants (or others) could rely.

The Inspectorate noted that, due to a technical fault with the Inspectorate's online Relevant Representation form, some users reported that they were not able to make submissions on the final day of the notified Relevant Representation period (29 October 2023). The Inspectorate also noted that several parties sent their representations to the Inspectorate's project email inbox due to the problems they encountered using the online form.

The Inspectorate advised the Applicant to extend the period for submission of Relevant Representations for a sufficient period of time to ensure any party that intended to make a Relevant Representation before the original deadline was still able to submit one. To achieve this, the Applicant was advised to write to all prescribed persons to notify them of the extended deadline, and to advertise the extension by way of press notices in both national and local newspapers.

The Inspectorate advised that the Applicant's publicity should include information about how to make a submission, and should advise that any submissions previously sent via email would need to be resubmitted via the Inspectorate's online Relevant Representation form to be considered valid.

In addition to the above, the Inspectorate advised the Applicant that it would contact those parties that submitted a representation to the project email inbox to advise that they would be required to re-submit via the online Relevant Representation form.