

Record Details

When you select to view a record, the application details are displayed at the top of the page, with further tabs below containing all of the relevant information about the application. Planning records contain the following tabs:

- **Details** - displays the key information about the record
- **Comments** - displays any existing comments made about the case and allows registered users to contribute their own
- **Constraints** - lists any constraints placed on the case
- **Documents** - displays a list of documents relevant to the case
- **Related Cases** - displays a list of items which are related to the current record
- **Map** - displays the case property using the map view.

Details

The Details tab displays key information about the record.

- 1 Click on the **Details** tab.

Planning » Application Summary [Help with this page](#)
13/00206/HEDGE | To build highrows to ensure my privacy in my own garden. | 4 Shelone Terrace Neath West Glamorgan SA11 2UE
[Back to search results](#) [Track](#) [Make a Comment](#) [Print](#)

Details | [Comments \(2\)](#) | [Constraints \(1\)](#) | [Documents \(1\)](#) | [Related Cases \(3\)](#) | [Map](#)

Summary | [Further Information](#) | [Contacts \(6\)](#) | [Important Dates](#)

Reference	13/00206/HEDGE
Alternative Reference	HH131902
Application Received	Mon 15 Jul 2013
Application Validated	Mon 15 Jul 2013
Address	4 Shelone Terrace Neath West Glamorgan SA11 2UE
Proposal	To build highrows to ensure my privacy in my own garden.
Status	Decided
Decision	Application Refused
Appeal Status	Unknown
Appeal Decision	Appeal Dismissed

There is [1 document](#) associated with this application.

There are [2 cases](#) associated with this application.

There is [1 property](#) associated with this application.

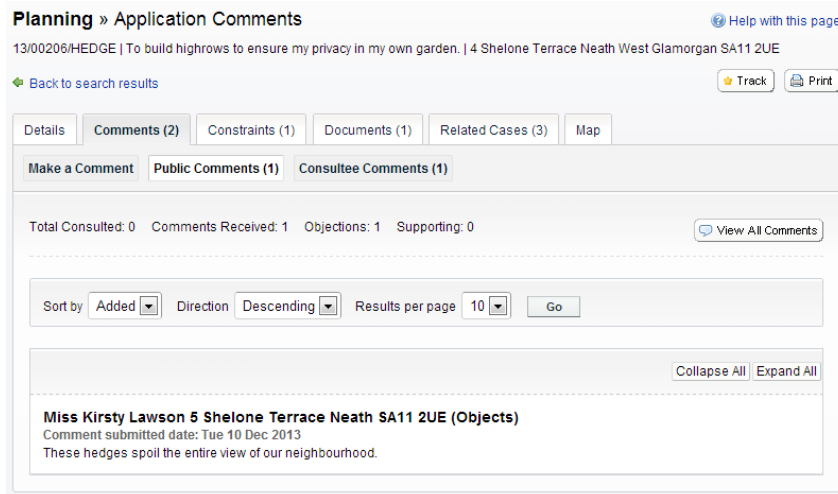
- 2 The record details are split up into four tabbed sections. Click on the appropriate tab to display those details.
 - **Summary** - displays the basic information pertaining to the record. The summary also identifies the number of the documents, cases and properties that have been added to this record. Click on one of these to view them.
 - **Further Information** - displays additional information about the application that was not included in the summary.
 - **Contacts** - displays a list of contacts relevant to this case. The number of contacts is displayed on the tab.
 - **Important Dates** - displays the dates on which important events in the life span of the case occur from initial submission through to the decision. If the case is still in progress some of these may be blank.

Comments

The Comments tab displays any comments that have been made about this case by members of the public or members of official consultee groups. The number of comments is displayed on the tab.

If the case is currently open for comments, registered users can add their own comment.

- 1 Click on the **Comments** tab.
- 2 To view comments made by members of the public, click on the **Public Comments** tab.



The screenshot shows the 'Planning » Application Comments' page for application 13/00206/HEDGE. The page title is 'To build highrows to ensure my privacy in my own garden. | 4 Shelone Terrace Neath West Glamorgan SA11 2UE'. The 'Comments (2)' tab is selected, and the 'Public Comments (1)' sub-tab is active. The page shows a summary: 'Total Consulted: 0', 'Comments Received: 1', 'Objections: 1', and 'Supporting: 0'. A 'View All Comments' button is present. Below the summary is a sorting and pagination area with 'Sort by' set to 'Added', 'Direction' set to 'Descending', and 'Results per page' set to '10'. A 'Go' button is next to it. Below this is a 'Collapse All' and 'Expand All' button. The main content area shows a comment from 'Miss Kirsty Lawson 5 Shelone Terrace Neath SA11 2UE (Objects)' submitted on 'Tue 10 Dec 2013'. The comment text is 'These hedges spoil the entire view of our neighbourhood.'

- 3 To see which consultee bodies have made comments on this case, click on the **Consultee Comments** tab.



The screenshot shows the same 'Planning » Application Comments' page for application 13/00206/HEDGE. The 'Comments (2)' tab is selected, and the 'Consultee Comments (1)' sub-tab is active. The page shows a summary: 'Total Consulted: 1' and 'Consultees Responded: 1'. A 'View All Comments' button is present. Below the summary is a sorting and pagination area with 'Sort by' set to 'Added', 'Direction' set to 'Descending', and 'Results per page' set to '10'. A 'Go' button is next to it. Below this is a 'Collapse All' and 'Expand All' button. The main content area shows a consultation from 'Trees Please' with a 'Consultation Date: Mon 22 Jul 2013'.

- 4 You can re-order a comments list by the date the comment was added or by the commenter's name. Select one of these from the **Sort by** drop down list, then click on **Go**.
- 5 To change the direction of the list, select Ascending or Descending from the **Direction** drop down list, followed by **Go**.
- 6 To change the number of results displayed, select from the **Results per page** drop down list, followed by **Go**.
- 7 If there are more results than fit on one page, navigate by clicking on **Next** or **Previous**, or by clicking on the **Page Number** directly.

- 8 Comments are displayed showing the name of the commenter and their stance on the case (objects, supports or neutral). The total numbers of these are displayed at the top of the list. Click on the commenter's name to display the comment itself. Click on it again to collapse the comment again.
- 9 Click on **Expand All** to view all of the comments on the page. Click on **Collapse All** to hide them all again.
- 10 To view all of the comments for a case as documents click on the **View All Comments** button.
- 11 If you are logged in you can add a comment about the case. Click on **Make a Comment**.

Planning » Application Comments [Help with this page](#)

13/00206/HEDGE | To build highrows to ensure my privacy in my own garden. | 4 Shelone Terrace Neath West Glamorgan SA11 2UE

[Track](#) [Make a Comment](#) [Print](#)

Details **Comments (2)** Constraints (1) Documents (1) Related Cases (3) Map

[Make a Comment](#) **Public Comments (1)** **Consultee Comments (1)**

Make a Comment

Please enter comment details below and submit

Application Reference:	13/00206/HEDGE
Address:	4 Shelone Terrace Neath West Glamorgan SA11 2UE
Proposal:	To build highrows to ensure my privacy in my own garden.
Case Officer:	Jon Ray

Are your personal details correct? [Click to update my personal details.](#)

Your Title: *

Your First Name: *

Your Surname: *

Your Address: *

Your Tel. No.

Your Email Address: *

Commenter Type: *

Stance: * Object Support Neutral

Reason for comment:

Noise

Obtrusive by design

Residential Amenity

Traffic or Highways

Your Comment:

99934 characters left

Send me an email confirming my comments

- 12 Your name and address are added automatically to the form. If these are not correct, click on **update my personal details** and make the appropriate changes.
- 13 Add your remaining contact details in the appropriate boxes.
- 14 The **Commenter Type** drop down list describes the type of people who may need to make a comment about a case. These include councillors, neighbours to the application address and members of the public. Select the one that applies to you.

- 15 In the **Reason for comment** box select one or more of the offered reasons for making your comment.
- 16 Enter the details of your comment in the **Your Comment** box.
- 17 If you want to receive an email confirming that your comment has been received, check the **Send me an email confirming my comments** box.
- 18 When you have completed all the details, click on the **Submit** button. Your comment will appear in the Public Comments page for this case.

Constraints

- 1 Click on the **Constraints** tab to display any constraints that have been placed on this application. The number of constraints are displayed on the tab.

Name	Constraint Type	Status
Not Available	Conservation Area	Conservation Area Confirmed

Documents

- 1 Click on the **Documents** tab to display any documents that have been added to this application.

Filter By: Document Type Show All

Date Published	Document Type	Description	View
10 Dec 2013	Application Form	APPLICATION FORM	

- 2 If there are a lot of documents you can filter the list. Select one of the following from the **Filter By** list:
 - **Document Type** - select from the drop down list
 - **Description** - enter some text that may appear in a document's description.
 Press Apply.
- 3 You can re-order the list according to:
 - Date Published
 - Document Type
 - Description.
 Click on the appropriate heading to re-order the list.
- 4 To view any of the documents in a separate window, click on **View**.

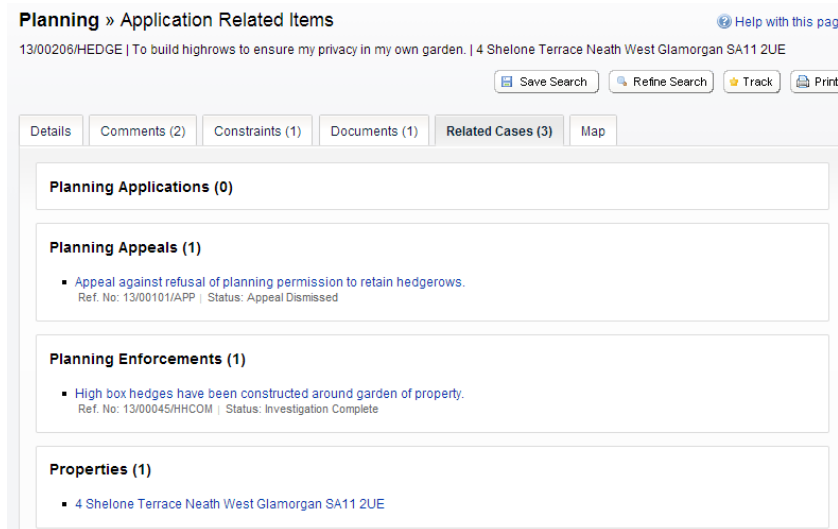
Related cases

The Related Cases tab displays the other cases that have a relation to the current one. These may be other Applications, Appeals or Enforcements in the Planning module or cases in other Idox Public Access modules, if they are available.

Affected properties are also listed in the Related Cases tab.

The total number of items are displayed on the tab.

- 1 Click on **Related Cases** to view a summary of additional information related to the application.



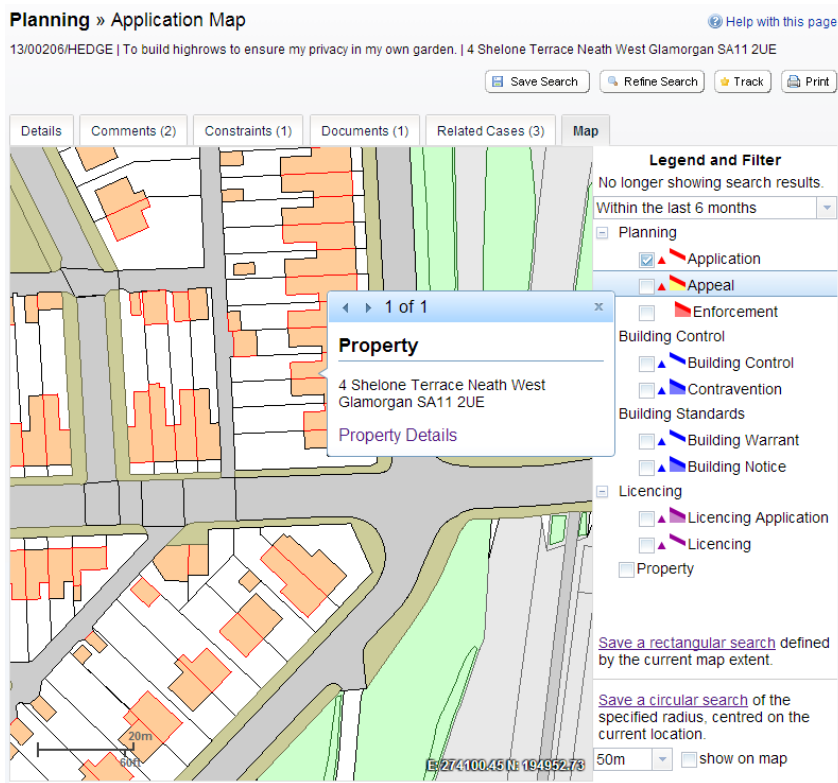
The screenshot shows a web interface for a planning application. At the top, it says 'Planning » Application Related Items' and '13/00206/HEDGE | To build highrows to ensure my privacy in my own garden. | 4 Shelone Terrace Neath West Glamorgan SA11 2UE'. There are buttons for 'Save Search', 'Refine Search', 'Track', and 'Print'. Below this is a navigation bar with tabs: 'Details', 'Comments (2)', 'Constraints (1)', 'Documents (1)', 'Related Cases (3)', and 'Map'. The 'Related Cases (3)' tab is active. It contains four sections: 'Planning Applications (0)', 'Planning Appeals (1)', 'Planning Enforcements (1)', and 'Properties (1)'. The 'Planning Appeals (1)' section lists one item: 'Appeal against refusal of planning permission to retain hedgerows. Ref. No: 13/00101/APP | Status: Appeal Dismissed'. The 'Planning Enforcements (1)' section lists one item: 'High box hedges have been constructed around garden of property. Ref. No: 13/00045/HHCOM | Status: Investigation Complete'. The 'Properties (1)' section lists one item: '4 Shelone Terrace Neath West Glamorgan SA11 2UE'.

- 2 To view any of the listed items, click on its title.

Map

The Map tab displays the location of the case property on the interactive map.

- 1 Click on the **Map** tab.



- 2 The interactive map contains a number of tools to help you view the application area (see "Map Search" on page 20 for details).