

9 Crawford Gardens
Crowland
Lincolnshire
PE6 0AZ

Council Offices
Priory Road
Spalding
Lincolnshire
PE11 2XE

Reference: PP-06415136
Location: 31 Brayfields, Pinchbeck, Spalding
Proposal: Replace existing doors and windows with double glazed UPVC units to ground floor two-bedroom flat
Date: 29 September 2017

For the attention of Head of Planning

Dear Madame/Sir,

This letter accompanies our application for Planning Permission to undertake the minor works project captioned above.

Prior to submitting this application, pre-application advice was sought from two SHDC planning officers, Tracey Meachen and Mark Simmonds. This advice followed a rather confused route whereby I was told that, with 99% certainty, we would not have to apply for full planning permission given the nature of the proposal. I followed through by writing to Planning to confirm the discussion we had had and to provide the necessary basic details against which Planning would acknowledge the understanding given to me. Whilst I was then on a two week holiday I received a letter which said that planning permission would be required, effectively reversing what had previously been stated.

I met with the planning officers on 28 September whereupon they emerged, at that point, united in the view that a full planning application would be required. I am sceptical about this outcome as a key question remains unanswered. That is, whether the Council can exercise discretionary powers regarding the requirement for full planning application for a flat when the proposed works are of such a minor nature. Aside from the polarised range of initial opinions given, my scepticism is intensified by advice given in the Planning Portal documentation which says, amongst other things: "You may need to apply for planning permission to fit new windows (such as double-glazing) in your flat or maisonette"; the wording certainly does not suggest that planning permission is mandatory, rather that it is subject to the discretion of the planning officers.

Unable to ascertain any further advice from Planning regarding discretionary judgement I concluded to press on with the application. However, should it be the case following your review that the exercising of discretionary powers might relax the requirement for full planning application, I would be grateful if that outcome could be confirmed to me formally and the fee for the application (£172) returned. I should note

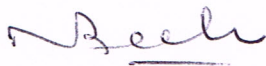
that my motivation for seeking confirmation on this is not driven by the money aspect (though it remains a factor) so much that the whole process has now been unnecessarily delayed several weeks due the prevarication. This will likely put the installation of the replacement windows and doors into the winter months which I know will be upsetting for the tenant, a single lady, and hence for us also.

The two planning officers have nevertheless been very helpful in advising on completion of the planning application. In particular:

- i. I did not discover until I had gone to the trouble of preparing the requisite drawings myself that it was preferred to use standard map formats. The drawings I have inserted equal or improve on the stated drawing scales. Discussed with the two planning officers (who had not seen them at this point), it was thought that this approach should be alright. I trust it will be acceptable.
- ii. A number of the entries in the Forms are irrelevant to the nature of the development. These were discussed, it being agreed that these entries need not be filled in. However the on-line application forms demand entries to be put into certain fields in order for the system to "move on". To this end I have entered information (closest advice possible) to make the system work but the relevant forms in question may be ignored. The forms I believe we concurred on (respective officers may wish to confirm) which needed not be completed are:
 - Assessment of flood risk
 - Biodiversity and Geological Conservation
 - Foul sewage
 - Waste storage and collection
 - Trade effluent
 - Certificates under Article 14
 - Ownership Certificates and Agricultural Land Declaration

If there is anything further that you require or anything that is not clear, please let me know. To minimise any time delays I would prefer to act on any queries if/as they crop up rather than them being held back until the end of the process.

Yours faithfully,



Dr Noel and Mrs Pamela Beech