Gedney, Oliver

From: Grant, David
Sent: 01 September 2021 11:58
To: _planningadvice
Subject: FW: Stevedon Cattery H16-0825-21
Attachments: We sent you safe versions of your files; ACCESS STATEMENT cattery.pdf; IMG_20210831_0001_NEW.pdf; IMG_20210831_0002_NEW.pdf

Please add this email and attachments to the DIP under 6SUP - Access Statement and 6SUP – Cattery Welcome Pack.

Many thanks,

David Grant | Senior Planning Officer | **South Holland District Council**
Direct Dial: 01775 764472
www.sholland.gov.uk
Please note that any informal officer opinion expressed by this email is without prejudice and is not binding on the Council during the consideration of any formal application.

From: Archwayuk <archwayuk@aol.com>
Sent: 31 August 2021 16:02
To: Grant, David <dgrant@sholland.gov.uk>
Subject: Re: Stevedon Cattery H16-0825-21

Mimecast Attachment Protection has deemed this file to be safe, but always exercise caution when opening files.

This message originated from outside your organization

Hello Mr Grant

Please find enclosed a generic welcome pack from Stevedon Cattery, together with an Access statement that I am sure will assist with the planning application

Kind regards

Richard Pratt
Agent

-----Original Message-----
From: Grant, David <dgrant@sholland.gov.uk>
To: Geoffrey Wright <geoffwright1960@hotmail.co.uk>
Cc: archwayuk@aol.com <archwayuk@aol.com>
Sent: Wed, Aug 18, 2021 6:38 pm
Subject: Stevedon Cattery H16-0825-21

Dear Mr Wright,

Thank you for agreeing to meet me on site today. Following our on-site discussions I would recommend providing the following supporting information.

- A scanned copy of your welcome pack.
- A description of a typical working day from the moment you commence work to when you finish.
- Details of the level of administration work required to running the site in an appropriate manner.

- Alongside your day description please provide further details as to why someone would need to be on site on a 24 hour basis.
- Describe why the cattery requires more than one worker for the business to operate successfully.
- Please also point to future aspirations and how you would hope the business to develop in the short to long term.
- If you have any other information you feel may help to support the application that isn't covered by the above requests then please feel free to include it.

If you have any questions prior to submission of the supporting information then please do not hesitate to contact me.

Yours sincerely,

David Grant | Senior Planning Officer | **South Holland District Council**
Direct Dial: 01775 764472
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ACCESS STATEMENT – Stevedon Cattery Managers Dwelling

The owners of Stevedon Cattery (under separate successful application) have now completed the construction of the cattery and are successfully operating it as a sustainable business. There is now a need to construct a separate dwelling specifically for a manager to look after the cattery

The construction will take the form of a conventionally constructed brick built 3 bedroom bungalow, suitable for a manager and his family

Access to the proposed would be via an existing internal roadway and would benefit from an independent parking area

The proposed would be completely independent from the owners property and be sited conveniently for access to the cattery and the management of the business

The business requires the manager to be accessible to the cattery 24 hours a day, as whilst the cattery will benefit from continual CCTV monitoring, the wellbeing of the cattery residents is a prerequisite for the position of manager.

The delivery and collection of the cats will not necessarily be at convenient times of the day or week

Typical day for this 4 star cat establishment with 30 cats in residence

(All times are approximate)

07:30: (one-person operation in the pens) Disconnect alarms and unlock enclosure. Enter all pens to make sure all cats are OK, check that there is no illness evident and that all cats are alert and aware. Time allocated approx. 30 minutes

08:00: (two-person operation in the pens) Cleanse all pens, remove all feeding and drinking bowls (3 no per cat. 1 dry food, 1 wet food and 1 water bowl) remove all litter trays. Time allocated approx. 90 minutes

9.00: (one-person operation in the office) Open the office, update the daily work sheet and work rota check the mail and email's and respond as necessary. Time allocated approx. 30 minutes

9:30: (two-person operation in the kitchen) Prepare 60 food bowls and 30 water bowls, prepare all special dietary needs and introduce into the cleansed pens together with fresh litter trays. Time allocated approx. 60 minutes

10:30: (one-person operation in the kitchen) Wash and dry all food and drink bowls, clean all litter trays then wash and dry. Clean down all work tops, walls and floor. Time allocated approx. 60 minutes

11:00: (one-person operation in the pens) Pampering and grooming each cat. Time allocated approx. 120 minutes

1300: break for Lunch 30 minutes (Staff)

13:30: (two-person operation in the pens) Cleanse all pens, remove all feeding and drinking bowls (3 no per cat. 1 dry food, 1 wet food and 1 water bowl) remove all litter trays. Time allocated approx. 90 minutes

14:30: (two-person operation in the kitchen) Prepare 60 food bowls and 30 water bowls, prepare all special dietary needs and introduce into the cleansed pens together with fresh litter trays. Time allocated approx. 60 minutes

15:30: (one-person operation in the kitchen) Wash and dry all food and drink bowls, clean all litter trays then wash and dry. Clean down all work tops, walls and floor. Time allocated approx. 60 minutes

16:30: (one-person operation in the pens) Pampering and grooming each cat. Time allocated approx. 120 minutes

15:00: (one-person operation in the office) Close and lock the office. Time allocated 15 minutes

18:30: Break for evening meal 30 minutes (staff)

19:00: (two-person operation in the pens) Cleanse all pens, remove all feeding and drinking bowls (3 no per cat. 1 dry food, 1 wet food and 1 water bowl) remove all litter trays. Time allocated approx. 90 minutes

20:30: (two-person operation in the kitchen) Prepare 60 food bowls and 30 water bowls, prepare all special dietary needs and introduce into the cleansed pens together with fresh litter trays. Time allocated approx. 60 minutes

21:30: (one-person operation in the kitchen) Wash and dry all food and drink bowls, clean all litter trays then wash and dry. Clean down all work tops, walls and floor. Time allocated approx. 60 minutes

22:30 (one-person operation all site) Final walk round and general check-up, check all of the pen heaters or pen fans, turn off all lighting, check CCTV, set alarms and lock up the site. Time allocated 30 minutes

Please note that in some instances the where there are two-person operations, some tasks merge with another

Whilst all the above work is being carried out, there are daily interruptions that can occur at any time:

Phone enquiries

Client viewing (30 to 60 minutes)

Clients booking in and cat admission (45 to 60 minutes)

Cat vacation of the pen (30 minutes)

Pen deep clean after cat vacation of the pen (60 minutes)

Pen preparation for new cat (15 minutes)

There are general tasks that have to be done during any working week that involve additional time for a member of staff:

Maintenance of the surrounding yard including gardening duties

General maintenance of the pens and security

Bookkeeping and general administrative paperwork

Office cleaning

Veterinary trips and consultations

The required operation of this establishment needs 2 if not 3 members of full-time staff that are on site for 24 hours every day seven days a week 365 days every year.



Geoff, Norma, Steve and Donna welcome you to Stevedon Cattery and small pets.

Thank you for looking around and wanting to book your pet/s into Stevedon Cattery, to help us care for your pet/s as well as we possibly can, we need to ensure that we have up to date information on their vaccination records and contact information.

All collars MUST be removed for the duration of the stay, if you want it to stay on it's at the owner's risk.

We also need up to date information on their health and any special veterinary care they may need during the stay with us. The vet authorisation form in the enclosed pack is for peace of mind should you're pet/s need any veterinary treatment while in our care, it gives us permission to contact the vet should your pet become ill. These days administration of medicines, even flea and worm preparations from veterinary surgeons require permission from the pet's owner.

This tightening up on legislation is good, but it means that we have to ask our clients to consider as many possible problems that could arise while your pet is in our care. We now board many elderly pet's and with this comes the increased risk of problems occurring. Occasionally a young pet's can develop a serious illness and we need to be able to act in the best interest of your pet/s for this reason, we ask for details of your pet/s vet's name and contact number.

Actions are NOT undertaken lightly and we will try to contact you if possible, and/or your named contact, your veterinary surgeon will guide us in the event of serious illness. We have got a vet on 24hr call of needed. The welfare of your cat is the most important factor for us you will NOT need to sign the form each time your pet stays with us as we will keep the authorisation on your file.

it may seem a little startling to be asked to give permission for veterinary care or even have to think about euthanasia, these things are rare but it is better that we have asked you about your wishes and that we know what you want as it is now the law.

Please let us have any additional information you may feel will be useful during the stay of your pet/s. You are more than welcome to call or visit to talk through anything you may find worrying.

We are looking forward to seeing you and your pet/s in the near future

Many thanks again,

from us all at Stevedon Cattery.

INFORMATION ON YOUR CAT

EARLY COLLECTIONS In the event of the pet's owners wanting to pick their pets up earlier than the arranged booking dates the FULL AMOUNT will be charged.

Any other extra days boarded will be charged for at the relevant daily rate

OTHER REQUIREMENTS Please supply cat's preferred food, biscuits and treats for the whole of the duration of the stay for each cat.

Please supply toys, bedding, scratching post etc. So that your cat feels at home whilst they are away with their own familiar smells and items. We can supply if needed.

We will supply stainless steel food, biscuit and water dishes.

We will supply cat litter trays covered or open and use the CATS BEST litter.

If your cats need to be brushed, please bring in their own brush/comb.

HEALTH STATUS NO COLLARS ALLOWED

Our Cattery insurance states that for safety reasons, that ALL collars are removed whilst in our care. We will ask if it's possible to remove it. If the collar can't be removed, then it will stay in place but STEVEDON CATTERY accepts no responsibility.

Name of cat: _____

Owner's name: _____

Home address: _____

Home telephone number: _____

Mobile telephone number: _____

Email address: _____

Microchip number: _____

CONTACT DETAILS WHILE AWAY

Name of contact: _____

Telephone number of contact while you are away: _____

I have informed my contact about my cat's requirements while I am away: _____

Please bring your cat's UP TO DATE vaccination records, we will take a photocopy of it for our records and return the original back to you.

Name of cat's own vet: _____

Telephone number of cat's own vet: _____

Is there anything that we need to know about your cat's health during the stay: _____

_____

Signed: _____



Authorization for Veterinary Treatment

Owners Name: _____

Owner's Address: _____

_____

_____

Cat's Name: _____

Cats own Vet's Name, Address and Telephone Number: _____

_____

_____

- *I give permission for worm/flea treatment to be given if necessary.*
- *I agree, that in the case of suspected illness, a veterinary surgeon may be contacted, my cat examined and investigations performed if required (e.g. blood tests / X-rays).*
- *I agree to the cattery administering any prescribed treatments the vet considers advisable.*
- *I understand that the tests and treatment will be given at my own expense.*

I also give consent for euthanasia should this be recommended on humane grounds by the veterinary surgeon caring for my cat, in consultation with my own veterinary surgeon and/or contact person.

I have discussed the options for dealing with the cat with the cattery proprietor.

Signed: _____ *Date:* _____

STEVEDON CATTERY PRICES

PAYMENTS ACCEPTED ARE CASH BANK TRANSFER CHEQUE

One cat in own pen will be **£8.50** per day including the day of arrival and the day of departure.

TWO cats in separate pens will be **£17.00** a day including day of arrival and departure.

TWO cats sharing the same pen will be **£15.00** per day, including day of arrival and day of departure.

THREE cats in two pens will be **£22.50** per day, including day of arrival and day of departure.

FOUR cats in two pens will be **£30.00** per day, including day of arrival and day of departure.

Please bring your own cat's food & treats, they feel more at home with their usual diet.

CARING FOR YOUR CAT

- We'll take the utmost care of you cat whilst you're away
- Bring your own food, cats feel at home with their usual diet
- Your cat will be giving cuddles and fuss when they're in the mood
- If you're cat likes to be brushed, please bring their brush
- Feel free to bring your own bedding and toys24 Hour vet on call, fully insured, security including CCTV
- All cats must be transported in a pet carry box or basket
- Pens are oversized so have ample room for one or two guests
- Interconnecting doors for a family of cats
- Luxury pile carpet has been used in sleeping areas
- Peaceful, rural Spalding, Lincolnshire location
- Windows in every room to allow easy visibility/care
- Steps up to high level penthouse bed area
- Low level bedding is available for ailing or geriatric cats
- All cats in our care are covered by insurance

If you and your pets are happy with the service and care which has been given during the stay at Stevedon Cattery, please could you leave a review on the Web page or Facebook page

Email stevedon.cattery@hotmail.com **Website** www.stevedoncattery.co.uk
Facebook Stevedon Cattery

Many thanks Geoff, Norma and Steve