



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

The Grange, Nutholt Lane, Ely, Cambridgeshire, CB7 4EE

Telephone: 01353 665555

[www.eastcambs.gov.uk](http://www.eastcambs.gov.uk)

## Application for Planning Permission and for relevant demolition of an unlisted building in a conservation area Town and Country Planning Act 1990

### Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

### 1. Site Address

Number	<input type="text"/>
Suffix	<input type="text"/>
Property name	<input type="text" value="Walter Gidney Pavilion"/>
Address line 1	<input type="text" value="Fountain Lane"/>
Address line 2	<input type="text"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="Soham"/>
Postcode	<input type="text" value="CB7 5ED"/>

Description of site location must be completed if postcode is not known:

Easting (x)	<input type="text" value="559134"/>
Northing (y)	<input type="text" value="273225"/>

Description	<input type="text"/>
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### 2. Applicant Details

Title	<input type="text" value="Soham Town Council"/>
First name	<input type="text"/>
Surname	<input type="text" value="Soham Town Council"/>
Company name	<input type="text"/>
Address line 1	<input type="text" value="Walter Gidney Pavilion"/>
Address line 2	<input type="text" value="Fountain Lane"/>
Address line 3	<input type="text" value="Soham"/>
Town/city	<input type="text" value="Ely"/>
Country	<input type="text"/>

2. Applicant Details

Postcode

CB7 5ED

Are you an agent acting on behalf of the applicant?

☒ Yes ☐ No

Primary number

Secondary number

Fax number

Email address

3. Agent Details

Title

Mr

First name

Ben

Surname

Richardson

Company name

Saunders Boston Architects

Address line 1

119 Newmarket Road

Address line 2

Address line 3

Town/city

Cambridge

Country

United Kingdom

Postcode

CB5 8HA

Primary number

Secondary number

Fax number

Email

4. Site Area

What is the measurement of the site area?  
(numeric characters only).

844.00

Unit

Sq. metres

5. Description of the Proposal

Please describe details of the proposed development or works including any change of use and details of the proposed demolition.

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

Demolition of part of existing community hall, replacement with a purpose built rear extension.

Has the work or change of use already started?

☐ Yes ☒ No

6. Explanation for Proposed Demolition Work

Why is it necessary to demolish all or part of the building(s) and/or structure(s)?

The existing 1960's extension is no longer fit for purpose. The existing extension will need to be demolished to make way for the new purpose built extension.

7. Existing Use

Please describe the current use of the site

Soham Town Council Offices

Is the site currently vacant? ☐ Yes ☒ No

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated ☐ Yes ☒ No

Land where contamination is suspected for all or part of the site ☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination ☐ Yes ☒ No

8. Materials

Does the proposed development require any materials to be used externally? ☒ Yes ☐ No

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material):

Walls	
Description of existing materials and finishes (optional):	Facing brickwork, painted brickwork, concrete render, stonework,
Description of proposed materials and finishes:	Facing Brickwork

Roof	
Description of existing materials and finishes (optional):	Corrugated cement roof covering, concrete tiles
Description of proposed materials and finishes:	Standing seam roof to new hall and storage, Concrete tiles to link between existing pavilion and new main hall

Windows	
Description of existing materials and finishes (optional):	UPVC, timber frame
Description of proposed materials and finishes:	UPVC, Timber frame, Powder coated aluminium

Doors	
Description of existing materials and finishes (optional):	UPVC, timber frame
Description of proposed materials and finishes:	UPVC, Timber frame, Powder coated aluminium

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	fencing, walls, hedges
Description of proposed materials and finishes:	fencing, walls, hedges

8. Materials

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	tarmac, paving slabs
Description of proposed materials and finishes:	to match existing

Other type of material (e.g. guttering) Gutters and Downpipes	
Description of existing materials and finishes (optional):	Black Upvc
Description of proposed materials and finishes:	To match existing

Are you supplying additional information on submitted plans, drawings or a design and access statement? ☒ Yes ☐ No

If Yes, please state references for the plans, drawings and/or design and access statement

Extension to the Walter Gidney Pavilion, Soham Design and Access Statement  
1711-SBA-XX-00-DR-A-901 - Site Location Plan  
1711-SBA-XX-00-DR-A-902 - Existing Site Plan  
1711-SBA-XX-00-DR-A-501 - Block Plan  
1711-SBA-XX-00-DR-A-010 - Ground Floor Plan  
1711-SBA-XX-01-DR-A-011 - First Floor Plan  
1711-SBA-XX-XX-DR-A-101 - Proposed Sections  
1711-SBA-XX-XX-DR-A-201 - Proposed Elevations  
1711-SBA-XX-XX-DR-A-401 - 3D Visuals 1  
1711-SBA-XX-XX-DR-A-402 - 3D Visuals 2  
1711-SBA-XX-XX-DR-A-403 - 3D Visuals 3

9. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway? ☐ Yes ☒ No

Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No

Are there any new public roads to be provided within the site? ☐ Yes ☒ No

Are there any new public rights of way to be provided within or adjacent to the site? ☐ Yes ☒ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way? ☐ Yes ☒ No

10. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces? ☒ Yes ☐ No

Please provide information on the existing and proposed number of on-site parking spaces

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	40	40	0
Cycle spaces	32	32	0

11. Trees and Hedges

Are there trees or hedges on the proposed development site? ☒ Yes ☐ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☐ Yes ☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its

## 11. Trees and Hedges

website what the survey should contain, in accordance with the current 'BS5837: Trees in relation to design, demolition and construction - Recommendations'.

## 12. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Check the location on the Government's Flood map for planning. You should also refer to national standing advice and your local planning authority requirements for information as necessary.)

☐ Yes ☒ No

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

☐ Yes ☒ No

Will the proposal increase the flood risk elsewhere?

☐ Yes ☒ No

How will surface water be disposed of?

☐ Sustainable drainage system

☐ Existing water course

☐ Soakaway

☒ Main sewer

☐ Pond/lake

## 13. Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

b) Designated sites, important habitats or other biodiversity features:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

c) Features of geological conservation importance:

- ☐ Yes, on the development site  
☐ Yes, on land adjacent to or near the proposed development  
☒ No

## 14. Foul Sewage

Please state how foul sewage is to be disposed of:

☒ Mains Sewer

☐ Septic Tank

☐ Package Treatment plant

☐ Cess Pit

☐ Other

☐ Unknown

Are you proposing to connect to the existing drainage system?

☒ Yes ☐ No ☐ Unknown

If Yes, please include the details of the existing system on the application drawings. Please state the plan(s)/drawing(s) references.

14. Foul Sewage

Richard Jackson Engineering Drawing 43661/C/10

15. Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste? ☐ Yes ☒ No

Have arrangements been made for the separate storage and collection of recyclable waste? ☐ Yes ☒ No

16. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste? ☐ Yes ☒ No

17. Residential/Dwelling Units

Please note: This question has been updated to include the latest information requirements specified by government. Applications created before 23 May 2020 will not have been updated, please read the 'Help' to see details of how to workaround this issue.

Does your proposal include the gain, loss or change of use of residential units? ☐ Yes ☒ No

18. All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace? ☒ Yes ☐ No  
Note that 'non-residential' covers ALL uses execept Use Class C3 Dwellinghouses

Please add details of the use classes and floorspace (if the relevant use class is not shown, please select 'Other' and provide details)

Use Class	Existing gross internal floorspace (square metres)	Gross internal floorspace to be lost by change of use or demolition (square metres)	Total gross new internal floorspace proposed (including changes of use) (square metres)	Net additional gross internal floorspace following development (square metres)
D1 - Non-residential institutions	492	492	522	30
Total	492	492	522	30

Loss or gain of rooms

For hotels, residential institutions and hostels please additionally indicate the loss or gain of rooms:

19. Employment

Are there any existing employees on the site or will the proposed development increase or decrease the number of employees? ☒ Yes ☐ No

Please complete the following information regarding employees:

Type	Full-time	Part-time	Equivalent number of full-time
Existing employees	2	3	
Proposed employees	2	3	

20. Hours of Opening

Are Hours of Opening relevant to this proposal? ☒ Yes ☐ No

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

## 20. Hours of Opening

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Unknown
D1 - Non-residential institutions	Start Time: 08:30 End Time: 23:45	Start Time: 08:30 End Time: 23:45	Start Time: 08:30 End Time: 23:45	

## 21. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Is the proposal for a waste management development?

☐ Yes ☒ No

**If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website**

## 22. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

☐ Yes ☒ No

## 23. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

☒ Yes ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☒ The agent  
☐ The applicant  
☐ Other person

## 24. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

☐ Yes ☒ No

## 25. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff  
(b) an elected member  
(c) related to a member of staff  
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

☐ Yes ☒ No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

## 26. Ownership Certificates and Agricultural Land Declaration

**CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14**

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner\* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding\*\*

\* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. \*\* 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

**NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.**

26. Ownership Certificates and Agricultural Land Declaration

Person role

- ☐ The applicant
- ☒ The agent

Title	<input type="text" value="Mr"/>
First name	<input type="text" value="Ben"/>
Surname	<input type="text" value="Richardson"/>
Declaration date (DD/MM/YYYY)	<input type="text" value="19/10/2020"/>

☒ Declaration made

27. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them. ☒

Date (cannot be pre-application)	<input type="text" value="19/10/2020"/>
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