

Our Ref: 21/00171/FUL  
Your Ref: Old Village Hall

10 February 2021



Toon  
Old Village Hall  
6A Church Road  
Hauxton  
CB22 5HS

South Cambridgeshire Hall  
Cambourne Business Park  
Cambourne  
Cambridge  
CB23 6EA

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Dear Sir/Madam  
Toon

**South Cambridgeshire District Council  
Application for Planning Permission**

Proposal: Conversion of existing village hall to five bedroom dwelling along with part single, part two storey rear extension

Site address: 6A Church Road Hauxton CB22 5HS

I have checked the above application received on 15 January 2021 and am currently unable to register it as a valid application as it does not meet the requirements detailed on our published validation checklist.

**What you need to do**

The following item(s) need your attention:

1. Please provide a Heritage statement as the property falls within a conservation area.
2. Please confirm in writing whether you agree with the above amended description.

**A decision on your application will be delayed**

Your application will not be registered or formally acknowledged until receipt of the above. Unfortunately this will inevitably delay determination of your application.

If the above has not been received before 24 February 2021 the documents may be returned to you and any fee paid refunded.

If you wish to discuss this request please contact me on the telephone number listed below.

Yours faithfully

Kayleigh Schmassmann  
Technical Support Officer

Email: [Planning@greatercambridgeplanning.org](mailto:Planning@greatercambridgeplanning.org)  
Direct dial: 07514 923658