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Clive Milburn  
Clive Milburn Designs  
5 Helston Close  
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GU16 9FL

24 February 2021

Dear Sir/Madam,

### **ACKNOWLEDGEMENT**

**Reference:** PLAN/2021/0228

**Application Type:** Householder

**Proposal:** Erection of first floor side extension to enlarge bedrooms

**Location:** 11 Shackleford Road, Old Woking, Woking, Surrey, GU22 9DE

Thank you for your application which was received on 23 February 2021 and I acknowledge receipt of your fee of £206.00.

If by 21 April 2021 you have not been told that the application is invalid, have not agreed to a further period for a decision or have not received a notice of a decision, then you may appeal to the Planning Inspectorate under the provisions of the Town and Country Planning Act 1990. Any appeal should be lodged within six months of 21 April 2021 and must be on forms provided by the Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol. BS1 6PN. The forms are also available from the Planning Inspectorate's website at [www.planning-inspectorate.gov.uk](http://www.planning-inspectorate.gov.uk). This does not however apply if your application has already been referred to the Secretary of State for Communities and Local Government.

Every effort will be made to deal with your application as quickly as possible and you are kindly requested to keep enquiries regarding its progress to a minimum.

The Council is required by Central Government to deal with as many applications, particularly householder applications, as possible within 8/13 weeks. Therefore you should be aware that your application may be determined without further reference to you or your agent in order that the Council can meet the Government's target.

The person dealing with your application is Gillian Fensome who can be contacted on 01483 74 3458 or [Gillian.Fensome@woking.gov.uk](mailto:Gillian.Fensome@woking.gov.uk).

Yours faithfully,

Thomas James  
Development Manager