

TJH Contracting LTD

Elmcourt

Sandhurst

Gloucester GL2 9NZ

Tel 01452 730155

Mob 07836 758080

[www.tjhLtd.co.uk](http://www.tjhLtd.co.uk)

Dear [REDACTED]

Re works at Cambridge House Farm, Elmcote Lane, Cambridge, Glos

This letter is to confirm that in May 2017, [REDACTED] dug 2 holes measuring 1m<sup>2</sup> x 1m deep at the end of shed 3 .

The holes were dug in order to commence building works for an office block.

Building Control Partnerships Ltd were then able to inspect the holes to confirm that building had commenced, in accordance with the granted planning permission .

Yours sincerely

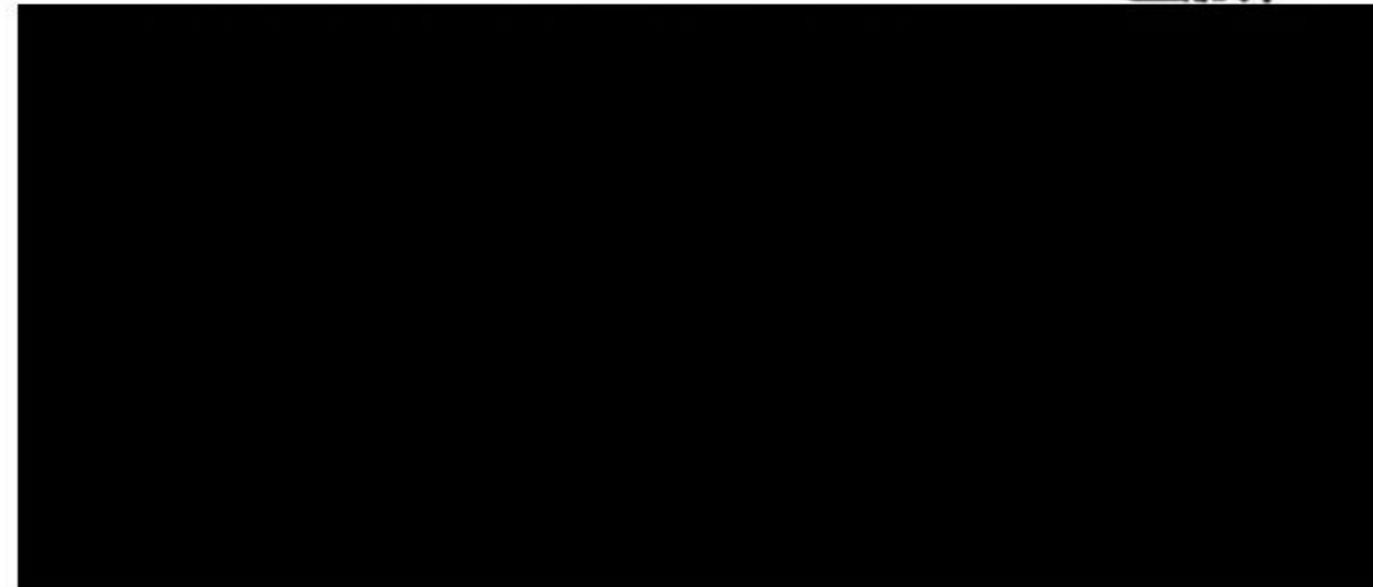
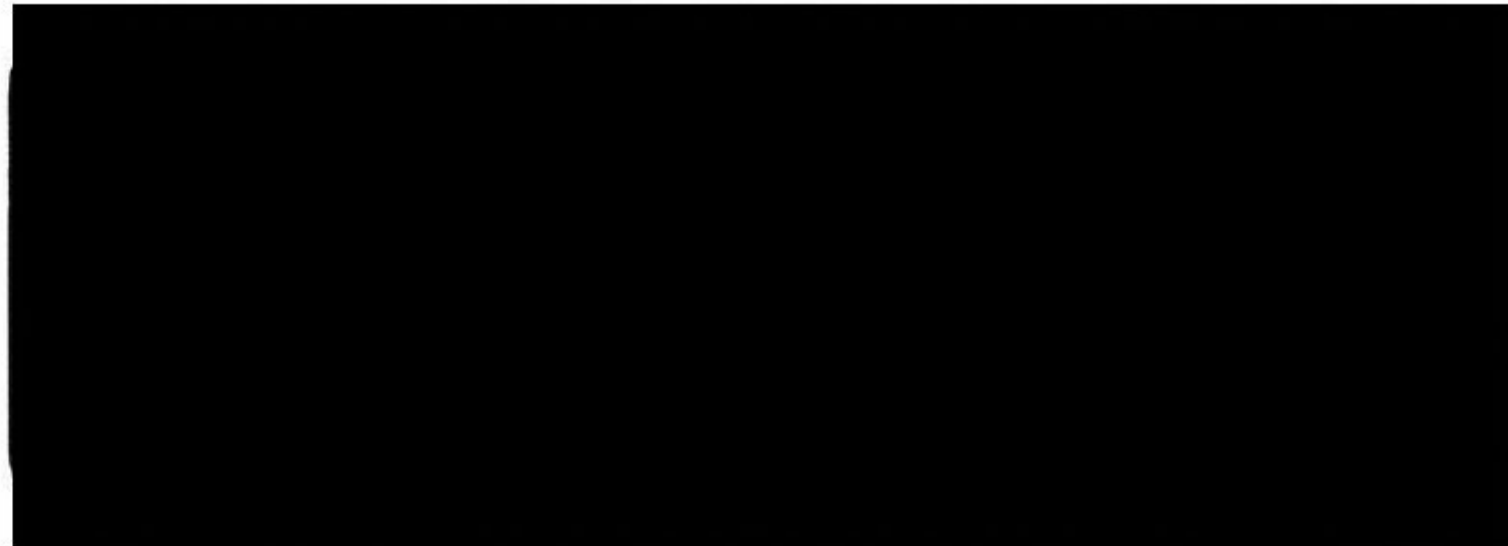
[REDACTED]

25<sup>th</sup> May 2019

INVOICE

# TJH Contracting Ltd

ELMCOURT, WALLSWORTH, SANDHURST, GLOS. GL2 9NZ



DATE	DESCRIPTION	PRICE	PER	£
	Excavation works for planning consent			£250.00

Comments:

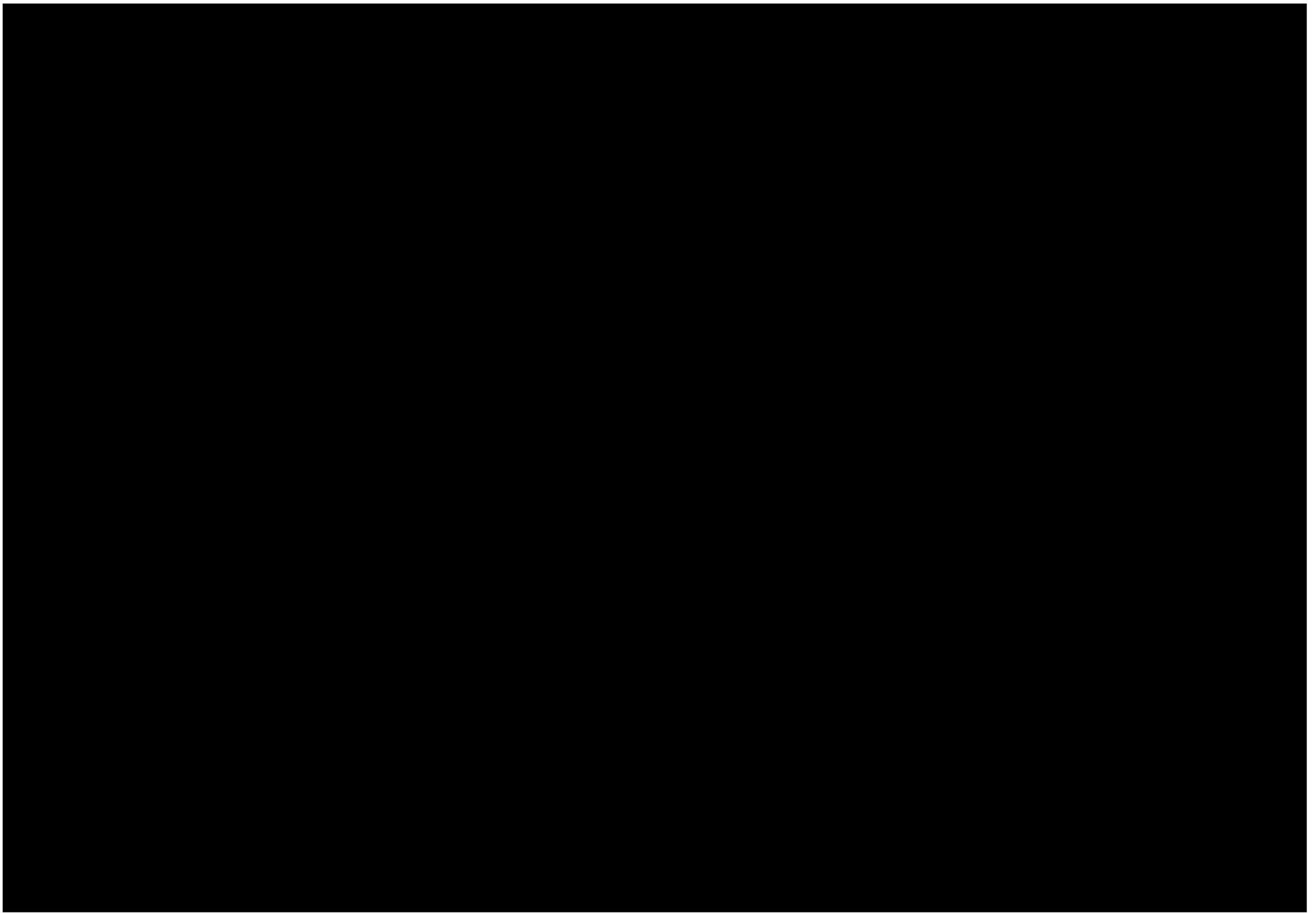
E&OE

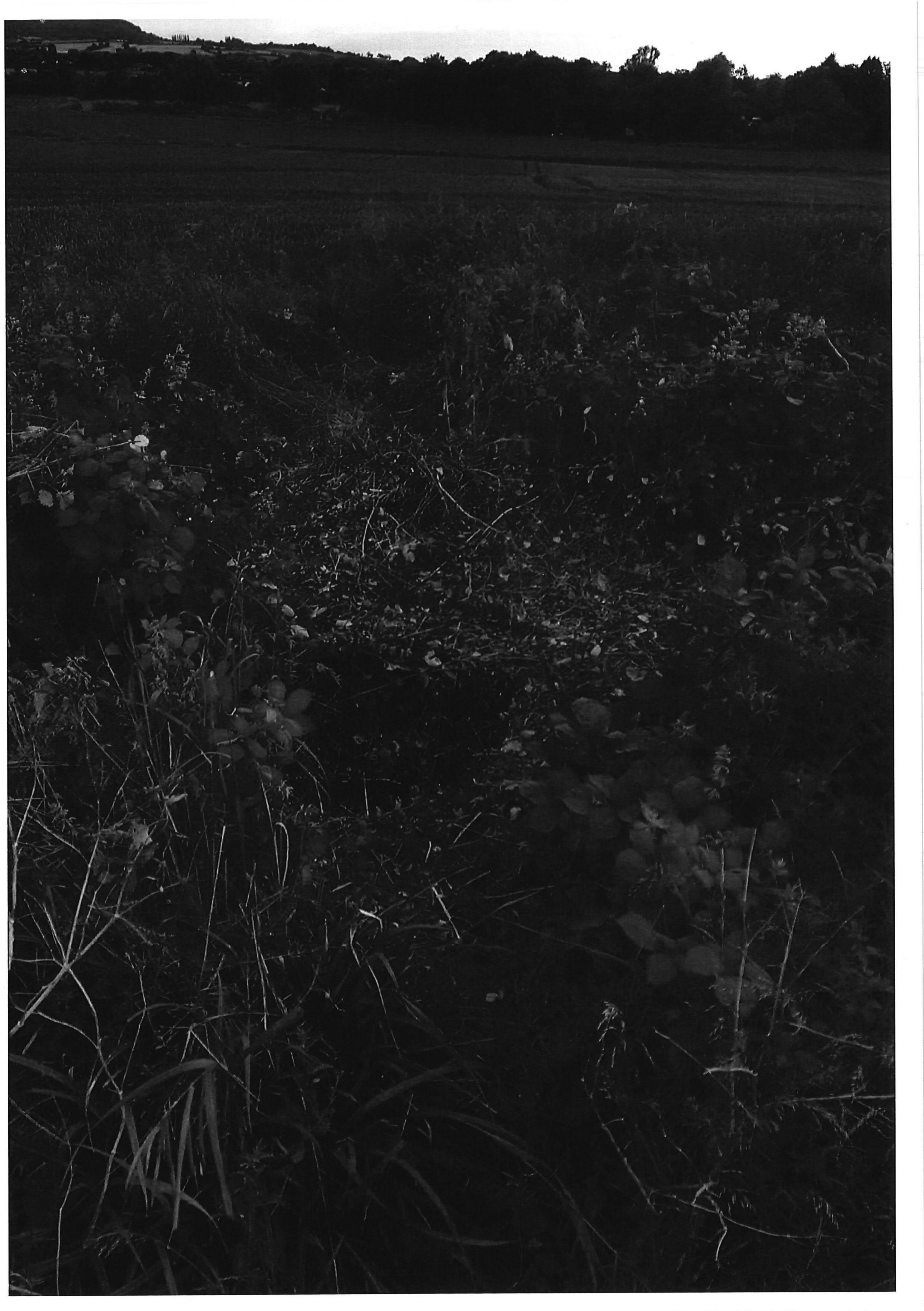
Total	£250.00
VAT @ 20%	£50.00
Grand Total	£300.00

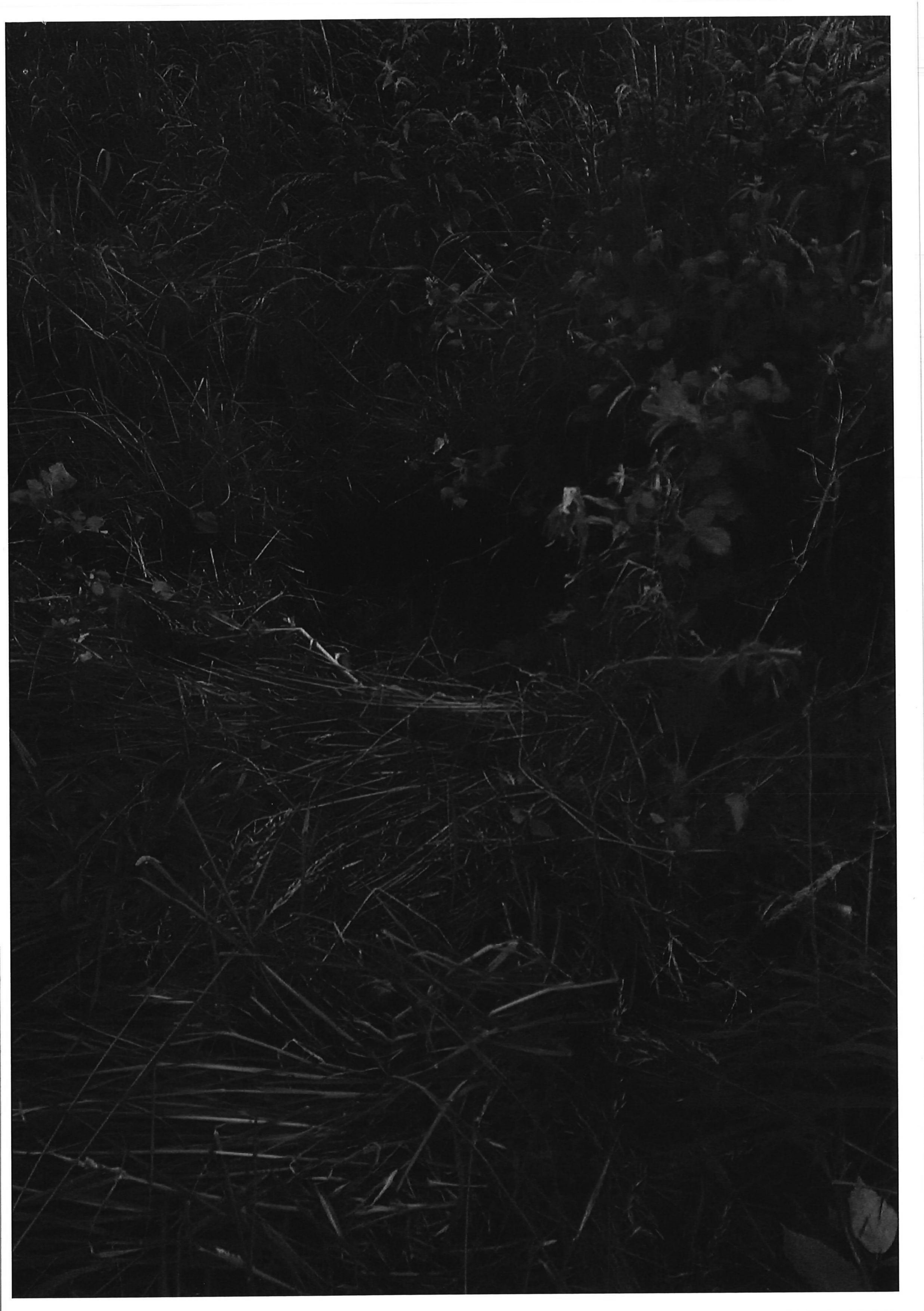
Terms: 30 Days Nett of Invoice Date  
Overdue Accounts Charged at 2.5% / Month

V.A.T. Registration No. 421 2596 73  
Company Reg No. 5036668

Lloyds Bank Details : sort code 30-93-48; acc no 04489763

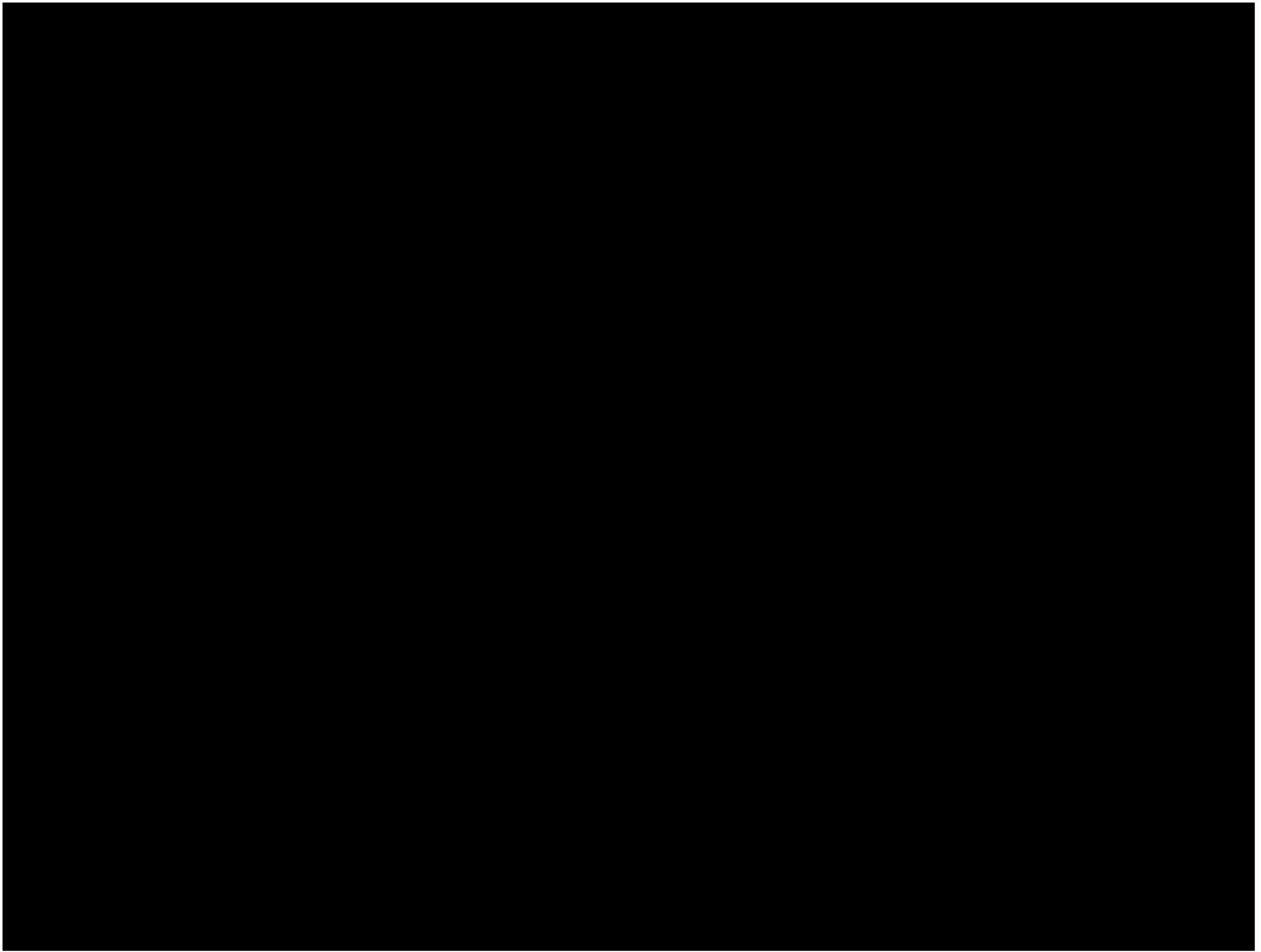
















Our Ref: BCP/17/13520

6 June 2017

Your Ref:

[Redacted]  
Cambridge House Farm  
Elmcote Lane  
Cambridge  
Gloucester  
GL2 7AS

Dear Sir or Madam,

**Extension to Farmhouse, Vehicle Storage, Two Storey Office Block - Cambridge House Farm  
Elmcote Lane Cambridge Gloucester GL2 7AS**

Thank you for your instructions, please find enclosed a copy of our letter to the Local Authority together with the formal Initial Notice for your records. The Approved Inspector has signed this notification on your behalf for expediency, please let us know if this is an issue.

Our fee for carrying out the Building Control function will be agreed with you, this will cover administration and reasonable inspections under the Building Notice system. Unless you have made alternate arrangements for payment with us or the amount has already been paid this fee or any balancing amount, will then be due and should be paid within fourteen days of being advised to you or before the commencement of any building works, whichever is the sooner. All cheques should be made payable to "Building Control Partnership Ltd" only and forwarded to this office, failure to observe this may delay your project. Please advise us in writing or by email if you feel you are not the responsible person for settling this account, stating who is, along with their full contact and email details.

Please tell this office, preferably by email and also advise your Building Control Surveyor seven working days in advance of your intention to commence building work so that site visits can be arranged. It is a requirement that you do not commence work until five working days have elapsed from the date of serving this Initial Notice. You should also tell us before various other stages of the work are covered over so we may inspect them, please discuss this with your Building Control Surveyor if you have any doubts.

At completion of the Building Control related work, but before occupation, you will require a "Final Certificate" from us. This certificate can only be issued if the Building Control related work appears to have been completed in accordance with the Building Regulations and any necessary compliance certificates have been supplied to and approved by us. A temporary period, but no more than four weeks of pre-completion occupation may be possible in certain circumstances. If you have any doubts concerning the correctness of the Building Control related work it is essential you discuss these with your Building Control Surveyor before we issue this certificate.

If you are unclear about anything regarding our services or the Building Control system, please do not hesitate to contact us or visit our web site for further information, please quote our reference in all communication.

Yours faithfully

[Redacted Signature]



**BUILDING  
CONTROL  
PARTNERSHIP**

Chartered Building Control Surveyors & Corporate Approved Inspectors

**BCP/17/13520**

**INITIAL NOTICE**

The Initial Notice is issued pursuant to Section 47 of the Building Act 1984 ("the Act") and the Building (Approved Inspectors etc.) Regulations 2010 ("the 2010 Regulations").

To: Stroud District Council Building Control Ebley Mill Stroud Gloucestershire GL5 4UB

- 1) **This notice relates to the following work:**  
Extension to Farmhouse, Vehicle Storage, Two Storey Office Block - Cambridge House Farm Elmcote Lane  
Cambridge Gloucester GL2 7AS
- 2) **The Corporate Approved Inspector in relation to this work is:**  
Building Control Partnership Ltd  
As approved by the Secretary of State for the Environment, Transport and the Regions and the Secretary of State for Wales.
- 3) **The person intending to carry out the work is:**  
[REDACTED] Cambridge House Farm Elmcote Lane Cambridge Gloucester GL2 7AS
- 4) **The work does not concern a new dwelling.**
- 5) **With this notice are the following documents, which are those relevant to the work described: -**
  - a) In the case of the erection or extension of a building, a plan to a scale of not less than 1:1250 showing the boundaries and location of the site and where the work includes the construction of a new drain or private sewer a statement: -
    - i) As to the approximate location of any proposed connection to be made to a sewer, or
    - ii) If no connection is to be made to a sewer, as to the proposals for the discharge of the proposed drain or private sewer, including the location of any septic tank and associated secondary treatment system, or any wastewater treatment system or any cesspool.
  - b) A statement of any local enactment to the work, and of steps to be taken to comply with it.
- 6) **We, Building Control Partnership Ltd, declare that:**

The work will be of a minor nature.

We will not be obliged to consult with the Fire Authority by regulation 12 of the 2010 Regulations.

We will be obliged to consult the sewerage undertaker by regulation 13 of the 2010 Regulations. We undertake to consult with the sewerage undertaker before giving a plans certificate in accordance with section 50 of the Act or a final certificate in accordance with section 51 of the Act in respect of any of the work described above.

We are aware of the obligations laid upon us by Part 2 of the Act and by regulation 8 of the 2010 Regulations.

We are approved inspectors for the purposes of Part 2 of the Act in respect of the work described in this notice. Copies of the notice of approval and of a declaration of insurance relevant to the work described in this notice are on the register kept by the body designated under regulation 3 of the Regulations.

