

Your ref:  
Our ref: 21/00706/F  
Please ask for: Miss Sandra Homcenko  
Direct dial: 01553 616824  
Direct fax: 01553 616652  
E-mail: borough.planning@west-norfolk.gov.uk

Atkins  
c/o Studio 11 Architecture  
Mr Jonathon Gower  
The Boathouse  
Harbour Square  
Nene Parade  
Wisbech  
PE13 3BH

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

12 April 2021

Dear Sir or Madam

### **TOWN AND COUNTRY PLANNING ACT 1990**

Details: **Conversion alteration and extension of existing outbuildings to form 2 new holiday lets with parking off an existing access. at Islington Hall Farm Islington Green Tilney All Saints King's Lynn Norfolk**

I have received a planning application as detailed above but cannot process it until I receive some more information:

1. Thank you for your payment of £206 but the fee for this application is £924. Please make a payment of £718.
2. From the 1st April 2016 the Habitats Regulations Monitoring and Mitigation Contribution levy came into force. The fee must be paid at the planning application submission stage or by entering into a Unilateral Undertaking / S106 agreement if you wish to pay later.

Therefore, a fee of £50 per dwelling, plus a £50 Administration Fee is payable on completion of a Unilateral Undertaking.

Payment in advance is charged at £50 per dwelling with no administration fee payable.

3. As the property lies within an area at risk to flooding, please complete the simplified Matrix and return it. The Matrix can be found at [https://www.west-norfolk.gov.uk/info/20173/information\\_for\\_planning\\_agents/231/flood\\_risk\\_information](https://www.west-norfolk.gov.uk/info/20173/information_for_planning_agents/231/flood_risk_information)

Once this information is received your application will become valid and the application can be passed to the relevant planning officer.

To enable us to deal with the additional information requested efficiently could you please ensure you quote the Application Number detailed at the top of this letter along with the name of the officer detailed on this letter. Could you also clearly state the location and details of the

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Tel: (01553) 616200  
DX 57825 KING'S LYNN

*Chief Executive – Lorraine Gore*

proposed development in all correspondence and **mark it for the attention of Miss Sandra Homcenko**

Yours faithfully

A handwritten signature in black ink, appearing to read "G. Atun". The signature is fluid and cursive, with a large initial "G" and a long, sweeping tail.

Executive Director  
Environment and Planning

