

Mr Ben Stephens
The Old Post Office
Riverside Lane
Tichborne
SO24 0NA
Hants

Our Ref: SDNP/21/04055/LIS
Contact: Colette Miller
Tel. No.: 01962 848 185

4th August 2021

**Town and Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure)
(England) Order 2015**

Dear Sir/Madam

PROPOSAL: Replace damaged oak beam and missing bricks on exterior of timber frame cottage.
SITE LOCATION: The Old Post Office , Riverside Farm Lane, Tichborne, SO24 0NA,

This proposal is within the South Downs National Park. The application will be dealt with and determined by Winchester City Council, acting as an agent for the South Downs National Park Authority (SDNPA), unless it is to be determined, or 'called in', by the SDNPA. If this happens you will be notified accordingly. Further details regarding the agency agreement can be found on the SDNPA website at www.southdowns.gov.uk.

I refer to the above application received on the 4th August 2021. I regret to inform you that the Authority is unable to validate your application because you have failed to provide the following information or documentation:

1. The submitted Location Plan does not show the level of detail required. Please provide a replacement plan drawn to a metric scale of 1:1250 or 1:2500 where possible, with the site boundary outlined in red and any other land within the applicant's ownership or control outlined in blue. Please note, it will be assumed that all consents are held by the applicant and or their appointed agent that allows reproduction of the plan for planning purposes.
2. Please can you provide a Design and Access Statement because the application you have submitted is for Listed Building Consent and the Design and Access Statement is a National Requirement for the application. Information on Design and Access Statements can be found at the following link:

<https://www.gov.uk/guidance/making-an-application#Validation-requirements-for-planning-permission>

The reason for requiring the information and documents set out above is that the national requirements are statutory and the local list requirements are supported by national and local policy as set out on our local validation list which can be viewed at the following link
<https://www.southdowns.gov.uk/planning/making-an-application/local-validation-list/>

For further information please read the Guidance Notes and Validation Checklist that accompanies each type of Planning Application. This is available from the South Downs National Park Authority website www.southdowns.gov.uk.

If a fee is due, please make cheques payable to **South Downs National Park Authority**.

Planning Applications, Winchester City Council,
PO Box 497, City Offices, Winchester, SO23 3DD
Tel: 01962 840222 Email: sdplanning@winchester.gov.uk

To make your application valid the above additional information must be received by **25th August 2021**. Any delay may require Notices and Certificates to be re-dated and/or re-served.
Please quote the above reference number on all returned correspondence.

No further action will be taken on your application until we receive the required information. If it is not received within the date specified above, then the application may be returned as incomplete, and removed from our system. If you need more than 21 days to provide the above information, then please contact the officer noted below as soon as possible.

Please send any further documents or plans requested above to the address shown on the first page of this letter, or send them electronically to Sdplanning@winchester.gov.uk, marked clearly for the attention of the officer noted below and stating the case reference **SDNP/21/04055/LIS**.

Yours faithfully

Colette Miller
Winchester City Council
Sdplanning@winchester.gov.uk