



Mr Ross Thain - RTK Stamford Limited
20 Belton Street
Stamford
PE9 2EF
United Kingdom

Ask for:	Chris Spong
Telephone:	01832 742351
Planning Services	
Our Ref:	NE/21/01564/FUL
Your Ref:	PP-10292932
Date:	25 October 2021

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Proposal : **Conversion of existing outbuilding to dwellinghouse; Two storey rear extension; Single storey front extension; Associated external works (including window and doors infills, new windows, doors, rooflights and gable dormer) at 8 High Street Collyweston Stamford Northamptonshire PE9 3PW .**

I refer to the above application received on **19 October 2021** but have to advise you that it is **INVALID/INCOMPLETE**. In order to enable further progress to be made, please supply the following:

1. Please confirm in writing that you are content with the amended description as given above. This amendment is suggested as this explicitly identifies the proposed works.
2. As per our published Local Requirements, "All plans and drawings must be drawn to an appropriate metric scale and have all relevant dimensions of the key elements of the proposal clearly written. This includes the height, length, width and (if relevant) the distance from the site boundary of any proposed works. We require this so that the proposed dimensions are clear when plans are viewed online." This is required as we now run a completely paperless planning office. Please provide amended drawings showing the height dimensions of the proposal.
3. Within the Design and Access statement there is reference to a preliminary roosting assessment report however according to the 'Attachment summary' this has not been provided

Please take the necessary action required to complete this application. If this is not completed within the next 28 days, the application will be withdrawn and a full re-submission of the application will be required. In the meantime you should note that the statutory period for the determination of the application may be held in abeyance.

Please note that North Northamptonshire Council prefers to receive all communication electronically.

For details of how we treat your data, please see our Privacy Statement:

www.northnorthants.gov.uk/privacynotices

Yours faithfully

Chris Spong
Technical Officer, Planning Services