

Your Ref :  
Our Ref : 22/0510/PMA  
Contact : Planning Technical Administration Team  
Email : [planning@n-kesteven.gov.uk](mailto:planning@n-kesteven.gov.uk)

Mr Lewis Smith  
Robert Doughty Consultancy Ltd  
32 High Street  
Helpringham  
Sleaford  
Lincolnshire  
NG34 0RA

5th April 2022

Dear Sir/Madam

### **Notification of Receipt of Prior Approval Application**

**Application Reference:** 22/0510/PMA

**Proposal:** Change of use of the Bell Inn from Commercial, Business and Service (Use Class E) to single dwellinghouse (Use Class C3)

**Location:** Bell Inn 3 Far Lane Coleby

**Date Registered:** 30th March 2022

**Terminal Date:** 25th May 2022

I acknowledge receipt of your application received on the above date. The application fulfils the requirements of the relevant legislation in terms of its initial validation and therefore you should receive determination as to whether prior approval is required or not within 56 days of the aforementioned date on which the Council received your application. If the case officer requires further information in order to fully assess the application they will be in touch.

Please note that in order to protect customers and staff and control the spread of the Covid-19 virus, in line with the Prime Minister's statement, the planning department has moved towards more agile ways of working. This means that at this stage your application has gone through a simpler validation check of basic information/requirements, rather than the full check of all constraints, and therefore the planning officer allocated to your application may request further information from you during the course of the application. If on this further examination, we find that your application is incomplete, we may invalidate it at this stage. We have taken this approach to try get applications registered as quickly as possible and prevent any unnecessary delays in the processing of applications. If you have any questions about your application please email the planning officer named below. Please note that a time extension may be required on the application due to current restrictions on site visits and also to allow neighbouring properties to be consulted in line with statutory guidance, the case officer will contact you about this in due course.

If you have any concerns or general queries regarding the progress of your application, then please contact the Planning Administration Section for assistance. It will help the Council if in all

communications you quote the application number, **22/0510/PMA** and the case officer's name, **Phil Eley**. You can track your application online at [www.n-kesteven.gov.uk/planningonline](http://www.n-kesteven.gov.uk/planningonline).

Yours faithfully

*Technical Administration Team*

**Planning Services**