

Your ref:  
Our ref: 23/00007/F  
Please ask for: Mrs Lesley Raby  
Direct dial: 01553 616818  
E-mail: borough.planning@west-norfolk.gov.uk

Sue Ryder  
Mrs Elizabeth Jarmin  
Kings House  
King Street  
Sudbury  
Suffolk  
CO10 2ED  
England

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

5 January 2023

Dear Sir or Madam

**TOWN AND COUNTRY PLANNING ACT 1990**

Details: **Replacement timber shopfront with aluminium at Sue Ryder Care 79 Westgate  
Hunstanton Norfolk PE36 5EP**

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

1. The proposed plan is not to scale.

Provide a proposed plan with is to scale at 1:100 and also confirm that both the existing side elevations and both the proposed side elevations are the same.

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 proposed development in all correspondence and **mark it for the attention of Mrs Lesley Raby**

Yours faithfully



Executive Director  
Environment and Planning

