

From: [Joanne Wren](#)  
To: [PScan1](#)  
Subject: 23/00672/FM AGENT CORRESPONDENCE  
Date: 24 May 2023 11:02:20

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-----Original Message-----

From: Ruth Harris <[Ruth@collectivecommunityplanning.co.uk](mailto:Ruth@collectivecommunityplanning.co.uk)>  
Sent: 23 May 2023 12:05  
To: Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>  
Cc: PScan1 <[pscan1@west-norfolk.gov.uk](mailto:pscan1@west-norfolk.gov.uk)>  
Subject: RE: Invalid Letter 23/00672/FM

Hi Jo,

Thank you for coming back to me, the site has enacted permission for 20 lodges with this application seeking to increase that number therefore if you could include this in the description that would be fantastic.

With regards to the lodges, yes, they fall within the definition of a caravan as they are delivered complete and placed on site meaning that they can be removed in the same way.

I will get the information submitted this week.

Kindest regards,

Ruth

Ruth Harris  
Collective Community Planning  
T: 01603 972538  
E: [ruth@collectivecommunityplanning.co.uk](mailto:ruth@collectivecommunityplanning.co.uk)  
W: [www.collectivecommunityplanning.co.uk](http://www.collectivecommunityplanning.co.uk)

My current work days are Tuesday, Wednesday and Thursday morning.

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-----Original Message-----

From: Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>  
Sent: Thursday, May 18, 2023 10:14 AM  
To: Ruth Harris <[Ruth@collectivecommunityplanning.co.uk](mailto:Ruth@collectivecommunityplanning.co.uk)>  
Cc: PScan1 <[pscan1@west-norfolk.gov.uk](mailto:pscan1@west-norfolk.gov.uk)>  
Subject: RE: Invalid Letter 23/00672/FM

Hello


Thank you for your email and attachments. I have looked at your previous applications, are there 20 lodges currently on site and are you applying for the siting of 15 more lodges? If this is the case I can add this to the description of the proposal if you agree?

In response to your email:

1. Do these lodges fit within the planning definition of a caravan then? If this is the case then I cannot insist on more detailed plans.
2. Thank you for the CIL form.
3. If you do not want to pay the Habitat Mitigation Fee prior to validation you will need to enter into a unilateral undertaking. Please complete the attached Heads of Terms form.
4. The assessment is required. A 'Pre determination Questionnaire' was completed for the previous application. Since then the form has changed, I have attached this 'YALPAG Screening Assessment' form, please complete and return this.
5. See point 1.
6. I do require an existing and proposed site plan so that it is clear what this application is for. The proposed site plan should show the proposed development and any site boundaries. Please submit these done to a scale of 1:500. I will confirm the fee once it is clear what the proposed development is.
7. The top right corner of the site is missing from your location plan, please include this and resubmit the plan.

Regards

Jo Wren, Technical Support Officer

 Email: [borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)

-----Original Message-----

From: Ruth Harris <[Ruth@collectivecommunityplanning.co.uk](mailto:Ruth@collectivecommunityplanning.co.uk)>

Sent: 17 May 2023 11:54

To: Borough Planning <[borough.planning@West-Norfolk.gov.uk](mailto:borough.planning@West-Norfolk.gov.uk)>

Subject: RE: Invalid Letter 23/00672/FM

[External Email]

[Think before you click on links]

Good Afternoon,

Apologies for the delay in responding to your invalid letter, I have been out of the office.

For ease I have below commented on each of the points raised in your letter in the order that you have listed with attachments as required:

- 1) The site is for holiday lodges that will all be the same including that of the warden's accommodation hence there being only one floor plan. I have attached the brochure for the proposed lodge type to be used. The information supplied is in line with that which was submitted for the approved application 13/01246/FM and 12/02053/F.
- 2) Please see attached the completed CIL Form 1 which has been based on there being one residential dwelling classified as the warden's accommodation and the rest being holiday lodges which does not fall within the CIL remit. It should also be noted that the warden's accommodation will be a holiday lodge that has permanent residency and will not be house in the traditional sense.
- 3) The client would like to pay once the consultation period has ended if this is possible.
- 4) As per applications 13/01246/FM and 12/02053/F the requirement for a contaminated land assessment was not required and this is an extension of an existing site this further demonstrates that no additional work is required.

5) The floor plan submitted is the same as the one used in 13/01246/FM as they are the same size units etc and this was deemed acceptable.

6) The fee was based on the red line area for the application, if you could confirm this is correct it would be appreciated.

7) The location shows the redline all the way around the site, if you could confirm what is required in more detail that would be appreciated.

Kindest regards,

Ruth

Ruth Harris  
Collective Community Planning  
T: 01603 972538  
E: [ruth@collectivecommunityplanning.co.uk](mailto:ruth@collectivecommunityplanning.co.uk)  
W: [www.collectivecommunityplanning.co.uk](http://www.collectivecommunityplanning.co.uk)

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-----Original Message-----

From: [borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk) <[borough.planning@west-norfolk.gov.uk](mailto:borough.planning@west-norfolk.gov.uk)>  
Sent: Thursday, May 4, 2023 1:55 PM  
To: Ruth Harris <[Ruth@collectivecommunityplanning.co.uk](mailto:Ruth@collectivecommunityplanning.co.uk)>  
Subject: Invalid Letter 23/00672/FM

Planning Invalid Please see attached

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