

Your ref:
Our ref: 23/01932/F
Please ask for: Lynn-Marie Elliott
Direct dial:
E-mail: borough.planning@west-norfolk.gov.uk

Borough Council of
**King's Lynn &
West Norfolk**



S Harvey & A Wright
c/o Cooper Architectural Design
Mr John Cooper
90 WINSOVER ROAD
Spalding
PE11 1HA
United Kingdom

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

6 November 2023

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Rear Single Storey Extension & Alterations to Existing Conservatory at 46
Popes Lane Terrington St Clement King's Lynn Norfolk PE34 4NT**

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

1. As the property lies within an area at risk to flooding, please complete the simplified Matrix and return it. The Matrix can be found at https://www.west-norfolk.gov.uk/info/20173/information_for_planning_agents/231/flood_risk_information

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 Lynn-Marie Elliott**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Lorraine Gore'.

Executive Director
Environment and Planning

