



Your ref:	Central Reference Library, We...	Please reply to:	Fraser Fikrie
Our ref:	23/08251/COLBC	Tel No:	0753424 7967
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Cosmo Phillipps AtkinsRealis Nova North 11 Bressenden Place Westminster London SW1E 5BY		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
			8 December 2023

Dear Sir / Madam

TOWN AND COUNTRY PLANNING ACT 1990
 PLANNING (LISTED BUILDINGS AND CONSERVATION AREAS) ACT 1990

Address: 35 St Martin's Street, London, WC2H 7HP,

Proposal: Strip out the existing CCTV system, including all wiring and trunking, and the installation of a new system. Install replacement CCTV camera system including mains powered cameras and associated wiring, CCTV signage, and a security enclosure for the new recording equipment.

Thank you for your application received on 28 November 2023. I am writing to inform you that your application is incomplete for the following reason(s):

- 1 No drawings were provided in the appendices. Please provide:
 - Existing and proposed drawings (plans and elevations) showing the location of the CCTV cameras, signage and security enclosure.

Please forward this information to the above email address by **5 January 2024**. Please do not forward the requested information separately, as your application will only be progressed when ALL requested information has been received. Please send revised/new information to the email address, not via the planning portal.

The description of development may have been changed to better reflect the proposed works, if you do not agree that this accurately reflects your proposals, please provide an amended description of development when you respond to the above.

If we do not receive this information within four weeks of this notification we shall take no further action on your application. If you require longer than four weeks to submit the revised information, please contact us.

If you'd like to make a payment, please call: 020 7641 6500, or for general enquiries call 020 7641 6000. **Please note, for queries relating to this case, please refer to the officer dealing with your case: details at top of the letter.**

Yours faithfully

Fraser Fikrie

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