

Our Ref: 24/00266/HFUL
Your Ref: Parmee

26 January 2024



Mr Anthony Moore
The Cambridge Conservatory Centre
Limited
120 Cambridge Road
Great Shelford
Cams
CB22 5JT

South Cambridgeshire Hall
Cambourne Business Park
Cambourne
Cambridge
CB23 6EA

www.scams.gov.uk | www.cambridge.gov.uk

Dear Mr Moore

**South Cambridgeshire District Council
Application for Planning Permission**

Proposal: Single storey rear extension.

Site address: 55 Meldreth Road Shepreth Cambridgeshire SG8 6PS

Your client: Mr Alex Parmee

I have checked the above application received on 24 January 2024 and am currently unable to register it as a valid application as it does not meet the requirements detailed on our published validation checklist.

What you need to do

The following item(s) need your attention:

0. Please provide a block plan. Please ensure this is at a scale of 1:100/1:200 and shows sites boundaries, details of boundary treatments (types & height) and positions of buildings/structures on the other side of the boundaries.

For an example of an acceptable block plan, please see:
www.planningportal.gov.uk/uploads/1app/maps_plans_and_planning_apps.pdf

If you are providing revised or additional documents please can you email them to planning@greatercambridgeplanning.org quoting your planning reference number.

A decision on your application will be delayed

Your application will not be registered or formally acknowledged until receipt of the above. Unfortunately this will inevitably delay determination of your client's application.

If the above has not been received before 9 February 2024 the documents may be returned to you and any fee paid refunded.

If you wish to discuss this request please contact me on the telephone number listed below.

Yours sincerely

Ian Papworth
Technical Support Officer

Email: Planning@greatercambridgeplanning.org

Direct dial: 01954 713406