

Our Ref: 24/00367/FUL  
Your Ref: 921 Collacott revision

1 February 2024



Mr Nicholas Twitchett  
Twitchett Architect  
24 Arbury Road  
Cambridge  
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South Cambridgeshire Hall  
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Dear Mr Twitchett

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

Proposal: Retrospective first floor rear extension, replacement windows and shop front, slate roofing, insertion of rooflights, removal of rear chimney stack and composite cladding to rear elevation.

Site address: 15-17 High Street Histon Cambridgeshire CB24 9JD

Your client: Mr J Collacott

I have checked the above application received on 31 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:

1. As the property falls within a designated conservation area please submit a Design, Access and Heritage statement.

If you are providing revised or additional documents please can you email them to [planning@greatercambridgeplanning.org](mailto: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 15 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](mailto:Planning@greatercambridgeplanning.org)  
Direct dial: 01954 713406