

Mr Richard Keay
Nuts Close
Common Road
Eton Wick
SL4 6QY

26th January 2024

Dear Sir/Madam

Town and Country Planning Act 1990 (as amended)

APPLICATION NO: 24/00034/LB/ADDINF

DESCRIPTION: Replacement roof

LOCATION: Oxford Cottage Farm Winkfield Lane Winkfield

I am in receipt of your planning application in respect of the above proposal. Before the application can be validated, the following matters require attention:-

- 1 The principal planning officer has now assessed your application. She requires all four elevation plans of the existing house. Do not submit the plans via the portal. Please send them directly to me.

Please note one further reminder will be sent out after 2 weeks, if I do not receive the requested information within 1 month from the date of this letter, I will have no alternative but to close this application off and no further action will be taken. Should this occur 25% of the planning fee will be retained to cover admin costs.

If you require further assistance, please do not hesitate to call me.

Yours faithfully

Vasugi Bradeepan

Planning Technical Clerk
Planning Transport and Countryside
email; Vasugi.Bradeepan@bracknell-forest.gov.uk
direct line; 01344 351140

PLACE PLANNING AND REGENERATION

Bracknell Forest Council, Time Square, Market Street, Bracknell, Berkshire RG12 1JD
T: 01344 352000 Minicom: 01344 352045 www.bracknell-forest.gov.uk