



Aylesbury Area

Application for a Lawful Development Certificate for a Proposed Use or Development

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)	Northing (y)
<input type="text" value="478972"/>	<input type="text" value="211465"/>

Description

Applicant Details

Name/Company

Title

Mr

First name

Tim

Surname

Armstead

Company Name

Oxford Diocese

Address

Address line 1

Church House

Address line 2

Langford Locks

Address line 3

Town/City

County

Country

United Kingdom

Postcode

OX15 1GF

Are you an agent acting on behalf of the applicant?

Yes

No

Contact Details

Primary number

Secondary number

Fax number

Email address

Agent Details

Name/Company

Title

First name

Surname

Company Name

Address

Address line 1

Address line 2

Address line 3

Town/City

County

Country

Postcode

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

***** REDACTED *****

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

Yes

No

Does the proposal consist of, or include, a change of use of the land or building(s)?

Yes

No

If Yes, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out

Ground floor premises to be used as offices. No building works currently proposed.

If Yes, please fully describe the existing or the last known use, with the date when this use ceased

The property was last used as a residential dwelling in 2020. The property was extended in .

Has the proposal been started?

Yes

No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

We are seeking permission to use ground floor premises for office use on a temporary basis. Planning approval was granted on 11/11/09 for a single storey meeting room to accommodate Archdeacon meetings. This use would be continued but we are proposing that the rest of the ground floor would also be used for offices on a temporary basis.

The extension was completed in 2010 and thereafter until October 2020 the premises were used as follows:

3-4 people using the office on a daily basis

1 to 1 meetings (ie one additional visitor/car) approx. 4 or 5 times a week

Small group meetings with 4 or 5 visitors/cars to the office, approx. 4 small group meetings each week

Large group meetings with visitors to the office (say 10-15 visitors/individual cars) approx. 1-2 per week

Archdeacon and family living and working in house.

The property was subsequently let on an Assured Shorthold Tenancy up until the end of last year.

Going forward we propose the following use:

5-6 people 3 days a week. Pattern of meetings to be the same as previously.

We apply for this temporary change of use as the difference to previous arrangements is that no one will be permanently living in the house going forward and the whole of the ground floor maybe used as office use on a temporary basis.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

09/01733/APP | Single storey side extension | The Rectory Ford Road Stone Buckinghamshire HP17 8RZ. Approval granted 11/11/09.

Select the use class that relates to the existing or last use.

C3 - Dwellinghouses

Information about the proposed use(s)

Select the use class that relates to the proposed use.

E(g)(i) - Offices - Except where not suitable in a residential area

Is the proposed operation or use

Permanent

Temporary

If Temporary please give details

Urgent operational requirement to move recently deceased Bishops Office to create new area office for 5-6 people for a period of up to 3 years. This building isn't considered to be an appropriate long term option for this operation. This temporary solution therefore provide time to assess options before committing to a new long term solution.

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

We are seeking a temporary planning approval for change of use, with commencement of office use starting in approximately 6 weeks time. We wouldn't therefore be requiring a Lawful Development Certificate currently.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

Yes

No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent
- The applicant
- Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- Yes
- No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- Yes
- No

Interest in the Land

Please state the applicant's interest in the land

- Owner
- Lessee
- Occupier
- Other

Declaration

I/We hereby apply for Lawful development: Proposed use as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

- I / We agree to the outlined declaration

Signed

Tim Armstead

Date

06/03/2024