



Your ref:	49 Ordnance Hill	Please reply to:	Fraser Fikrie
Our ref:	24/01213/FULL	Tel No:	0753424 7967
		Fee Queries:	0207 641 6500;
		Email:	planningreception@westminster.gov.uk;
Mr Tom Sweetman DP9 100 Pall Mall London SW1Y 5NQ		Incomplete Applications Town Planning & Building Control City of Westminster PO Box 732 Redhill, RH1 9FL	
		13 March 2024	

Dear Sir / Madam

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

Address: 49 Ordnance Hill, London, NW8 6PS,

Proposal: Temporary change of use from residential dwelling to consultation hub for the period up to 31st December 2027

Thank you for your recent response to our email dated 28 February 2024 requesting further information in respect of your application received on 23 February 2024. Regretfully I am writing to inform you that your application is still incomplete for the following reason(s):

1 Please provide a formal statement that can be published on our website (not just informal e-mail), that states:

- How the unit will be operated, including hours of operation
- Whether visits will be by appointment only
- Emergency contact number

Please forward this information to the above email address by
10 April 2024.

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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Note - Please read our Privacy Notice online <https://www.westminster.gov.uk/privacy-notice-planning>