

Ogbourne St George Parish Council  
Ogbourne Parish Council

Development Services Central  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN

Tel: 0300 456 0114

Email: [developmentmanagement@wiltshire.gov.uk](mailto:developmentmanagement@wiltshire.gov.uk)  
[www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

01 June 2018

Enquiries to: Karen Guest

Direct Line: OfficerPhone2

Dear Sir/Madam

**Application No: 18/04314/CLE (please quote this number in all correspondence)**

Proposal: Application for a Lawful Development Certificate to confirm commencement of works prior to the expiration of three years (in line with condition 1 of K/57325/F).

Location: 2 Hallam Cottages, Southend, Ogbourne St George, Wiltshire

An application for a lawful development certificate for an existing use has been received for the above proposal.

As you may appreciate, the Council operates its decision-making powers on applications within a legal framework established by the Government. With applications for Certificates of Lawfulness the critical consideration is whether or not the development is 'lawful' and consequently immune from enforcement action by the local planning authority. Lawfulness may be achieved if, in the case of operational development, the development has existed for a continuous period in excess of four years prior to the date of the application; and in the case of development involving a change of use, the development has existed for a continuous period in excess of ten years prior to the date of the application. In all cases the onus is on the applicant to provide the evidence to demonstrate the existence of the development.

In notifying you of the application the local planning authority, therefore, seeks your knowledge (if any) on the existence of the development for the given periods. Should you decide to respond then you should concentrate on facts relevant to this, supported by any evidence that you may have (such as dated photographs, related correspondence, etc.). The merits of the development (for example, the impact on the appearance of the area or the impact on road safety) are not relevant to an application for a Certificate of Lawfulness.

When viewing the documents submitted with this application, please check question 9 on the application form to see what grounds the certificate is sought. If you have any evidence to either support or refute these grounds, please send your views in writing to me by 29 June 2018. Plans are available to view on the website <http://planning.wiltshire.gov.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>. You may also use the computers in your local library to access the council's web site. The staff at the library will be pleased to help you.

You can comment via the online facility on our website, send an email directly or write to me at the above address.

**Comments should not be of a discriminatory, defamatory or libellous nature.** All comments received will be considered but it will not normally be possible to respond to them individually. Letters will be scanned and placed onto the Council's website so that you can view and check that your letter has been received. All letters will be placed on the file and will be open to public inspection under the provisions of the Local Government (Access to Information) Act 1985.

**If you are the tenant, you may comment but please also forward this letter to the owner.**

Whilst most applications are determined by the Director Development Services under delegated powers, if this planning application is referred to the Development Control Committee you will be advised of the date, time and venue of the relevant meeting. A decision is expected to be made by 24 July 2018. Details of the decision will be made available on the website.

Yours faithfully

Mike Wilmott  
Head of Development Management