

Public Document Pack

Date of meeting Tuesday, 25th February, 2025
Time 7.00 pm
Venue Queen Elizabeth II & Astley Rooms - Castle House, Barracks Road, Newcastle, Staffs. ST5 1BL
Contact Geoff Durham 742222



**NEWCASTLE
UNDER LYME**
BOROUGH COUNCIL

Castle House
Barracks Road
Newcastle-under-Lyme
Staffordshire
ST5 1BL

Planning Committee

AGENDA

PART 1 – OPEN AGENDA

- 1 APOLOGIES**
- 2 DECLARATIONS OF INTEREST**
To receive Declarations of Interest from Members on items included on the agenda.
- 3 MINUTES OF PREVIOUS MEETING(S)** (Pages 3 - 6)
To consider the minutes of the previous meeting(s).
- 4 APPLICATION FOR MAJOR DEVELOPMENT - FORMER JUBILEE BATHS, NELSON PLACE, NEWCASTLE. INTEGRITAS PROPERTY GROUP (IPG) NUMBER 8 LTD. 25/00008/FUL** (Pages 7 - 14)
- 5 APPLICATION FOR MAJOR DEVELOPMENT - ASHFIELDS GRANGE, HALL STREET, NEWCASTLE. ASPIRE HOUSING. 25/00012/FUL** (Pages 15 - 20)
- 6 5 BOGGS COTTAGE, KEELE. 14/00036/207C3** (Pages 21 - 22)
- 7 HISTORIC BUILDINGS GRANTS - CONDITIONS** (Pages 23 - 24)
- 8 URGENT BUSINESS**
To consider any business which is urgent within the meaning of Section 100B(4) of the Local Government Act, 1972
- 9 DISCLOSURE OF EXEMPT INFORMATION**
To resolve that the public be excluded from the meeting during consideration of the following item(s) because it is likely that there will be a disclosure of exempt information as defined in paragraphs 1,2 and 3 in Part 1 of Schedule 12A of the Local Government Act 1972.

Members: Councillors Northcott (Chair), Crisp (Vice-Chair), Beeston, Burnett-Faulkner, Bryan, Fear, Holland, Hutchison, Brown, Gorton, J Williams and G Williams

Members of the Council: If you identify any personal training/development requirements from any of the items included in this agenda or through issues raised during the meeting, please bring them to the attention of the Democratic Services Officer at the close of the meeting.

Meeting Quorums :- Where the total membership of a committee is 12 Members or less, the quorum will be 3 members....Where the total membership is more than 12 Members, the quorum will be one quarter of the total membership.

SUBSTITUTE MEMBER SCHEME (Section B5 – Rule 2 of Constitution)

The Constitution provides for the appointment of Substitute members to attend Committees. The named Substitutes for this meeting are listed below:-

Substitute Members:	Sweeney	Whieldon
	S Tagg (Leader)	Fox-Hewitt
	Heesom	D Jones
	Johnson	Edginton-Plunkett
	J Tagg	Grocott
	S Jones	Dymond

If you are unable to attend this meeting and wish to appoint a Substitute to attend on your place you need to identify a Substitute member from the list above who is able to attend on your behalf

Officers will be in attendance prior to the meeting for informal discussions on agenda items.

NOTE: IF THE FIRE ALARM SOUNDS, PLEASE LEAVE THE BUILDING IMMEDIATELY THROUGH THE FIRE EXIT DOORS.

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Agenda Item 3

Planning Committee - 28/01/25

PLANNING COMMITTEE

Tuesday, 28th January, 2025
Time of Commencement: 7.00 pm

[View the agenda here](#)

[Watch the meeting here](#)

Present: Councillor Paul Northcott (Chair)

Councillors:	Crisp	Fear	J Williams
	Beeston	Hutchison	G Williams
	Burnett-Faulkner	Brown	
	Bryan	Gorton	

Apologies: None

Officers:	Geoff Durham	Civic & Member Support Officer
	Rachel Killeen	Development Management Manager

1. **DECLARATIONS OF INTEREST**

The Chair declared an interest in item 4 - application 24/00231/FUL, as a member of the Aspire Board.

2. **MINUTES OF PREVIOUS MEETING(S)**

Resolved: That the minutes of the meeting held on 3 December, 2024 be agreed as a correct record.

3. **APPLICATION FOR MAJOR DEVELOPMENT - LAND AT ST LUKES CLOSE, SILVERDALE. ASPIRE HOUSING. 24/00231/FUL**

Councillor Northcott vacated the Chair and left the room during consideration of the next item

Councillor Crisp in the Chair

Resolved: That the application be permitted subject to the undermentioned conditions:

- (i) Time limit
- (ii) Approved plans
- (iii) Materials, boundary treatment and hard surfacing details
- (iv) Landscaping scheme
- (v) Hours of construction
- (vi) Scheme for the remediation and retention of the land off Station Road
- (vii) Scheme for off-site highway improvements on Station Road
- (viii) construction of vehicular access onto Station Road

Planning Committee - 28/01/25

- (ix) Surfacing of private driveways, car parking, access, servicing and circulation areas in a bound material
- (x) Car park management scheme
- (xi) Construction Environmental Management Plan
- (xii) Cycle parking
- (xiii) Travel Plan
- (xiv) Tree protection
- (xv) Levels
- (xvi) Contamination
- (xvii) Recommendations of Preliminary Ecology Appraisal
- (xviii) Management and delivery of onsite BNG
- (xix) Remedial stabilisation works
- (xx) Drainage details including Surface Water Management Plan
- (xxi) Survey of culverted watercourse and remediation if necessary
- (xxii) Affordable housing provision

[Watch the debate here](#)

Councillor Northcott in the Chair

4. **APPLICATION FOR MAJOR DEVELOPMENT - VEHICLE STORAGE LAND, LINLEY ROAD, TALKE. NEIL LAWSON, ARNOLD CLARK AUTOMOBILES. 24/00776/FUL**

Resolved: That the application be permitted subject to the undermentioned conditions:

- (i) Time limit
- (ii) Approved plans
- (iii) Materials
- (iv) Parking and turning spaces
- (v) Limit on construction hours
- (vi) Limit on operational hours
- (vii) Construction and Environmental Management Plan
- (viii) Dust control and mitigation
- (ix) Noise details of any refrigeration and air conditioning units
- (x) Contaminated land
- (xi) Waste storage
- (xii) Surface water drainage design

[Watch the debate here](#)

5. **REGISTER OF LOCALLY IMPORTANT BUILDINGS AND STRUCTURES IN NEWCASTLE-UNDER-LYME – 2024 REVIEW**

Resolved: That the proposed additions to the Register, as set out in Section 2 of the report, be agreed.

[Watch the debate here](#)

**6. APPLICATION FOR FINANCIAL ASSISTANCE (HISTORIC BUILDINGS GRANT)
- 3 CHURCH STREET, NEWCASTLE. 24/25006/HBG**

Reference was made to the 'standard conditions' which were attached to these grants and also, if follow ups were made to ensure that works had been undertaken.

Members were advised that the 'standard conditions' would be circulated to them.

Councillor Fear requested that a future report be brought back to Committee showing due discharge of the conditions.

- Resolved:**
- (i) That, subject to the standard conditions, a Historic Building Grant of £2,400 be given for the repair of 9 timber sash windows.
 - (ii) That a report be brought to Committee on completion of the works, showing due discharge of the conditions.

[Watch the debate here](#)

7. LAND AT DODDLEPOOL, BETLEY. 17/00186/207C2

- Resolved:**
- (i) That the information be received.
 - (ii) That an update report be brought to Committee in two months' time

[Watch the debate here](#)

8. URGENT BUSINESS

There was no Urgent Business.

9. DISCLOSURE OF EXEMPT INFORMATION

- Resolved:-** That the public be excluded from the meeting during consideration if the following matter because it is likely that there will be disclosure of exempt information as defined in paragraphs 1,2, and 7 in Part 1 of Schedule 12A of the Local Government Act, 1972

**Councillor Paul Northcott
Chair**

Meeting concluded at 7.55 pm

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FORMER JUBILEE BATHS, NELSON PLACE, NEWCASTLE
INTEGRITAS PROPERTY GROUP (IPG) NUMBER 8 LTD

25/00008/FUL

Full planning permission is sought for the temporary variation of Condition 3 of application reference 17/00252/FUL which granted consent for the demolition of the former swimming baths and construction of a 273-room student development with associated communal area and car parking, Condition 3 restricts occupation of the development to students only and the temporary variation sought is to allow the use of up to 40 rooms within the development to be occupied as serviced apartments until 30th September 2025.

The application follows the refusal of a previous application (Ref. 24/00576/FUL) for a temporary variation of Condition 3 to allow the use of up to 68 rooms as serviced accommodation.

The site lies within the Urban Area of Newcastle as indicated on the Local Development Framework Proposals Map.

The 13-week period for the determination of this application expires on 7th April.

RECOMMENDATION

PERMIT the application subject to conditions relating to the following matters: -

- 1. Variation of condition 3 to allow the use of up to 40 rooms within the development to be occupied as serviced apartments until 30th September 2025**
- 2. Any other conditions which are still relevant to the original decision**

Reason for Recommendation

On the basis that only 40 of the 273 rooms would be occupied which would result in a lesser parking shortfall than the approved scheme, it is not considered that a refusal on highway safety grounds could be sustained.

Statement as to how the Local Planning Authority has worked in a positive and proactive manner in dealing with the planning application

The application is considered to be a sustainable form of development that complies with the provisions of the National Planning Policy Framework.

Key Issues

Full planning permission is sought for the temporary variation of Condition 3 of application reference 17/00252/FUL which granted consent for the demolition of the former swimming baths and construction of a 273-room student development with associated communal area and car parking, Condition 3 restricts occupation of the development to students only and the temporary variation sought is to allow the use of up to 40 rooms within the development to be occupied as serviced apartments until 30th September 2025.

The site lies within the Urban Area of Newcastle as indicated on the Local Development Framework Proposals Map.

Planning permission was refused in December last year for a temporary variation of Condition 3 to allow the use of up to 68 rooms as serviced accommodation (Ref. 24/00576/FUL). The reason for refusal was as follows:

Given the limited car parking provision within the site, the significant additional on-street parking demand that is likely to be created by the development would lead to an exacerbation of congestion and related harm to highway safety on streets in the vicinity of the development contrary to the aims and objectives of the National Planning Policy Framework 2023.

The proposal has been amended to reduce the number of rooms to be used as serviced apartments from 68 to 40. The applicant's agent has submitted a Planning Statement highlighting the following points:

- The reason for requesting this variation is due to the delayed construction of the development which has meant that the applicant has been unable to accept students in the September 2024 student intake. The site is therefore unable to operate as student accommodation until September 2025.
- The introduction of serviced apartments would be supported by policies and would make an immediate contribution to housing need.
- No physical changes are proposed to the building.
- As part of application 17/00252/FUL, a S106 agreement secured a residents' parking zone contribution, and a condition secured a parking survey to establish whether any on-street parking issues arise as a result of the development. These same agreements/conditions would remain in place.
- The NFFP explicitly sets out that sustainable transport modes are to be prioritised first. The site is 30m from an active bus stop.
- The proposed temporary variation will not produce an unacceptable impact on highway safety, and the residual cumulative impacts on the road network would not be severe due to the location of the site and access to alternative transportation options.
- Allowing the temporary change would not only allow important revenue for the business over the course of the next 9 months, but it would ensure the building is not vacant, reducing the risk of vandalism, break-ins, and other antisocial behaviour often associated with vacant/disused buildings.

In considering an application to vary a condition, the Authority has to consider only the question of the conditions subject to which planning permission may be granted. If the Authority considers that planning permission may be granted subject to different conditions, it can do so. If the Authority considers that the conditions should not be varied it should refuse the application.

The reason given for the imposition of Condition 7 is as follows:

For the avoidance of doubt and because the level of parking provided would not be sufficient for other types of residential occupation.

Policy T16 of the Local Plan states that development which provides significantly less parking than the maximum specified levels will not be permitted if this would create or aggravate a local on-street parking or traffic problem, and furthermore that development may be permitted where local on-street problems can be overcome by measures to improve non-car modes of travel to the site and/or measures to control parking and waiting in nearby streets.

The NPPF, at paragraph 116, states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network, following mitigation, would be severe.

The previous variation application proposed to use 68 rooms within the development as serviced apartments. Following refusal of that application, that number has been reduced to 40.

In accordance with the maximum Local Plan Parking Standards, the approved 273 student flats would require 69 parking spaces based on 1 parking space per 4 students. The development has 19 parking spaces which equates to a potential shortfall of 50 parking spaces if fully occupied. 40 serviced apartments would require 40 parking spaces based on 1 parking space per hotel bedroom. This would therefore result in a shortfall of 21 parking spaces if fully occupied.

The Highway Authority has no objections to the proposal highlighting that the occupation of 40 flats as serviced apartments would not result in any additional parking demand to that of the approved 273 room student accommodation.

It is considered that the occupation of the building by non-students is likely to lead to more of the residents owning a car. However, on the basis that only 40 of the 273 rooms would be occupied, that

would result in a reduced parking shortfall in comparison to the approved scheme and therefore it is not considered that a refusal on highway safety grounds could be sustained.

Reducing Inequalities

The Equality Act 2010 says public authorities must comply with the public sector equality duty in addition to the duty not to discriminate. The public sector equality duty requires public authorities to consider or think about how their policies or decisions affect people who are protected under the Equality Act. If a public authority hasn't properly considered its public sector equality duty it can be challenged in the courts.

The duty aims to make sure public authorities think about things like discrimination and the needs of people who are disadvantaged or suffer inequality, when they make decisions.

People are protected under the Act if they have protected characteristics. The characteristics that are protected in relation to the public sector equality duty are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

When public authorities carry out their functions the Equality Act says they must have due regard or think about the need to:

- Eliminate unlawful discrimination
- Advance equality of opportunity between people who share a protected characteristic and those who don't
- Foster or encourage good relations between people who share a protected characteristic and those who don't

With regard to this proposal it is considered that it will have a positive impact on those with protected characteristics.

Policies and proposals in the approved development plan relevant to this decision:-

[Newcastle-under-Lyme and Stoke-on-Trent Core Spatial Strategy \(CSS\) 2006-2026](#)

Policy SP1: Spatial Principles of Targeted Regeneration
Policy SP2: Spatial Principles of Economic Development
Policy SP3: Spatial Principles of Movement and Access
Policy ASP5: Newcastle and Kidsgrove Urban Neighbourhoods Area Spatial Policy
Policy CSP3: Sustainability and Climate Change
Policy CSP5: Open Space/Sport/Recreation
Policy CSP6: Affordable Housing
Policy CSP10: Planning Obligations

[Newcastle-under-Lyme Local Plan \(NLP\) 2011](#)

Policy T16: Development – General Parking Requirements
Policy C4: Open Space in new housing areas
Policy IM1: Provision of Essential Supporting Infrastructure and Community Facilities

Other Material Considerations include:

[National Planning Policy](#)

[National Planning Policy Framework \(NPPF\) \(2024\)](#)

[Planning Practice Guidance](#)

[Supplementary Planning Guidance/Documents](#)

[Developer contributions SPD](#)

Relevant Planning History

15/00166/FUL Demolition of former swimming baths and construction of 244 room student development with associated communal area and car parking - Approved

16/00244/FUL Construction of 273 room student development with associated communal area and car parking - Refused and appeal dismissed

17/00252/FUL Demolition of former swimming baths and construction of 273 room student development with associated communal area and car parking, alternative to Planning Approval 15/00166/FUL – Approved

17/00252/NMA Application for a Non-Material Amendment to planning permission 17/00252/FUL for the additional areas of render to the fourth-floor external wall and alterations to the boundary treatment and landscaping adjacent to the Jubilee Baths – Approved

24/00576/FUL Variation of condition 03 of planning permission 17/00252/FUL to allow for the temporary use of up to 68 rooms of the building as serviced apartments until 30 September 2025 – Refused

Views of Consultees

The **Highway Authority** has no objections.

Representations

None received.

Applicant's/Agent's submission

All of the application documents can be viewed on the Council's website using the following link:

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/plan/25/00008/FUL>

Background papers

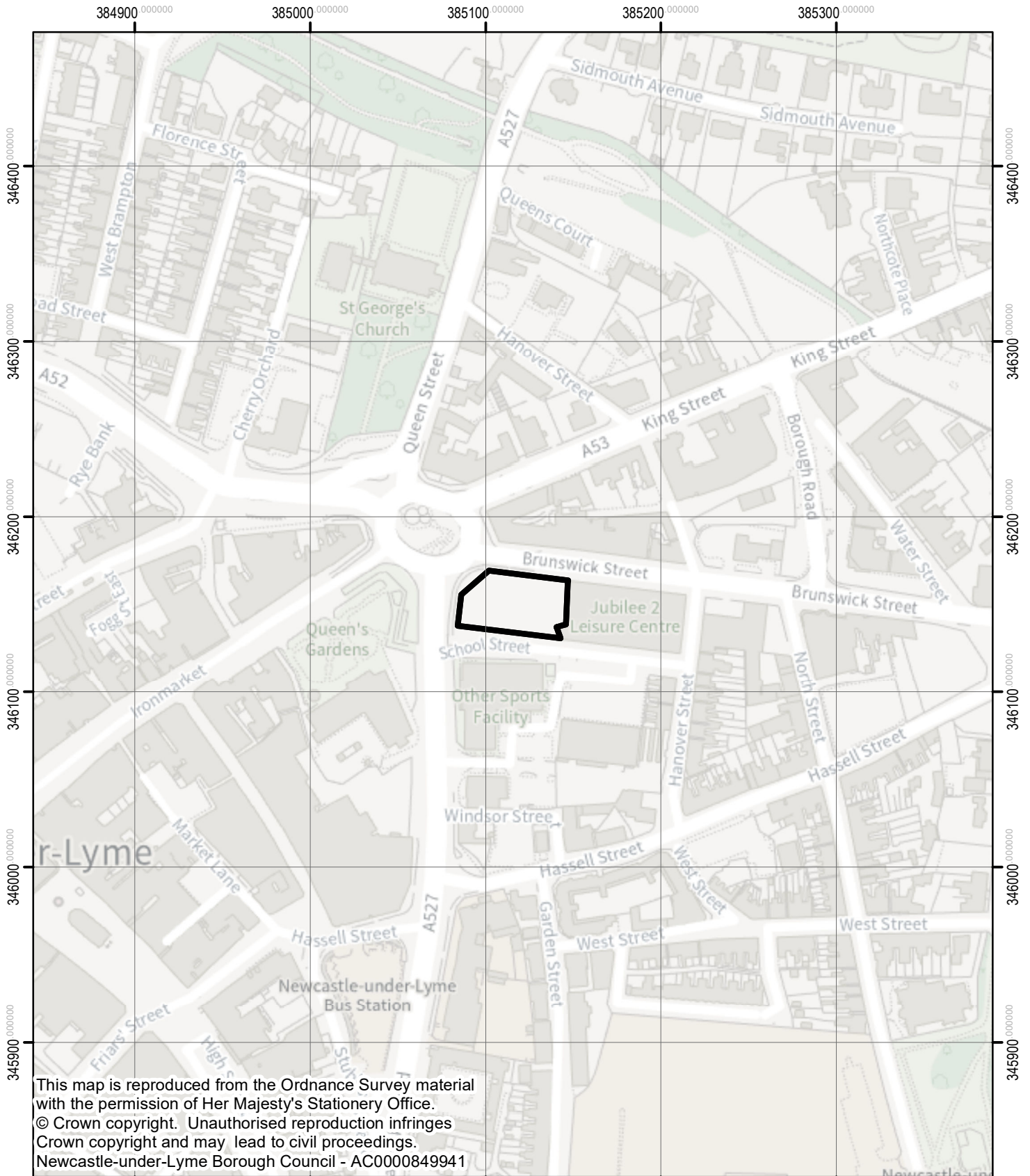
Planning files referred to
Planning Documents referred to

Date report prepared

12 February 2025

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25/00008/FUL
Former Jubilee Baths
Nelson Place Newcastle



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ASHFIELDS GRANGE, HALL STREET, NEWCASTLE
ASPIRE HOUSING

25/00012/FUL

Full planning permission is sought for the variation of condition 12 of planning permission 22/00759/FUL to enable the relocation of the cycle shelter on the site.

The site lies within the Urban Area of Newcastle as indicated on the Local Development Framework Proposals Map.

The 13-week period for the determination of this application expires on 15th April.

RECOMMENDATION

PERMIT the application subject to conditions relating to the following matters: -

- 1. Variation of condition 12 to refer to the revised plan**
- 2. Any other conditions which are still relevant to the original decision**

Reason for Recommendation

The proposed variation would have no adverse impact on either highway safety or sustainable travel objectives.

Statement as to how the Local Planning Authority has worked in a positive and proactive manner in dealing with the planning application

The application is considered to be a sustainable form of development that complies with the provisions of the National Planning Policy Framework.

Key Issues

Full planning permission was granted in 2020 for the demolition of the existing buildings on this site and the development of 89 supported living apartments (Ref. 19/00614/FUL). Several applications have subsequently been granted for variation of conditions.

Full planning permission is now sought for the variation of condition 12 of the most recent planning permission (Ref. 22/00759/FUL) to enable the relocation of the cycle shelter on the site. Currently, condition 12 states as follows:

The development shall proceed in accordance with Galvanised Cycle Shelter document, as approved by Local Planning Authority letter dated 23rd March 2022. The approved cycle parking facility shall thereafter be installed in accordance with the approved details prior to the development being first brought into use and shall thereafter be retained for the life of the development.

An application such as this can be made under section 73 of the Town and Country Planning Act 1990 to vary or remove conditions associated with a planning permission. One of the uses of a section 73 application is to seek a minor material amendment, where there is a relevant condition that can be varied.

In deciding an application under section 73 the local planning authority must only consider the condition/s that are the subject of the application, it is not a complete re-consideration of the application.

Currently, the cycle store is located adjacent to the northern boundary of the site, just east of the scooter store access. The application is seeking to move the existing cycle provision to two alternative locations in response to anti-social behaviour issues that are arising due to people congregating in and around the current covered cycle store on site. The revised proposals will provide a safer and more secure cycle parking arrangement while still maintaining a suitable level of cycle parking for residents and visitors.

The consented scheme provides 10 cycle parking spaces for residents and visitors which was considered a suitable level of provision by the Highway Authority. The current proposal would retain that same level of provision.

It is proposed to install 6 cycle parking spaces for visitors outside the main entrance to the apartments and to form 4 secure cycle parking spaces for residents and staff within the existing internal disability scooter parking area.

The Highway Authority has no objections to the proposal and in conclusion, it is not considered that the proposed variation would have any adverse impact on either highway safety or sustainable travel objectives.

Reducing Inequalities

The Equality Act 2010 says public authorities must comply with the public sector equality duty in addition to the duty not to discriminate. The public sector equality duty requires public authorities to consider or think about how their policies or decisions affect people who are protected under the Equality Act. If a public authority hasn't properly considered its public sector equality duty it can be challenged in the courts.

The duty aims to make sure public authorities think about things like discrimination and the needs of people who are disadvantaged or suffer inequality, when they make decisions.

People are protected under the Act if they have protected characteristics. The characteristics that are protected in relation to the public sector equality duty are:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

When public authorities carry out their functions the Equality Act says they must have due regard or think about the need to:

- Eliminate unlawful discrimination
- Advance equality of opportunity between people who share a protected characteristic and those who don't
- Foster or encourage good relations between people who share a protected characteristic and those who don't

With regard to this proposal it is considered that it will have a positive impact on those with protected characteristics.

APPENDIX

Policies and proposals in the approved development plan relevant to this decision:-

[Newcastle-under-Lyme and Stoke-on-Trent Core Spatial Strategy \(CSS\) 2006-2026](#)

Policy SP3: Spatial Principles of Movement and Access
Policy ASP5: Newcastle and Kidsgrove Urban Neighbourhoods Area Spatial Policy
Policy CSP3: Sustainability and Climate Change

[Newcastle-under-Lyme Local Plan \(NLP\) 2011](#)

Policy T16: Development – General Parking Requirements

Other Material Considerations include:

[National Planning Policy](#)

[National Planning Policy Framework \(NPPF\) \(2024\)](#)

[Planning Practice Guidance](#)

Relevant Planning History

- 19/00614/FUL Demolition of all existing buildings and the development of 89 supported living apartments (C3 use class), along with communal facilities, car parking, landscaping and amenity space reference – Approved
- 20/00609/FUL Variation of condition 2 of planning permission 19/00614/FUL to substitute the approved plans with revised plans that show a proposed substation, generator and bin store – Approved
- 22/00126/FUL Variation of conditions 1 and 24 of planning permission 20/00609/FUL for amendments to the lower roof garden parapet, main roof parapet, landscape design and electric vehicle charging provision – Approved
- 22/00759/FUL Variation of condition 4 amendments to boundary treatments, the variation of condition 5 landscaping proposals and the variation of condition 12 timing of off-site highway works of planning application 22/00126/FUL – Approved

Views of Consultees

The **Highway Authority** has no objections.

Representations

None received.

Applicant's/Agent's submission

All of the application documents can be viewed on the Council's website using the following link:

<http://publicaccess.newcastle-staffs.gov.uk/online-applications/plan/25/00012/FUL>

Background papers

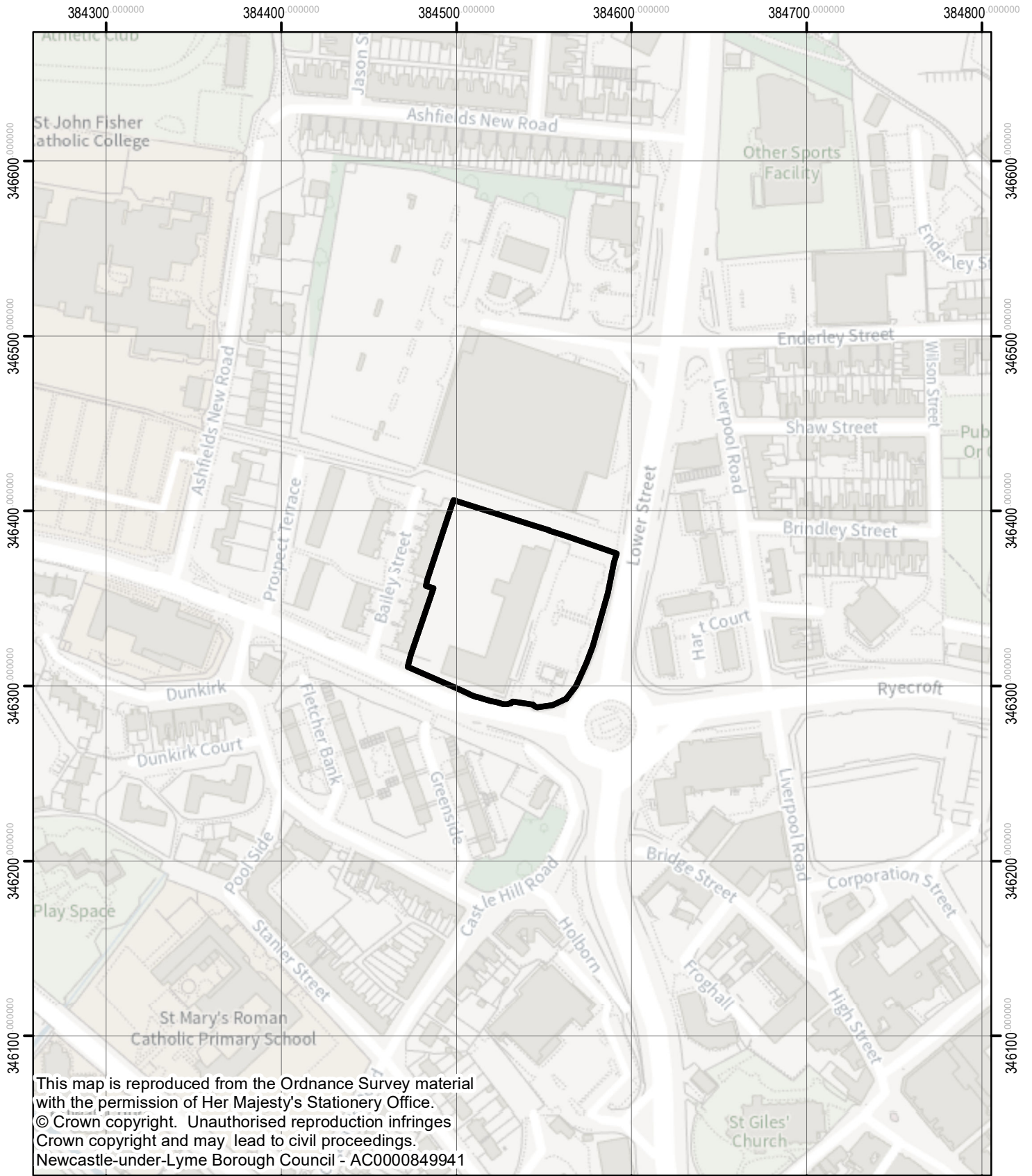
Planning files referred to
Planning Documents referred to

Date report prepared

12 February 2025

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25/00012/FUL
Ashfields Grange
Hall Street Newcastle



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5 BOGGS COTTAGE, KEELE, reference 14/00036/207C3

The purpose of this report is to provide Members with an update, in accordance with the resolution of Planning Committee at its meeting of 3rd January 2019 (since repeated), of the progress in relation to the taking of enforcement action against a breach of planning control at this location.

RECOMMENDATION

That the information be received.

As previously reported, the Planning Inspectorate has allowed the appeal and the enforcement notice has been quashed. Therefore, planning permission has been granted for the use of a mobile home on the land as a dwelling, subject to a number of conditions that now need to be complied with.

Conditions 3 & 4 of the appeal decision required information to be submitted to the Local Planning Authority for approval within three months of the date of the decision i.e. by the 20th March 2023. This information relates to drainage details, provisions for facilities for water and sewerage, provision of parking spaces (Condition 3) and details of a scheme to restore the land to its condition before the development took place (Condition 4).

Details to discharge conditions 3 and 4 were subsequently submitted in accordance with the agreed timeline. Whilst approval was given to Condition 4 site restoration, the drainage details were refused following consultation advice received from Severn Trent Water. Your officers are considering appropriate enforcement action in respect of the breach of that condition.

A copy of the appeal decision can be viewed via the following link; <https://www.newcastle-staffs.gov.uk/BoggsCottage>

Recently, the existing mobile home on the site has been demolished and the site cleared. Dialogue continues with the owner of 5 Boggs Cottages regarding occupation of the site and other potential works/development. Officers have met with the owner and emphasised that the occupation of a new mobile home would require full compliance with the conditions attached to the appeal decision i.e. drainage matters to be addressed to the satisfaction of the Council.

Date report prepared – 12 February 2025

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Historic Buildings Grants – information item

Purpose of report

To inform Members of the conditions attached to the Historic Building Grants awarded from the Council's Conservation and Heritage Fund.

Members have asked for information on the Historic Buildings Grants scheme, namely what standard conditions are attached to the approval of a grant and what mechanisms are in place to ensure that the proposed work is carried out to an appropriate standard.

On approval of a grant by the Planning Committee, the Conservation Officer sends the applicant an offer letter with the following standard conditions attached:

- 1. That acceptance of this letter is made within two months of the date of this letter.*
- 2. That the works commence within 9 months and are completed within 1 year of date of this letter.*
- 3. That there is a reasonable level of access to the structure to view the grant aided repairs.*
- 4. That my Conservation Officer is satisfied with the standard of the grant aided works.*
- 5. That the grant is payable on completion of the work and on submission of receipted accounts and that the grant is claimed within 1 year of the date of this letter.*

The letter also asks that applicants give the Council notice by accepting the offer of grant aid and the attached conditions and that they notify the Conservation Officer when the work commences to enable inspection of the work. If the applicant anticipates any issues in meeting Conditions 2 and 5, they are asked to contact the Officer in plenty of time to allow discussions and agreement of revised timescales.

Conditions 3 and 4 ensure that the Conservation Officer is satisfied with the quality of the work and a site visit is usually undertaken. The applicant pays for the work on completion, submits the receipts to the Council and the grant is paid.

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