



IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

COUNCIL OF THE ISLES OF SCILLY

Town Hall, St Mary's TR21 0LW

Telephone: 01720 424455 – Email: planning@scilly.gov.uk

Town and Country Planning Act 1990

Town and Country Planning (Development Management Procedure) Order 2010

PERMISSION FOR DEVELOPMENT

Application No: P/21/095/FUL **Date Application Registered:** 4th November 2021

Applicant: Nicola Stinson
Town Hall
The Parade
St Mary's
Isles Of Scilly
TR21 0LW

Site address: April Cottage Church Road Hugh Town St Mary's Isles of Scilly
Proposal: Change of use from single residential dwelling with annexe to 3 self-contained affordable homes.

In pursuance of their powers under the above Act, the Council hereby **PERMIT** the above development to be carried out in accordance with the following Conditions:

C1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
Reason: In accordance with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).

C2 The development hereby permitted shall be carried out in accordance with the approved details only including:

- Plan 1 Location Plan
- Plan 2 Amended Block Plan
- Plan 3 Existing and Proposed NE Elevation
- Plan 4 Proposed Floor Plans – Units
- Plan 5 Biodiversity Enhancement Measures
- Design and Access Statement (Sustainability Improvements)
- Site Waste Management Plan

These are stamped as APPROVED

Reason: For the clarity and avoidance of doubt and in the interests of the character and appearance of the Conservation Area, Area of Outstanding Natural Beauty and Heritage Coast in accordance with Policy OE1 and OE7 of the Isles of Scilly Local Plan (2015-2030)

C3 All works involving machinery required in connection with the implementation of this permission shall be restricted to between 0800- and 1800-hours Monday to

Saturdays. There shall be no works involving machinery on a Sunday or Public or Bank Holiday.

Reason: In the interests of protecting the residential amenities of neighbouring properties.

- C4 The residential accommodation [units 1 and 3 as shown on approved plan 4], hereby approved, shall not be occupied otherwise than by persons as their only or principal homes and the occupants shall supply to the Local Planning Authority (within 14 days of the Local Planning Authority's request to do so) such information as the Local Planning Authority may reasonably require in order to determine compliance with this condition. For the avoidance of doubt the dwelling(s) shall not be occupied as second homes or as units of holiday letting accommodation.**

Reason: To ensure that new housing stock is prevented from being used as a second home or holiday let accommodation to help maintain the social wellbeing of communities in accordance with Policy LC2 of the Isles of Scilly Local Plan (2015-2030)

- C5 Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (As Amended), (or any order revoking or re-enacting that Order) prior to installation, details of any external lighting shall be submitted to and approved, in writing, by the Local Planning Authority. The lighting shall thereafter be installed in accordance with the agreed details.**

Reason: To protect the amenities of the locality, including the amenities of neighbouring residential properties and to protect the amenities of this rural area and preserve the dark night skies of the Isles of Scilly and the Garrison Dark Sky Discovery Site (Milky Way Class) in accordance with Policy OE4 of the Submission Draft Isles of Scilly Local Plan 2015-2030.

Further Information

1. In dealing with this application, the Council of the Isles of Scilly has actively sought to work with the applicants in a positive and proactive manner, in accordance with paragraph 38 the National Planning Policy Framework 2021.
2. ACCESS FOR FIRE APPLIANCES: Access and Facilities for the Fire Service as detailed in B5 ADB Volume 1 will be required. For dwellinghouses access for a pumping appliance should be provided to within 45m of all points inside the dwellinghouse. It is important to remember that failure to do so may prevent the applicant from obtaining a completion certificate under the Building Regulations but more importantly, the lives of the occupiers will be put at risk.
3. BUILDING CONTROL: Please ensure that all building works accord with the Building Regulations and that all appropriate approvals are in place for each stage of the build project: buildingcontrol@cornwall.gov.uk
4. NON-MATERIAL AMENDMENTS: In accordance with the provisions of Section 96A of the Town and Country Planning Act which came into force on 1st October 2009, any amendments to the approved plans will require either a formal application for a non-material amendment (for which a fee of £234 would be required) or the submission of a full planning application for a revised scheme. If the proposal relates to a Listed Building you will not be able to apply for a non-material amendment and a new application for a revised scheme will be required. Please discuss any proposed amendments with the Planning Officer.
5. DISCHARGE OF CONDITIONS: In accordance with the Town and Country Planning (fees for Application and Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2017 a fee is payable to discharge any condition(s) on this planning permission. The fee is £116 for each request to discharge condition(s) and is payable for each individual request made to the Local Planning Authority.

Signed: 

Chief Planning Officer

Duly Authorised Officer of the Council to make and issue Planning Decisions on behalf of the Council of the Isles of Scilly.

DATE OF ISSUE: 17th December 2021



COUNCIL OF THE ISLES OF SCILLY

Planning Department
Town Hall, The Parade, St Mary's, Isles of Scilly, TR21 0LW
☎0300 1234 105
✉planning@scilly.gov.uk

Dear Nicola Stinson

Please sign and complete this certificate.

This is to certify that decision notice: P/21/095/FUL and the accompanying conditions have been read and understood by the applicant: Nicola Stinson.

1. **I/we intend to commence the development as approved:** Change of use from single residential dwelling with annexe to 3 self-contained affordable homes at: April Cottage Church Road Hugh Town St Mary's Isles Of Scilly **on:**.....
2. I am/we are aware of any conditions that need to be discharged before works commence.
3. I/we will notify the Planning Department in advance of commencement in order that any pre-commencement conditions can be discharged.

You are advised to note that Officers of the Local Planning Authority may inspect the project both during construction, on a spot-check basis, and once completed, to ensure that the proposal has complied with the approved plans and conditions. In the event that the site is found to be inaccessible then you are asked to provide contact details of the applicant/agent/contractor (delete as appropriate):

Name: **Contact Telephone Number:**
and/or Email:

Print Name:

Signed:

Date:

Please sign and return to the **above address** as soon as possible.



COUNCIL OF THE ISLES OF SCILLY

Planning Department

Town Hall, St Mary's, Isles of Scilly, TR21 0LW

☎01720 424455

✉planning@scilly.gov.uk

THIS LETTER CONTAINS IMPORTANT INFORMATION REGARDING YOUR PERMISSION – PLEASE READ IF YOU ARE AN AGENT DEALING WITH IS ON BEHALF OF THE APPLICANT IT IS IMPORTANT TO LET THE APPLICANT KNOW OF ANY PRE-COMMENCEMENT CONDITIONS

Dear Applicant,

This letter is intended to help you advance your project through the development process. Now that you have been granted permission, there may be further tasks you need to complete. Some aspects may not apply to your development; however, your attention is drawn to the following paragraphs, which provide advice on a range of matters including how to carry out your development and how to appeal against the decision made by the Local Planning Authority (LPA).

Carrying out the Development in Accordance with the Approved Plans

You must carry out your development in accordance with the stamped plans enclosed with this letter. Failure to do so may result in enforcement action being taken by the LPA and any unauthorised work carried out may have to be amended or removed from the site.

Discharging Conditions

Some conditions on the attached decision notice will need to be formally discharged by the LPA. In particular, any condition that needs to be carried out prior to development taking place, such as a 'source and disposal of materials' condition, an 'archaeological' condition or 'landscaping' condition must be formally discharged prior to the implementation of the planning permission. In the case of an archaeological condition, please contact the Planning Department for advice on the steps required. Whilst you do not need to formally discharge every condition on the decision notice, it is important you inform the Planning Department when the condition advises you to do so before you commence the implementation of this permission. Although we will aim to deal with any application to discharge conditions as expeditiously as possible, you are reminded to allow up to **8 weeks** for the discharge of conditions process.

Please inform the Planning Department when your development or works will be commencing. This will enable the Council to monitor the discharge and compliance with conditions and provide guidance as necessary. We will not be able to provide you with any written confirmation on the discharge of pre-commencement conditions if you do not formally apply to discharge the conditions before you start works.

As with the rest of the planning application fees, central Government sets a fee within the same set of regulations for the formal discharge of conditions attached to planning permissions. Conditions are necessary to control approved works and development. Requests for confirmation that one or more planning conditions have been complied with are as follows (VAT is not payable on fees set by central government). More information can be found on the Council's website:

- Householder permissions - £34 per application
- Other permissions - £116 per application

Amendments

If you require a change to the development, contact the LPA to see if you can make a 'non material amendment' (NMA). NMA can only be made to planning permissions and not a listed building consent. They were introduced by the Government to reflect the fact that some schemes may need to change during the construction phase. The process involves a short application form and a 14 day consultation period. There is a fee of £34 for householder type applications and £234 in all other cases. The NMA should be determined within 28 days. If the change to your proposal is not considered to be non-material or minor, then you would need to submit a new planning application to reflect those changes. Please contact the Planning Department for more information on what level of amendment would be considered non material if necessary.

Appealing Against the Decision

If you are aggrieved by any of the planning conditions attached to your decision notice, you can appeal to have specific conditions lifted or modified by the Secretary of State. All appeal decisions are considered by the Planning Inspectorate – a government department aimed at providing an unbiased judgement on a planning application. From the date of the decision notice attached you must lodge an appeal within the following time periods:

- Householder Application - 12 weeks
- Advertisement Consent - 8 weeks
- Minor Commercial Application - 12 weeks
- Other Types - 6 months

You can obtain the appeal forms by calling 0303 444 5000 or submit an appeal through the Planning Portal <http://www.planningportal.gov.uk/planning/appeals/online/makeanappeal>

You can apply to the Secretary of State to extend this period, although this will only be allowed in exceptional circumstances.

Building Regulations

With all building work, the owner of the property is responsible for meeting the relevant Planning and Building Regulations. Building Regulations apply to most building work so it is important to find out if you need permission. This consent is to ensure the safety of people

in and around buildings in relation to structure, access, fire safety, infrastructure and appropriate insulation.

The Building Control function is carried out on behalf of the Council of the Isles of Scilly by Cornwall Council. All enquiries and Building Control applications should be made direct to Cornwall Council, via the following link [Cornwall Council](#). This link also contains comprehensive information to assist you with all of your Building Control needs.

Building Control can be contacted via telephone by calling 01872 224792, via email buildingcontrol@cornwall.gov.uk or by post at:

Building Control
Cornwall Council
Pydar House
Pydar Street
Truro
Cornwall
TR1 1XU

Registering/Altering Addresses

If you are building a new dwelling, sub dividing a dwelling into flats or need to change your address, please contact the Planning Department who will be able to make alterations to local and national databases and ensure postcodes are allocated.

Connections to Utilities

If you require a connection to utilities such as water and sewerage, you will need to contact South West Water on 08000831821. Electricity connections are made by Western Power Distribution who can be contacted on 08456012989.

Should you require any further advice regarding any part of your development, please contact the Planning Department and we will be happy to help you.



UK MAP CENTRE
.com



North

0m 1cm = 12.5m 62.5m

Scale 1:1250

RECEIVED

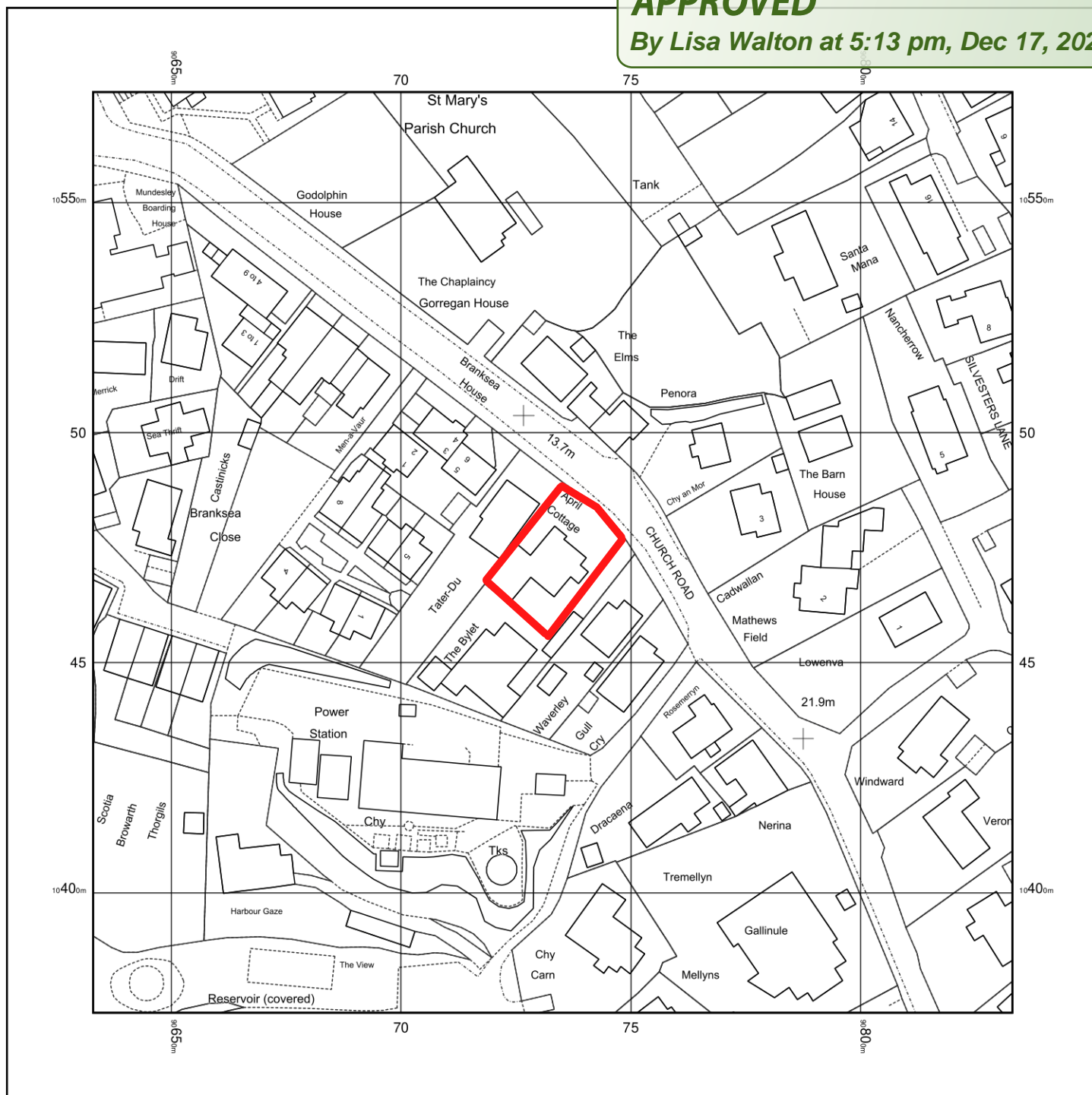
By A King at 11:02 am, Nov 04, 2021



Map data

APPROVED

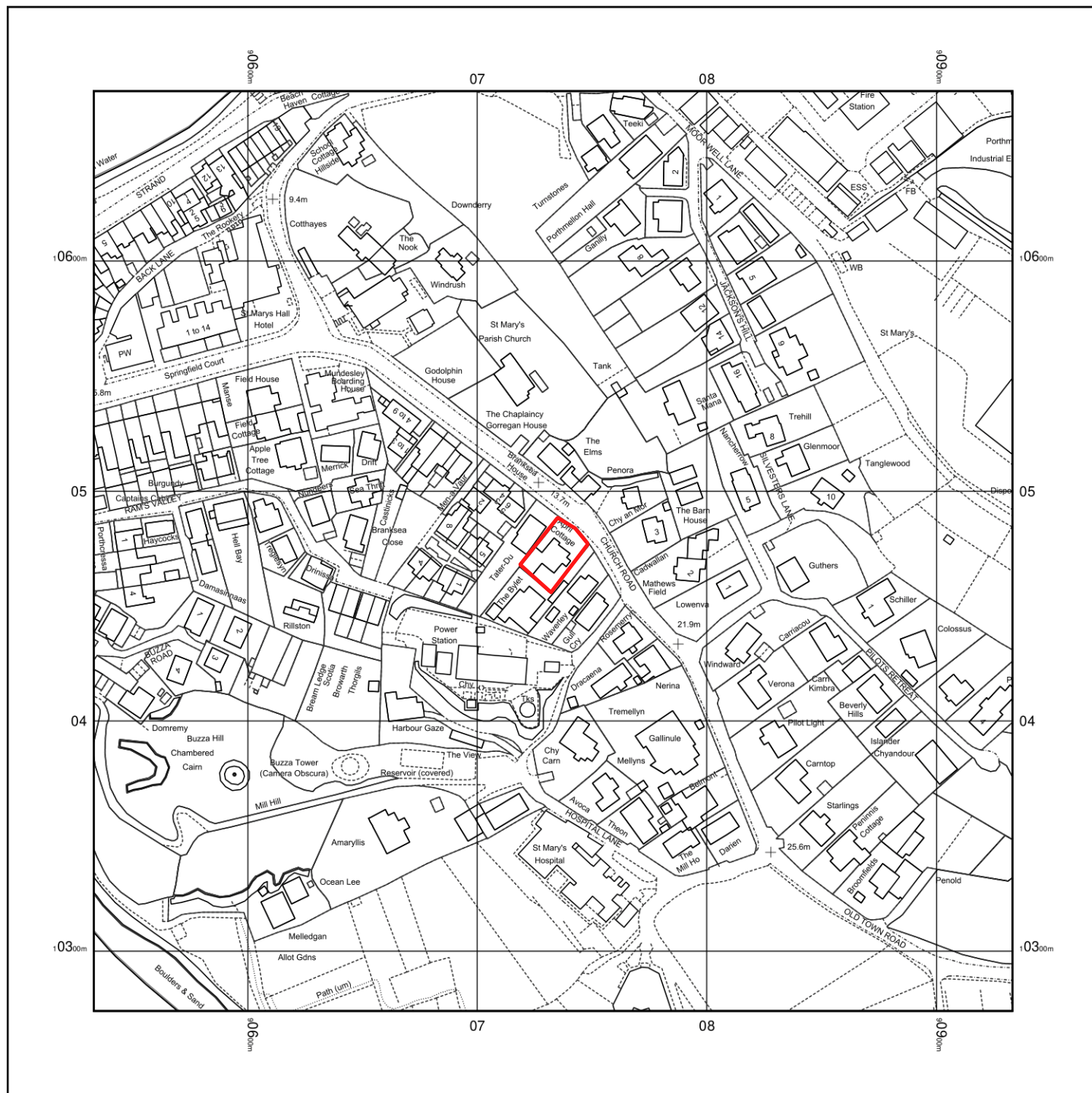
By Lisa Walton at 5:13 pm, Dec 17, 2021



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Supplied by: www.ukmapcentre.com
Serial No: 226757
Centre Coordinates: 90733, 10474
Production Date: 03/11/2021 14:36:20

APRIL COTTAGE, CHURCH ROAD, ST. MARY'S, ISLES OF SCILLY, TR21 0NA



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Supplied by: www.ukmapcentre.com
Serial No: 226756
Centre Coordinates: 90733, 10474
Production Date: 03/11/2021 14:35:01

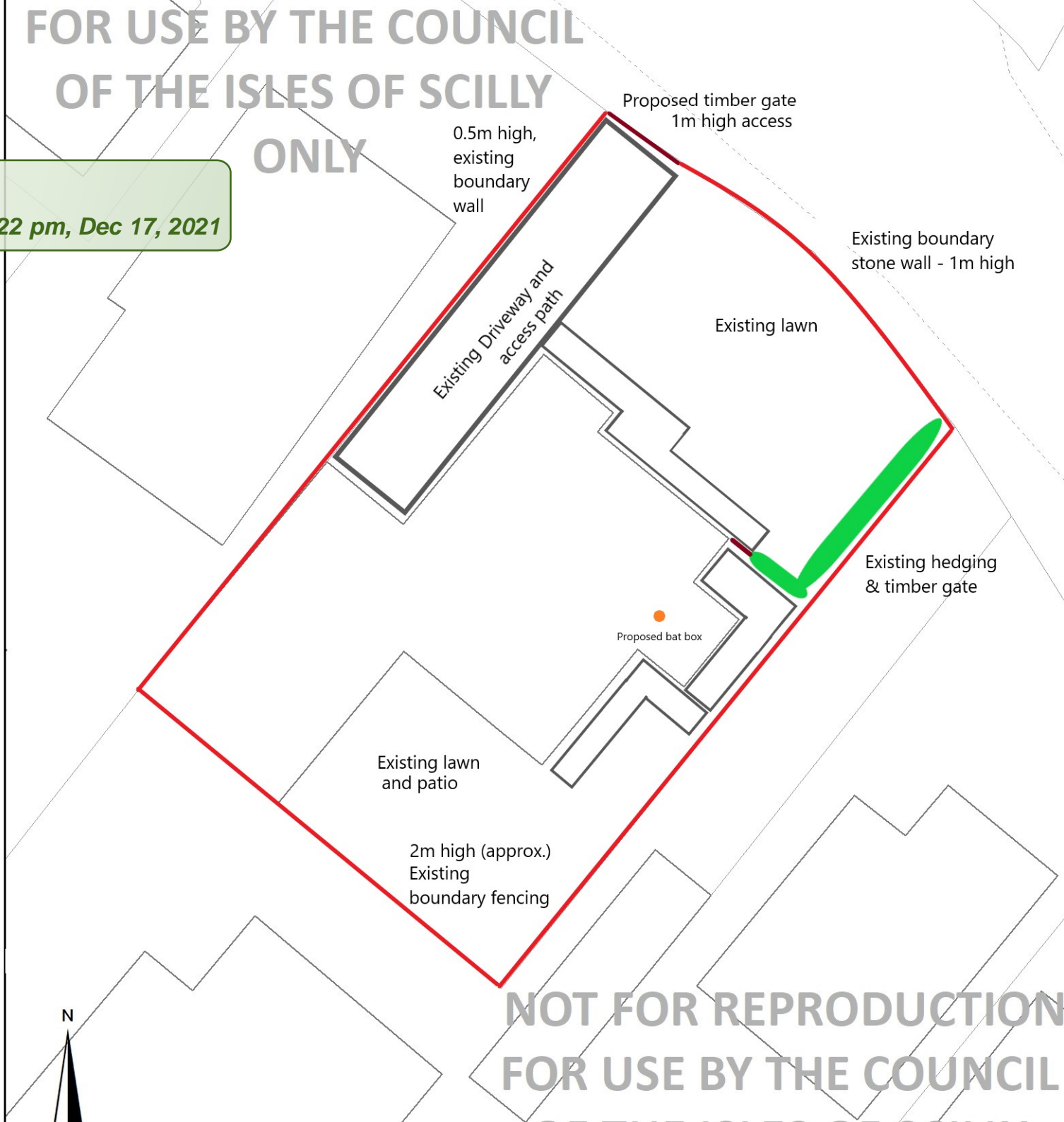
APRIL COTTAGE, CHURCH ROAD, ST. MARY'S, ISLES OF SCILLY, TR21 0NA

Plan 2

RECEIVED
By Olivia.Rickman at 3:02 pm, Dec 01, 2021

APPROVED

By Lisa Walton at 5:22 pm, Dec 17, 2021



APPROVED
By Lisa Walton at 5:19 pm, Dec 17, 2021

RECEIVED
By A King at 11:00 am, Nov 04, 2021



Existing



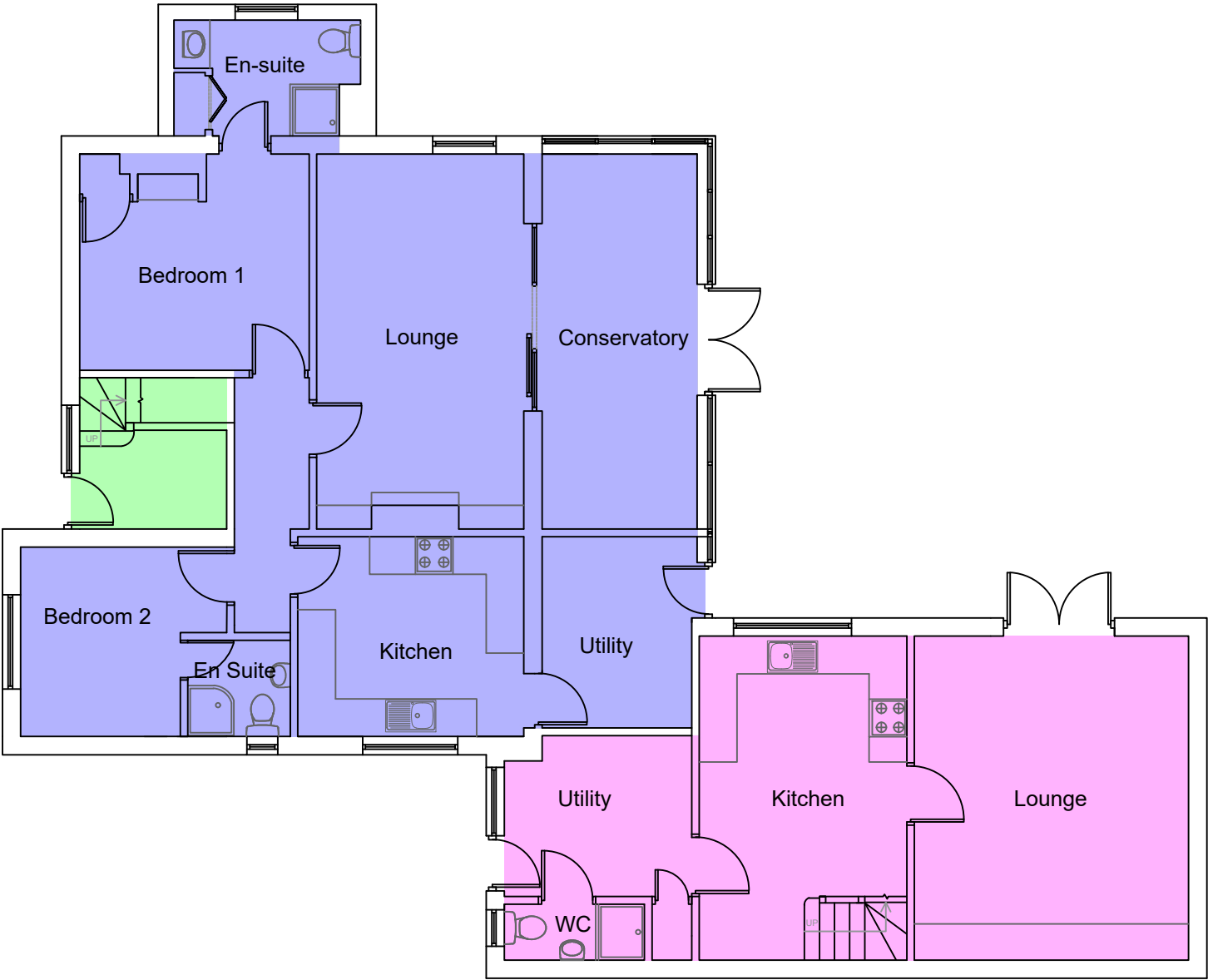
Proposed

North-East Elevation

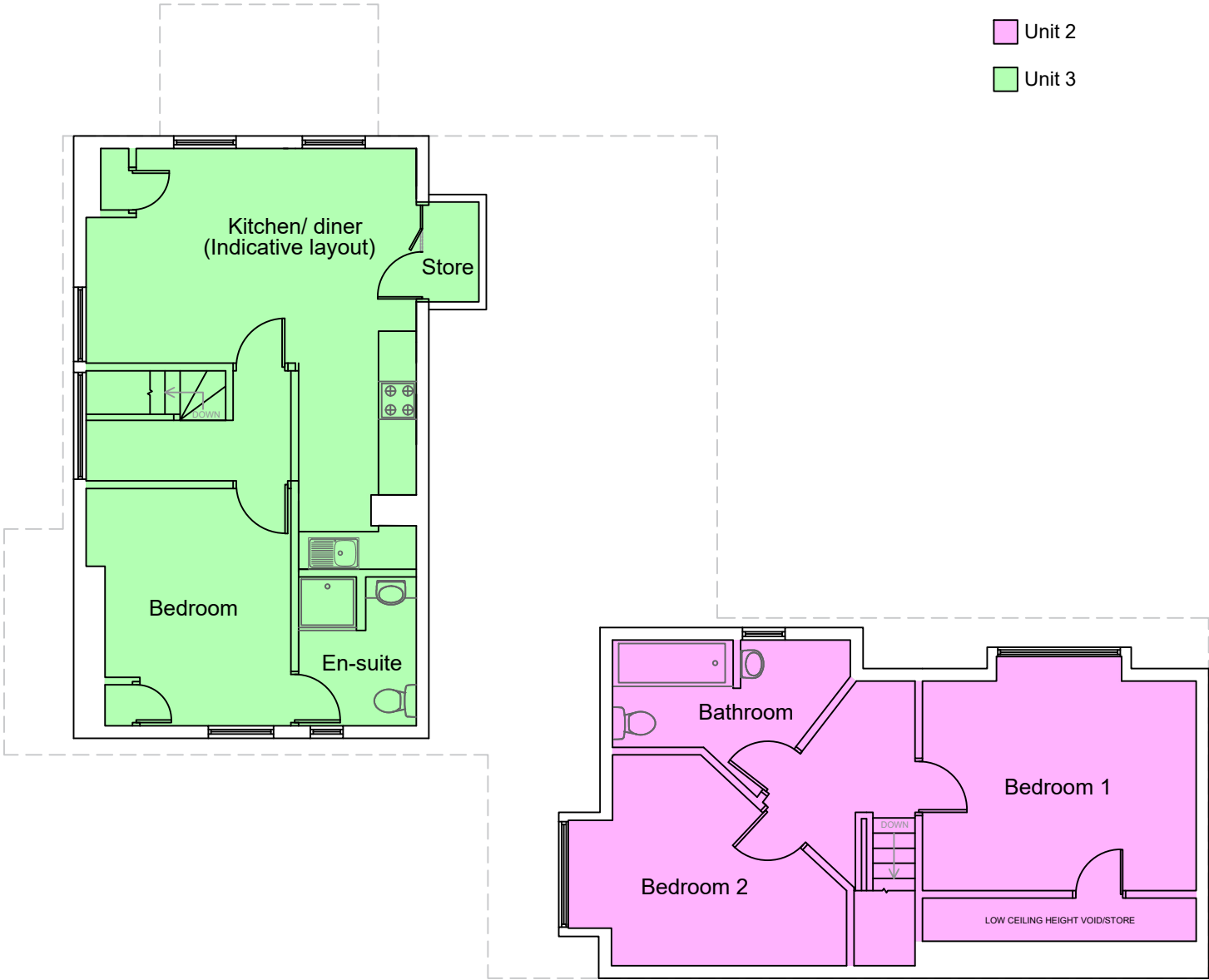


Currie & Brown Poseidon House, Neptune Park, Maxwell Road, Plymouth, PL4 0SN United Kingdom Tel: 01752 273473 , Fax: 01752 257755, www.curriebrown.com	Client Council of the Isles of Scilly	Title April Cottage - Proposal 2 Elevation	Date 03.11.2021	Drawn AH
		Project April Cottage - Layout Conversion	Scale 1:100 @A3	Checked TH
			Drwg No. 500585_P2_02	Rev

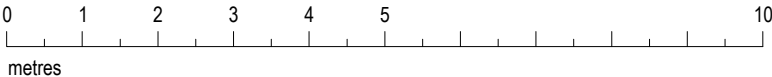
- Key
- Unit 1
 - Unit 2
 - Unit 3



Ground Floor



First Floor



Currie & Brown
Poseidon House, Neptune Park,
Maxwell Road, Plymouth, PL4 0SN
United Kingdom
Tel: 01752 273473 , Fax: 01752 257755, www.curriebrown.com

Client
Council of the Isles of Scilly

Title
**April Cottage - Proposal 2 Floor Plans
Ownership boundaries**

Project
April Cottage - Layout Conversion

Date	03.11.2021	Drawn	AH
Scale	1:100 @A3	Checked	TH
Drwg No.	500585_P2_03		Rev

BIODIVERSITY ENHANCEMENT MEASURES

APRIL COTTAGE, HUGH TOWN, ST MARY'S, ISLES OF SCILLY



***Client:** Council of the Isles of Scilly*

***Our reference:** 21-11-1*

***Planning reference:** Produced in advance of submission*

***Report date:** 29th November 2021*

***Author:** James Faulconbridge BSc (Hons), MRes, MCIEEM*

***Contact:** ios.ecology@gmail.com*

Executive Summary

Project Outline

The proposals involve works to convert the existing single dwelling to three self-contained residential units. The garden and landscaping would be retained with only the addition of a gateway at the end of the driveway

These works required are restricted to modifications of the internal layout of the property – no works to the exterior of the property are involved.

Scope of Document

This report does not provide an independent assessment of ecological impacts arising from the proposals and no site visit has been undertaken – the information outlined is based on the understanding that there are no ecological impacts arising from the proposed modifications to the property.

The scope of this document is restricted to a specification for appropriate and proportionate biodiversity enhancement measures to be introduced within the final development.

Biodiversity Enhancement Measures

Careful consideration is given to the scope for biodiversity enhancement; the likelihood of use by various species; and the ability to secure continuity and maintenance of these enhancements in the long term.

Bird boxes were considered to be unsuitable for this property due to the absence of suitable mature trees or shrubs in which to site them, and difficulty securing long-term cleaning and maintenance in a communal garden area. Siting a box on the building itself would be possible but positioning a box at a height where it would be suitable for use by most bird species would involve a high risk of disturbance from day-to-day activities of new tenants.

Other garden enhancements such as hedgehog boxes or bee hotels would similarly be difficult to secure in the long term and may not be appropriate to the needs of new tenants.

The enhancement measure chosen is the installation of a maintenance-free bat box on the gable of the building. This would be an open-based box which would not require cleaning and its positioning would ensure that no issues arise through bat droppings below the box. The location and aspect would be optimal for bats such as common pipistrelle which is the dominant species present on the island and the most likely species to use residential gardens and their environs for foraging and roosting. The proximity of the eastern gable to the palm tree in the front garden would secure a vegetated fly-in/out habitat for bats linking directly to green space to the north of the property.

Appendix 1 provides a specification for the bat box, and installation instructions for the contractors undertaking the works.

APPENDIX 1 – BOX SPECIFICATION

Box Specification

The box selected should be suitable for use by common pipistrelle bats – the species most abundantly present on St Mary’s and those most likely to make use of bat box features associated with buildings in a residential location.

The Schwegler 1FF bat box would be optimal but supply issues can occur with this manufacturer. Therefore if this option is not available at the time of works, suitable alternative boxes are detailed below which would secure the biodiversity enhancement.

 <p>A black, rectangular bat box with a slightly protruding top and a small yellow label on the front.</p>	 <p>A black, arched bat box mounted on a red brick wall. It features a small bat silhouette cutout on the front.</p>
<p>Improved Crevice Bat Box</p>	<p>Beaumaris Woodstone Bat Box</p>
 <p>A black bat box with a built-in wooden rear panel, hanging from a white cord. It has a bat silhouette cutout on the front.</p>	 <p>A light-colored wooden bat box mounted on a tree trunk. It has a simple rectangular design with a small entrance hole.</p>
<p>1FF Schwegler Bat Box With Built-in Wooden Rear Panel</p>	<p>NHBS Kent Bat Box</p>

These boxes can be sourced from online retailers such as NHBS.

Box Location and Siting

The box should be sited close to the apex on the eastern gable of the property in the location indicated through the red circle on the photograph below.

This location has been chosen as it provides vegetated fly-in/out habitat for bats, with reference to the palm tree located in the front garden. The green space to the north of the property can then be directly accessed by bats providing connectivity to foraging habitat within the wider landscape.

The box should be positioned in such a way that it is not directly above a window-sill ensuring that any droppings would fall directly onto the single-pitch roof below and be washed away through the guttering system, thereby avoiding the requirement for maintenance and making sure that droppings do not represent an inconvenience to new tenants.



Box Installation

The box should be fixed following the manufacturer's recommendations and using the fixings provided. Whilst its eastern aspect should provide a good degree of protection from the prevailing winds, care must be taken to ensure that the installation of the box is secure and stable in high wind conditions.

Lighting

It is important that the box is not lit by external lights such as security lights. Any external lighting in this area should be ground mounted and cowed to prevent light-spill.

April Cottage, Church Street, St Mary's**Site Waste Management Plan****Construction waste:**

- The Council will be responsible for ensuring that all contractors working on the project adhere to this Waste Management Plan and adherence will be outlined in the contract terms for any works
- Any contractor working on the project will be required to provide a works specific waste management plan. This will be reviewed by the Environmental Health team and the project's construction consultants before works commence.
- Types of waste anticipated include excess building materials and packaging.
- The project will apply a waste hierarchy, in order to minimise waste produced, reuse where possible, recycle if reuse not possible, other recovery or, as a last resort, disposal.
- Waste minimisation is the most imperative stage of this process, with efficient ordering of required materials for the programme; early ordering may aid this aspect to ensure we are able to access all required materials with the current supply issues
- Where avoidance of waste on site is not feasible, all available materials will be recorded and considered for possible re-use on site before recycling. How these materials are reused will be determined by the designated contractor for the works and/or current projects at the time; Options for re-use include:
 - o use of reclaimed materials (where appropriate)
 - o use of excess materials in other current projects
 - o on-site reprocessing of materials; and,
 - o re-use of packaging materials in limited circumstances.
- The contractor will be responsible for keeping an accurate record of materials ordered, on site and in excess or to be re-used
- The management of all off site waste and recycling will be undertaken by a suitably qualified contractor, or contractors, who specialise in reprocessing and recovery of construction waste. Where possible, the developer(s) will manage the reprocessing and recovery of construction waste produced on site using their own equipment or that of their on-site subcontractors.
- Disposal of waste is at the bottom of the waste hierarchy as this is the least sustainable method of waste management and one of the overarching aims of this SWMP is to reduce the disposal of waste. Where it is not possible to re-use or recycle materials, the residual fraction of waste will be taken to an appropriate residual treatment facility or landfill site. The same procedure will also apply to any hazardous wastes on site.

Household waste:

Ongoing management of household waste and recycling once the units have been converted, will be via designated storage for waste and recycling with the curtilage of the properties. Storage and collection of waste and recycling will be in line with the Council's waste collections and will be presented at the highway.

April Cottage, Church Street, St Marys

Design and Access Statement

Proposed change of use of April Cottage into three affordable homes

1. The property was, until recently, in use as a guest house with managers annex attached. It is currently configured as a 4 bedroomed property with an adjoining 2 bedroomed annex.
2. The property has gardens to the front side and rear with off street parking provided on the driveway.
3. The property is accessed form Church Street via an existing driveway.
4. The subdivision of the property will necessitate minimal alterations to the building to ensure each property has its own private access. These alterations are shown on the submitted plans.
5. The property has gardens to the front side and rear and will be communal to share between the residents in order to maintain the open character to the front of the property
6. Discussions with tenants regarding their individual needs will be undertaken once the tenants are nominated and resident.
7. The front driveway and garden will be gated to provide security, any fences or gates to erected to the front of the property will be below 1 meter in height.
8. No other external alterations are proposed as part of the conversion works.
9. Internally the works are required to provide the separation of the existing building to form three homes, this requires minimal changes to the external elevation.
10. The works proposed will not change the character of the building nor its impact on the conservation area.
11. Biodiversity enhancements include the installation of a bat box to the eastern gable of the property. This deemed the most suitable enhancement for the location and context, see Biodiversity report for details.
12. Sustainable design measures will be in line with Building Regulations, Part L.
13. Some of the measures to be included: increased insulation between party walls/ceilings to provide soundproofing and increased thermal efficiency, double glazed windows and doors (where replaced), mindful sourcing of materials to consider carbon footprint e.g., through locality (where practical with supply chain issues and short timescale for works); upgraded heating system to provide more efficient use of resources, low flush toilets (where replaced).

