



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 2015

PERMISSION FOR DEVELOPMENT

Application No:	P/22/074/FUL	Date Application Registered:	17th October 2022
Applicant:	Mrs Caroline Newborn Lowenva Tredarvah Drive Penzance Cornwall TR18 4SU	Agent:	Mr Trevor Newborn Lowenva Tredarvah Drive Penzance Cornwall TR18 4SU
Site address:	1 Springfield Court Church Street Hugh Town St Marys Isles Of Scilly		
Proposal:	Replacement of 4 single glazed timber windows and rear door/side panel with UPVC double glazed units.		

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 Block Plan**
- **Plan 3 Existing Photos**
- **Plan 4 Proposed Windows & Door Spec**
- **Plan 5 Site Waste Management Plan**

These plans 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 the islands.

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. 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.
3. This decision is not a determination under the Building Regulations. 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. You can contact Building Control for further advice or to make a building control application: buildingcontrol@cornwall.gov.uk.

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: 5th December 2022



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 Mrs Caroline Newborn

Please sign and complete this certificate.

This is to certify that decision notice: P/22/074/FUL and the accompanying conditions have been read and understood by the applicant: Mrs Caroline Newborn.

1. **I/we intend to commence the development as approved:** Replacement of 4 single glazed timber windows and rear door/side panel with UPVC double glazed units at: 1 Springfield Court Church Street Hugh Town St Marys 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 un-authorised 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
- Planning Application – 6 months
- Listed Building Consent – 6 months
- Advertisement Consent - 8 weeks
- Minor Commercial Application - 12 weeks
- Lawful Development Certificate – None (unless for LBC – 6 months)
- Other Types - 6 months

Note that these periods can change so you should check with the Planning Inspectorate for the most up to date list. You can apply to the Secretary of State to extend this period, although this will only be allowed in exceptional circumstances.

You find more information on appeal types including how to submit an appeal to the Planning Inspectorate by visiting <https://www.gov.uk/topic/planning-development/planning-permission-appeals> or you can obtain hard copy appeal forms by calling 0303 444 5000.

Current appeal handling times can be found at: [Appeals: How long they take page](#).

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 (Option 1), via email buildingcontrol@cornwall.gov.uk or by post at:

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

Inspection Requests can also be made online: <https://www.cornwall.gov.uk/planning-and-building-control/building-control/book-an-inspection/>

Registering/Altering Addresses

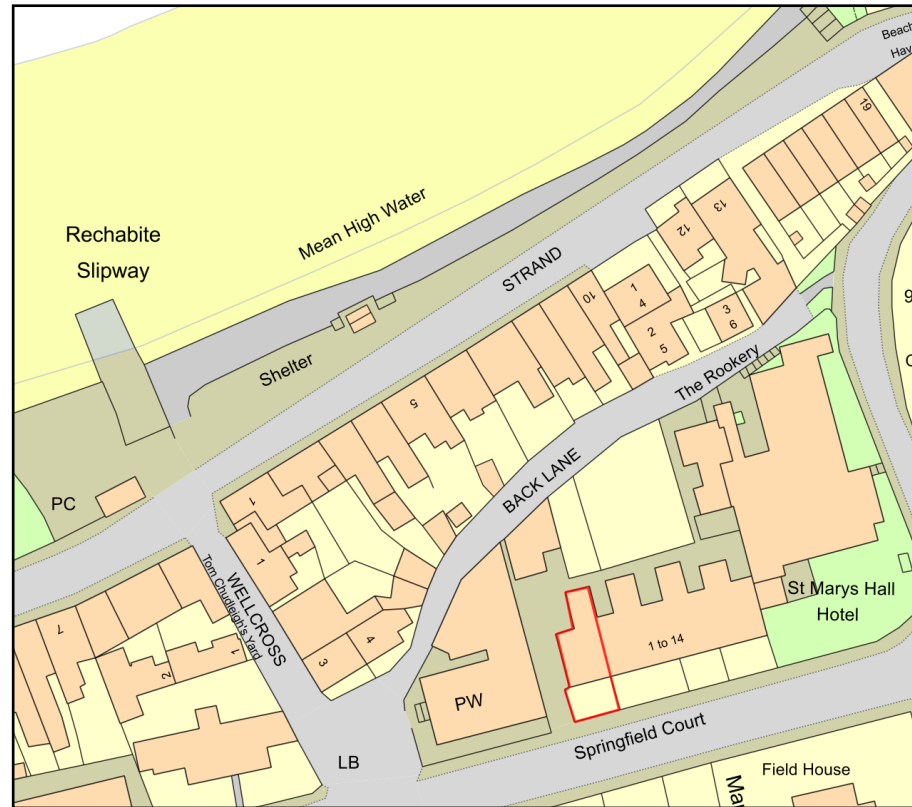
If you are building a new dwelling, sub dividing a dwelling into flats or need to change your address, please contact the Planning Department who will be able to make alterations to local and national databases and ensure postcodes are allocated.

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.

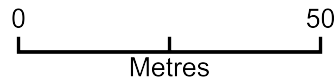
Should you require any further advice regarding any part of your development, please contact the Planning Department and we will be happy to help you.

Flat 1 Springfield Court, Church St, St. Mary's, Isles of Scilly, TR21 0JT



APPROVED

By Lisa Walton at 5:07 pm, Dec 05, 2022



Plan Produced for: Trevor Newborn

Date Produced: 12 Oct 2022

Plan Reference Number: TQRQM22285144305331

Scale: 1:1250 @ A4

RECEIVED

By Liv Rickman at 9:35 am, Oct 13, 2022



RECEIVED

By Liv Rickman at 3:08 pm, Oct 17, 2022

Flat 1 Springfield Court, Church St, St. Mary's, Isles of Scilly, TR21 0JT



APPROVED

By Lisa Walton at 5:08 pm, Dec 05, 2022

ReQuestaPlan

Plan Produced for: Trevor Newborn

Date Produced: 12 Oct 2022

Plan Reference Number: TQRQM22285145950981

Scale: 1:500 @ A4

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RECEIVED

By Liv Rickman at 9:45 am, Oct 13, 2022

APPROVED

By Lisa Walton at 5:08 pm, Dec 05, 2022

1 Springfield Court existing single glazed wooden windows and door to be replaced



2. Kitchen 2



1. Kitchen 1



3. Kitchen 3



4. Bedroom



5. Back door and side panel

Project Summary



1. Kitchen 1 Casement
Quantity: 1
Supply & Fit - Remove & replace



2. Kitchen 2 Casement
Quantity: 1
Supply & Fit - Remove & replace



3. Kitchen 3 Casement
Quantity: 1
Supply & Fit - Remove & replace



4. Bedroom Casement
Quantity: 1
Supply & Fit - Remove & replace



5. Back Door Entrance Door
Quantity: 1
Supply & Fit - Remove & replace

Quotation for:
Mr Trevor Newborn

Prepared by:
Nick Farrar nick@wcpl.co.uk

Installation Address:
Flat 1 Springfield court Church Street St. Mary's, Isles of Scilly Cornwall, TR21 0JT

Lead time:
TBC

Guarantee:
See our Terms and Conditions

Payment terms:
Deposit and balance on completion

Notes:
ORDER CONF- To supply and install 4x casement windows and 1x door with side screen. All frames are white both sides. Includes Fire rated Kitchen window with Georgian wire glass. Door and side screen have been re-designed with panels along the bottom and obscure glass in the top. No Georgian bars.

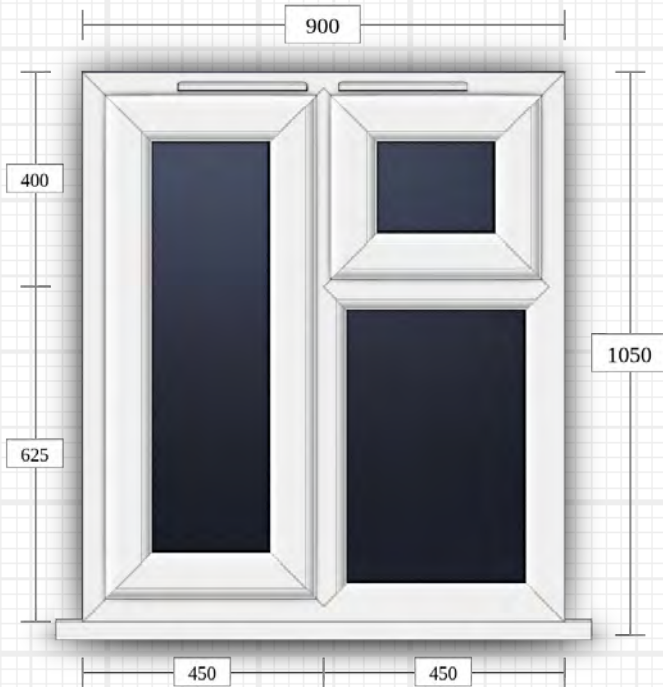
Net Price: £6,140.00
VAT (20%): £1,228.00
Total Price: £7,368.00



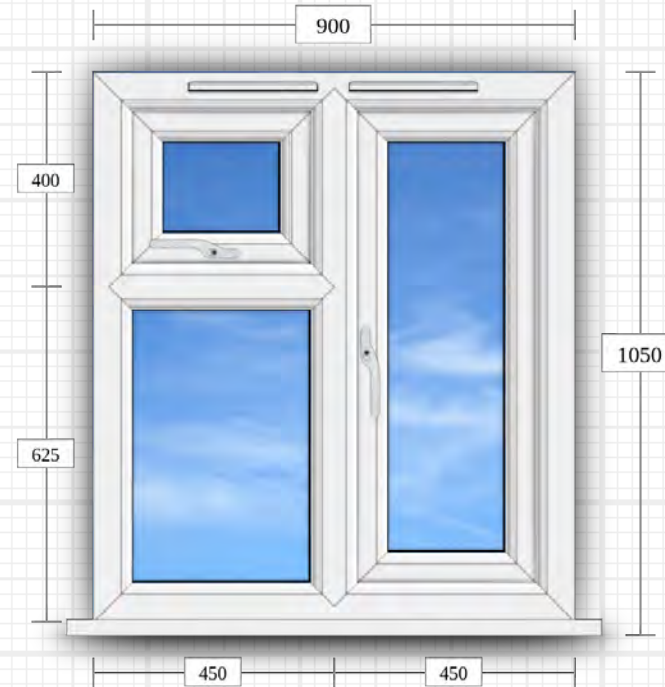
Technical detail: 1 - Kitchen 1 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Casement

- Frame: Standard Ovolo
- Sash: Standard Ovolo
- Transom: Standard Ovolo
- Mullion: Standard Ovolo
- Bead: Ovolo
- Cill: Standard
- Frame Joint Type: Welded
- Sash Joint Type: Welded

Colour: Smooth White

- Profile Trickle Vent: Small Match Finish
- Window Handle: Connoisseur White

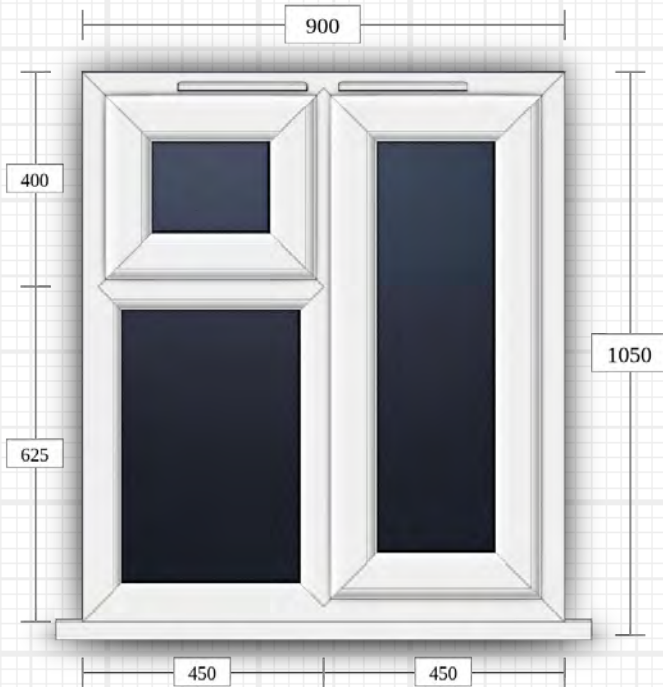
Glass: Double Glazed (Annealed) - Black Spacer - Clear



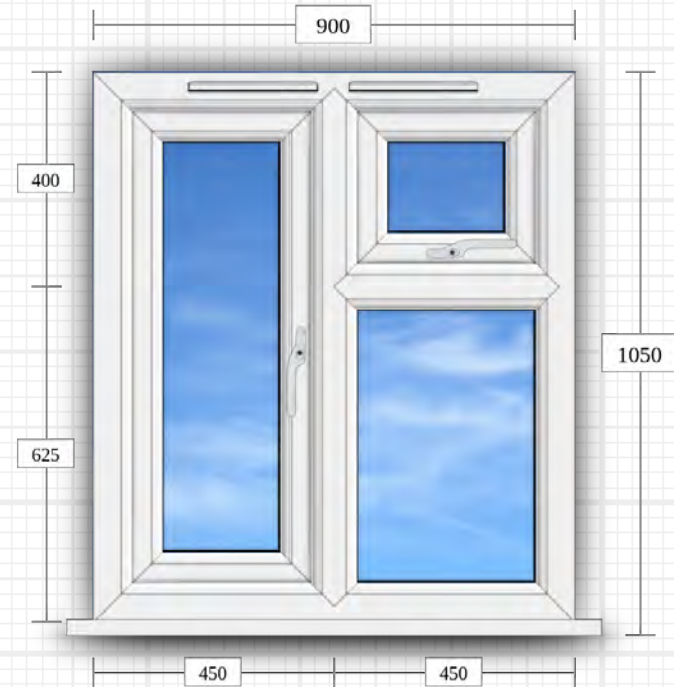
Technical detail: 2 - Kitchen 2 - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Casement

- Frame: Standard Ovolo
- Sash: Standard Ovolo
- Transom: Standard Ovolo
- Mullion: Standard Ovolo
- Bead: Ovolo
- Cill: Standard
- Frame Joint Type: Welded
- Sash Joint Type: Welded

Colour: Smooth White

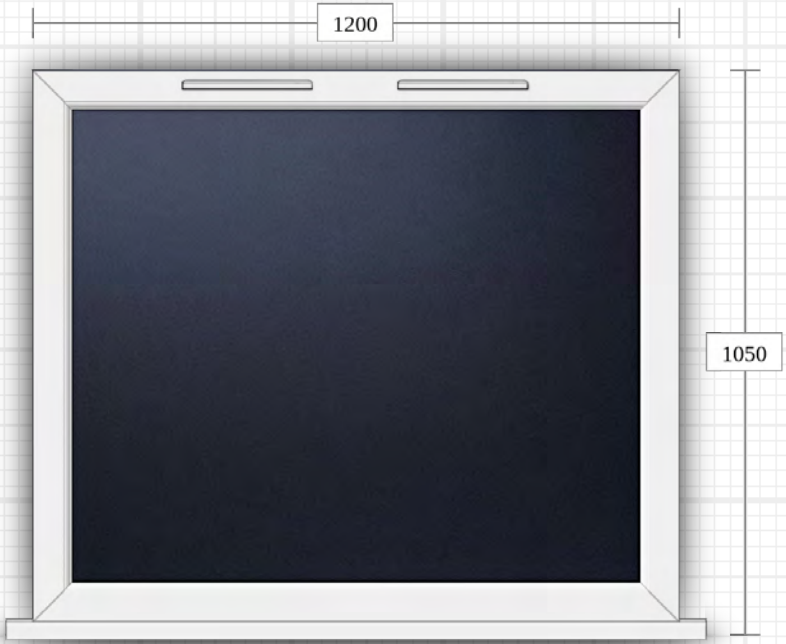
- Profile Trickle Vent: Small Match Finish
- Window Handle: Connoisseur White

Glass: Double Glazed (Annealed) - Black Spacer - Clear

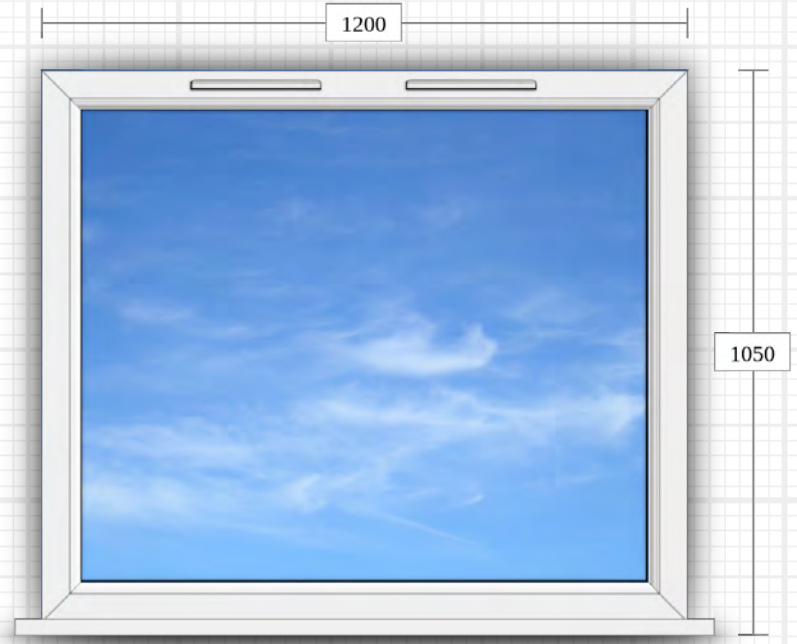


Technical detail: 3 - Kitchen 3 - Supply & Fit - Remove & replace Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Casement

Frame: Standard Ovolo Colour: Smooth White
 Bead: Ovolo
 Cill: Standard
 Frame Joint Type: Welded

Profile Trickle Vent: Small Match Finish
 Custom Extra: FIRE RATED GLASS, Note: Window will contain special Georgian Wire fire rated safety glass (Not Shown)

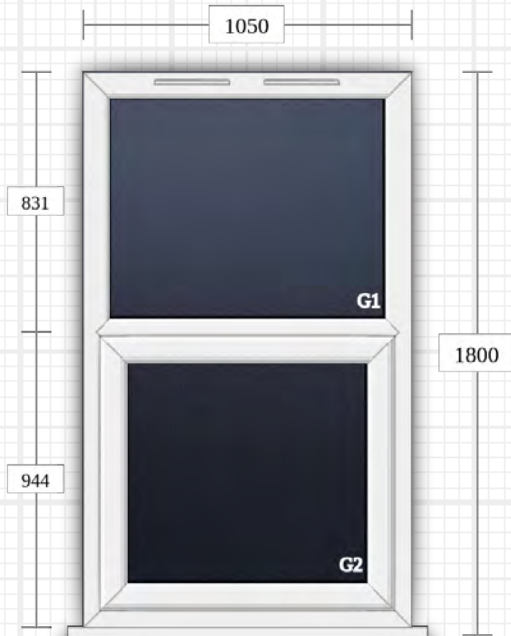
Glass: Double Glazed (Toughened) - Black Spacer - Clear



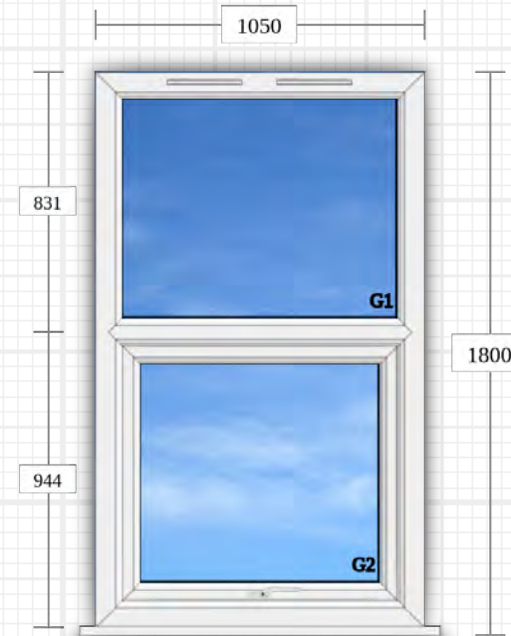
Technical detail: 4 - Bedroom - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Casement

Frame: Large Ovolo
Sash: Standard Ovolo
Transom: Standard Ovolo
Bead: Ovolo
Cill: Standard
Frame Joint Type: Welded
Sash Joint Type: Welded

Colour: Smooth White

Profile Trickle Vent: Small Match Finish
Window Handle: Connoisseur White

G1: Double Glazed (Annealed) - Black Spacer - Clear
G2: Double Glazed (Toughened) - Black Spacer - Clear



Technical detail: 5 - Back Door - Supply & Fit - Remove & replace

Quantity: 1

☀ Viewed from outside



💡 Viewed from inside



Entrance Door

Opens:	In
Frame:	Large Ovolo
Sash:	Large Ovolo - Open In
Hinge Mullion:	Standard Ovolo
Side Screen Midrail:	Standard Ovolo
Door Midrail:	Standard Ovolo
Bead:	Ovolo
Cill:	Standard
Frame Joint Type:	Welded
Sash Joint Type:	Welded
Door Transom/Mullion Joint Type:	Mechanical

Colour:	Smooth White
Flat Panel (Frame) Colour:	Smooth White

Profile Trickle Vent:	Small Match Finish
Lock Cylinder:	Euro Cylinder Chrome
Door Hinge:	Butt Hinge White
Door Handle:	Balmoral Lever/Lever Chrome

Custom Extra: LOW THRESHOLD, Note: The door will come with a low threshold. Due to software restrictions, this can not be displayed - but it will be on the final product.

Glass: Double Glazed (Toughened) - Black Spacer - Minster

Panel: Flat Panel



APPROVED

By Lisa Walton at 5:09 pm, Dec 05, 2022

RECEIVED

By Liv Rickman at 9:43 am, Oct 13, 2022

Site Waste Management Plan for:

Flat 1
Springfield Court
Church Street
St. Mary's
ISLES OF SCILLY
TR21 0JT

Source of the windows and door:

West Cornwall Plastics Ltd
Unit 6c Guildford Road Industrial Estate
Guildford Road
Hayle
Cornwall TR27 4QZ.
Tel: 01736 759444.
Email: info@WCPL.co.uk

To be fitted by:

West Cornwall Plastics Limited

Quantity and materials to be disposed of:

- 4 x wooden singled glazed windows and wood surrounds.
- 1 wooden single glazed back door, side panel and wood surrounds.

The windows and door being removed are of the same size as the ones being replaced.

Materials:

Glass Wood

Waste packaging and disposal:

The waste will be packaged on a pallet, returned to the mainland, where it will be transported to West Cornwall Plastics Limited warehouse; the materials will be separated, the recycled accordingly. West Cornwall Plastics Ltd Licence number CBDU249768

The materials will be transported off the islands by:

Richard Hand Haulage Site 7, Porthmellon Industrial Estate St Mary's Isles of Scilly TR21 0JY

The Materials will be recycled by:

West Cornwall Plastics Ltd
Unit 6c Guildford Road Industrial Estate
Guildford Road
Hayle
Cornwall TR27 4QZ.
Tel: 01736 759444.
Email: info@WCPL.co.uk

Applicant:

Trevor Newborn
Lowenva
Tredarvah Drive
Penzance
Cornwall
TR18 4SU
Tel: 07860389588
Mail: trevor.newborn@outlook.com