



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/23/008/COU **Date Application Registered:** 6th February 2023

Applicant: Mr & Mrs Hicks
Bell Rock Hotel
Church Street
Hugh Town
St Mary's
Isles Of Scilly
TR21 0JT

Agent: Mr Nigel Bush
St Mary's House,
Point Mills,
Bissoe,
Truro,
Cornwall,
TR4 8QZ

Site address: Bell Rock Hotel Church Street Hugh Town St Mary's Isles Of Scilly
Proposal: Conversion of 3 serviced guest bedrooms to 1 self-contained holiday letting flat.
(Listed Building)

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 Existing & Proposed Plans, Site Plan and 4289-01-A**
 - **Plan 2 Heritage, Design & Access Statement Stamped Feb 6th 2023**
- These are stamped as APPROVED**
Reason: For the clarity and avoidance of doubt and in the interests of the character and appearance of the Listed Building, 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** **The self-catering, self-contained accommodation, hereby permitted, shall not be occupied at any time other than for the purposes of short-let holiday letting accommodation by guests of the Bell Rock Hotel and shall not be let, sold, leased or otherwise disposed of as a separate residential unit, or be occupied by any person for a period exceeding 28 days in any calendar year.**
Reason: The creation of an additional independent residential unit on the site, that is not for local need, would be contrary to Policies LC1 and LC2 of the Isles of Scilly Local Plan (2015-2030).
- C4** **Prior to the commencement of the development, hereby approved, a scheme to include details of the sources of all building materials and the means/location of disposal of all demolition material and all waste arising from building works, including excess packaging**

shall be submitted to and agreed in writing with the Planning Authority. The development shall thereafter proceed in strict accordance with the approved scheme only.

Reason: This is a pre-commencement condition that requires details that were not submitted as part of the application but are required to ensure adequate consideration is given to the minimisation of unnecessary waste generation, and adherence to the waste hierarchy, in accordance with the requirements of Policy SS2 (2) and Policy OE5 of the Isles of Scilly Local Plan 2015-2030.

C5 No construction plant and/or machinery shall be operated on the premises, as part of the implementation of this permission, before 0800 hours on Mondays through to Saturdays nor after 1800 hours. There shall be no works involving construction plant and/or 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 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 currently £116 for each request to discharge condition(s) where the planning permission relates to any other type of development other than a householder application. The fee is payable for each individual request made to the Local Planning Authority. You are advised to check the latest fee schedule at the time of making an application as any adjustments including increases will be applied: https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf
3. 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 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. There is a fee to apply for a non-material amendment and the most up to date fee will be charged which can be checked here: https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf
4. 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.
5. This planning permission has been granted on the basis that the development relates strictly to the conversion of the building(s) as shown on the approved planning application drawings forming part of this permission. Any works of rebuild or new build other than as detailed on the approved planning application drawings and any departure from these drawings will require separate planning permission and the Local Planning Authority should be notified at once in the event in works being required or having taken place outside the scope of this planning permission as such works could have the effect of invalidating the planning permission. This planning permission does not grant or imply any form of building control approval for which separate notification will be required under the Building Regulations.

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: 13th April 2023



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 Mr & Mrs Hicks

Please sign and complete this certificate.

This is to certify that decision notice: P/23/008/COU and the accompanying conditions have been read and understood by the applicant: Mr & Mrs Hicks.

1. **I/we intend to commence the development as approved:** Conversion of 3 serviced guest bedrooms to 1 self-contained holiday letting flat (Listed Building) at: Bell Rock Hotel Church Street 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.

For the avoidance of doubt you are reminded to address the following condition(s) 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.

PRE-COMMENCEMENT CONDITION(S)

C4 Prior to the commencement of the development, hereby approved, a scheme to include details of

the sources of all building materials and the means/location of disposal of all demolition material and all waste arising from building works, including excess packaging shall be submitted to and agreed in writing with the Planning Authority. The development shall thereafter proceed in strict accordance with the approved scheme only.



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-authorized 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.

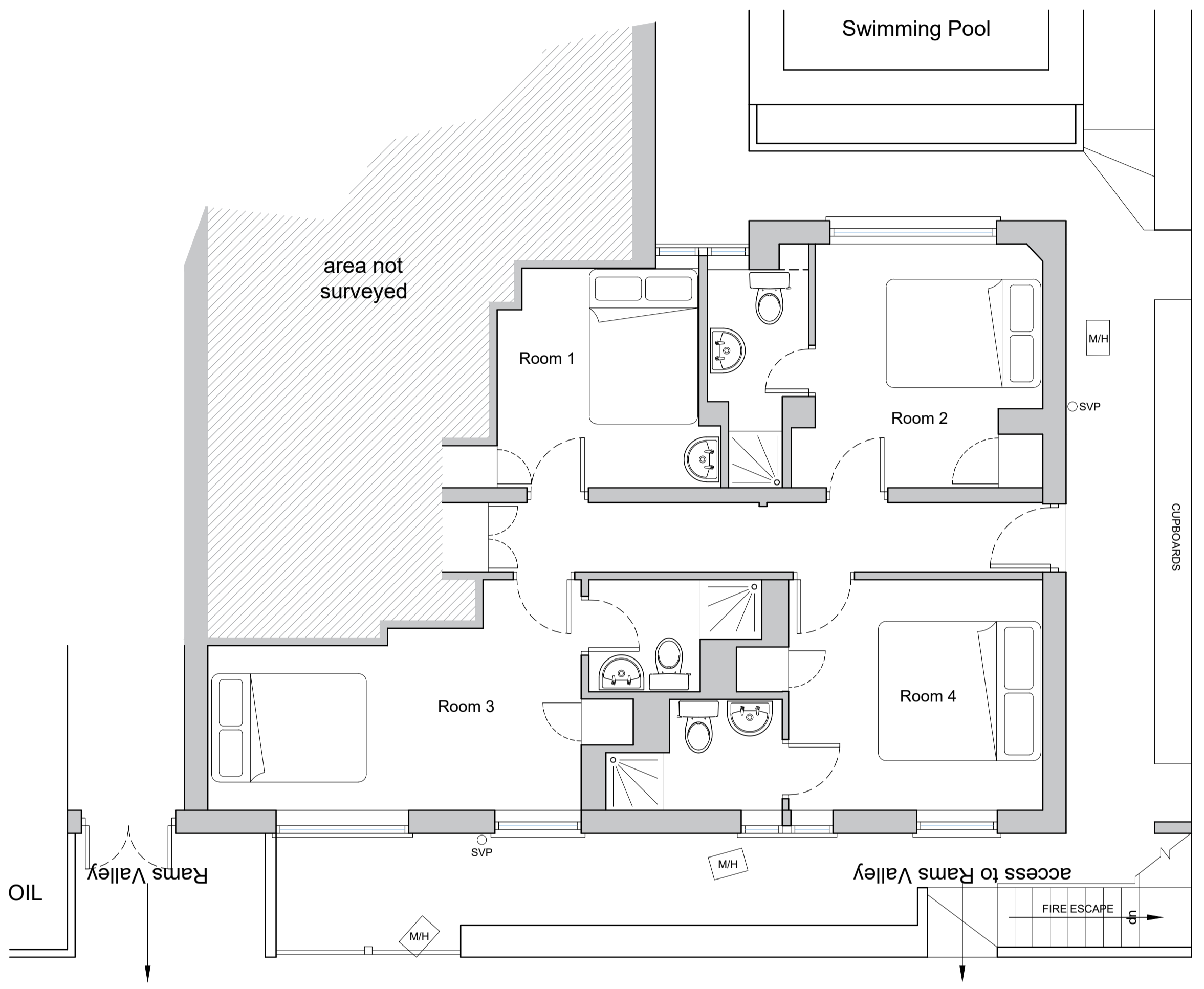
Connections to Utilities

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.

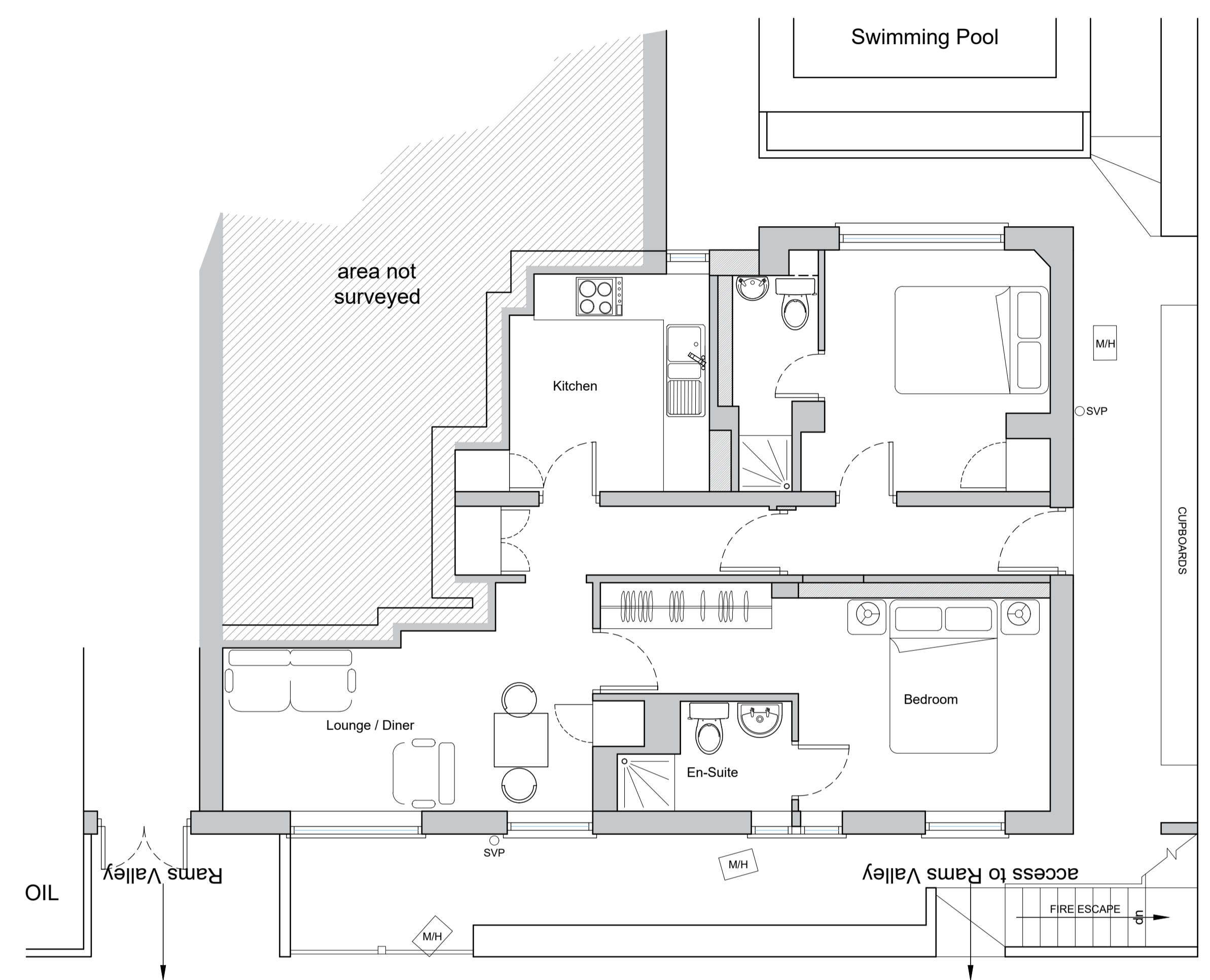
Should you require any further advice regarding any part of your development, please contact the Planning Department and we will be happy to help you.

RECEIVED
By A King at 2:14 pm, Feb 06, 2023

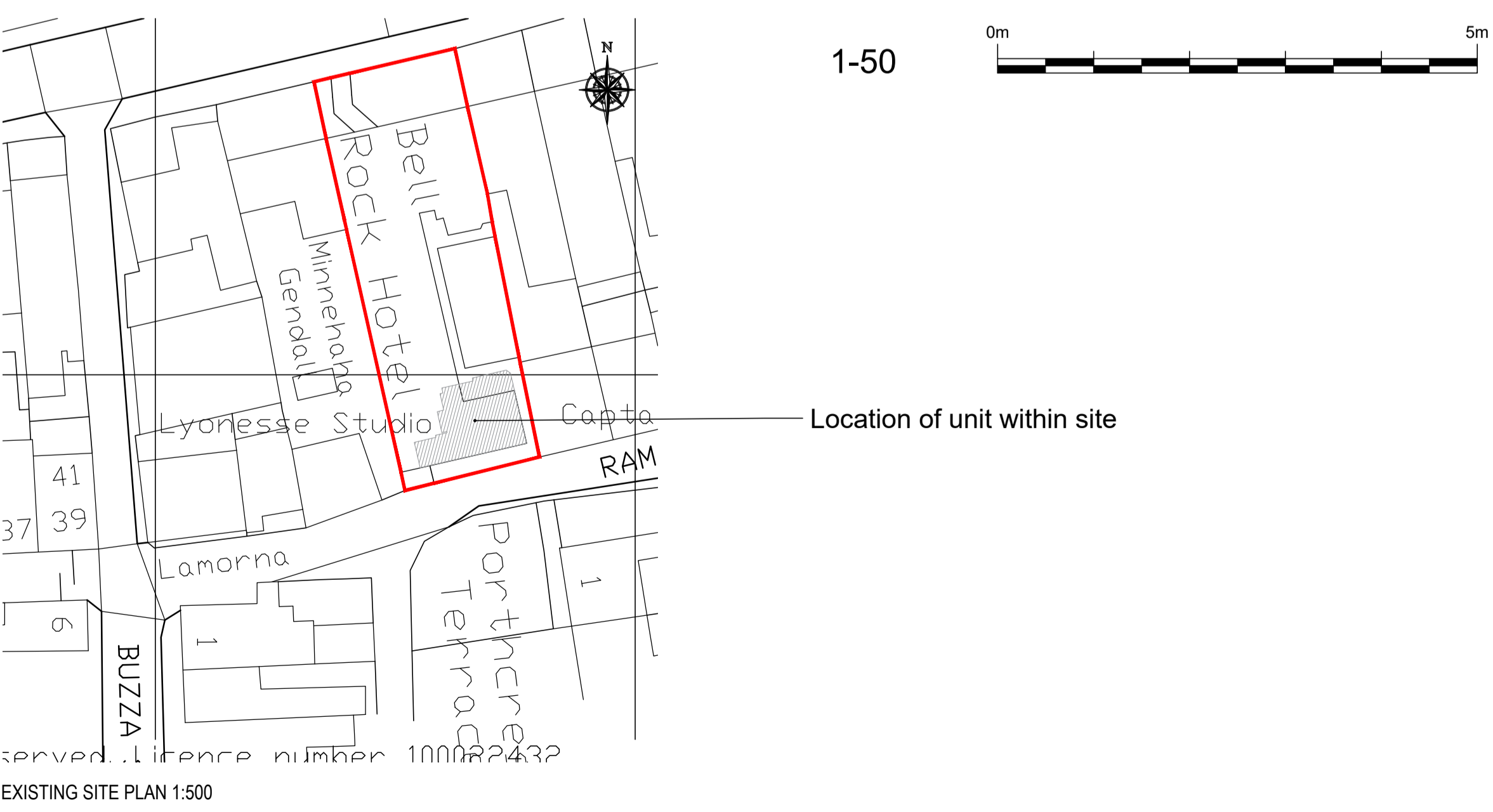
APPROVED
By Lisa Walton at 12:52 pm, Apr 13, 2023



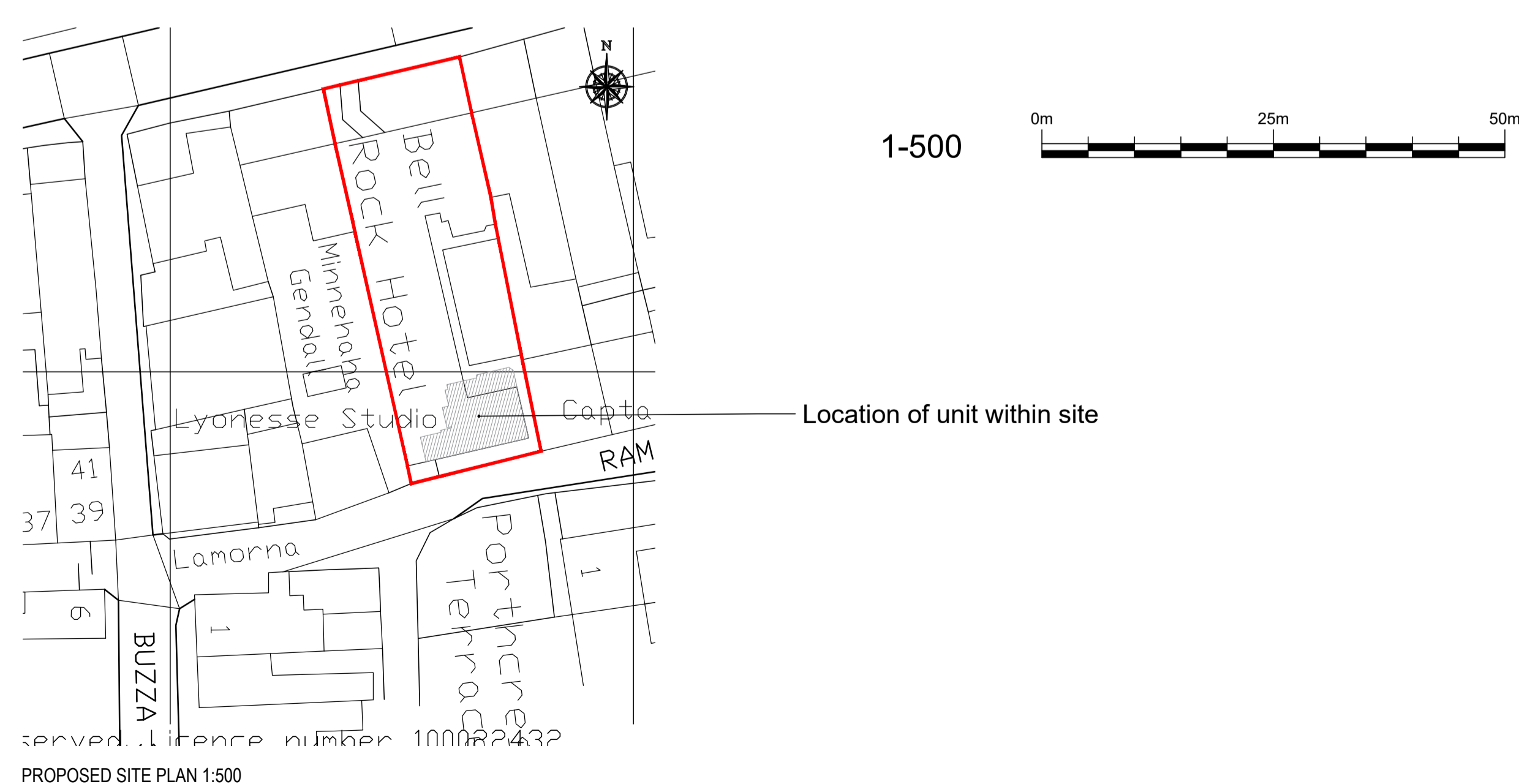
EXISTING GROUND FLOOR PLAN 1:50



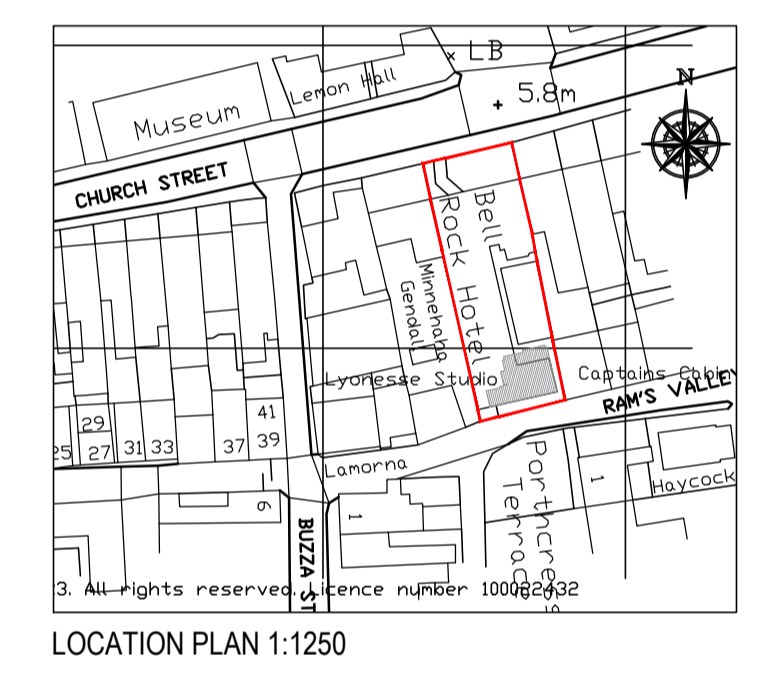
PROPOSED GROUND FLOOR PLAN 1:50



EXISTING SITE PLAN 1:500



PROPOSED SITE PLAN 1:500



1-1250

- NOTES.** THIS DRAWING IS COPYRIGHT
- THIS DRAWING IS TO BE READ IN CONJUNCTION WITH DRAWINGS, DETAILS AND SPECIFICATIONS ISSUED FOR CONSTRUCTION PURPOSES BY OTHERS.
 - THIS DRAWING HAS BEEN PREPARED TO OBTAIN PLANNING AND BUILDING REGULATION DECISIONS ONLY. ALL CONTRACTORS MUST VISIT THE SITE FOR THEIR OWN ASSESSMENT WHEN PRICING.
 - THE CONTRACTOR IS RESPONSIBLE FOR ALL DIMENSIONS AND FOR THE CORRECT SETTING OUT OF THE WORK ON SITE. ONLY FIGURED DIMENSIONS ARE TO BE USED. ANY DISCREPANCIES ARE TO BE REPORTED BEFORE PROCEEDING. DO NOT SCALE FOR CONSTRUCTION PURPOSES - IF IN DOUBT ASK.
 - ALL MATERIALS AND WORKMANSHIP TO COMPLY WITH CURRENT BRITISH STANDARDS AND CODES OF PRACTICE.

rev B		
rev A	Planning amendment	31-01-23

ISSUE PLANNING APPLICATION

CLIENT / SITE
Mr & Hicks
Bell Rock Hotel, Church Street
St Mary's, Isles of Scilly
TR21 0JT

PROJECT
Proposed conversion of guest bedrooms to form 1 bed flat

DETAILS
Existing and Proposed Plans, Site Plans and Location Plan

PLAN N° 4289	01 A	SCALES	1:50, 1:100, 1:200 & 1:1250 @ A1
		DATE	January 2023
		DRAWN	DN

Telephone: 01872 870888
Facsimile: 01872 870500
Email: Enquiries@n-h-b.co.uk
VAT No: 699 1686 61

APPROVED

By Lisa Walton at 12:52 pm, Apr 13, 2023

St Marys House
Point Mills
Bissoe
Truro
TR4 8QZ

HERITAGE, DESIGN AND ACCESS STATEMENT

INCORPORATING FLOOD RISK ASSESSMENT

***PROPOSED CONVERSION OF 3 SERVICED GUEST
BEDROOMS TO ONE SELF-CONTAINED HOLIDAY
LETTING FLAT AT BELLROCK HOTEL, CHURCH
STREET, ST MARYS, TR21 0JT FOR MR & MRS HICKS***

HERITAGE STATEMENT

Bell Rock Hotel and attached walls and railings. It is listed as part of a larger group of original buildings within Hugh Town that date to this period. It is described as:

House, now hotel. Early C19 with mid C20 additions and external details. Granite rubble with aggregate render; green cement tile roof and rendered ridge and end stacks. Double-depth plan. 2 storeys with attics; original 3-window range front to left (east) has quoins to left and 6/6-pane sashes; 2-window range west wing, heightened in C20 from single storey to 2 storey, has C20 six/six-pane and 8/8-pane sashes, C20 part-glazed doors in quoined surround, quoins to left and plat band. C20 hipped dormers with sashes. Interior: 6-fielded panelled doors set in moulded architraves; moulded shutter boxes and architraves to windows. Fine, possibly reset, fanlight with 1780s leadwork and glazed sunburst lights and outer band of roundels with florets and swags; early C19 anthemion detail applied on one side only suggests re-use of whole light in this position, with Greek revival pilasters below. Hall has Vitruvian scroll and anthemion cornice. Dogleg staircase with swept string, mahogany handrail and simple turned newel posts from basement to attics. Room at east with simple reeded cornice, black polished marble fireplace, long drawn-out scroll brackets and deep shelf. Subsidiary features: coursed and dressed granite forecourt walls surmounted by spear-headed railings interrupted by urn finials.

All of the proposed works are to be carried out in the rear of the building constructed in the late 60's/early 70's. This structure has no heritage significance.

SITE/USE

The application site is a Grade II listed hotel located in Church Street. The hotel has been trading for over 100 years with a good reputation as a family friendly hotel with staff accommodation. There will be no change to the use of the building.

AMOUNT OF DEVELOPMENT

The amount of development consists of converting 3-bedrooms and an en-suite to a self-contained flat. Retaining the en-suite and room 2.

LAYOUT

The layout is clearly illustrated on the accompanying plans.

LANDSCAPING

No changes are proposed to the landscaping.

APPEARANCE

There are no changes to the external appearance of the building.

ACCESS

The pedestrian access into and within the property will be in accordance with the relevant approved documents of the Building Regulations.

DRAINAGE

The existing foul drainage will be utilised for the kitchen waste.

FLOOD RISK ASSESSMENT



The E.A Flood Risk map (above) shows the majority of the existing building to be within a flood zone 1 with the very rear being within flood zone 3. The only alterations to the building are internal and the risk is no more than currently exists. Means of escape can be made via the front of the building onto Church Street in the event of a flood.

CONCLUSION

POLICY WC5 – VISITORS, ECONOMY & TOURISM DEVELOPMENTS

With regards to this proposal, the bedroom identified as No1 is not suitable for use by guests as there are no ensuite facilities (now expected by guests). It is a very small room with limited storage space, small window and close proximity to the swimming pool and hotel kitchen.

Access to the main hotel is an external path adjacent to the pool which leads into the rear of the hotel. Regular guests prefer not to stay in these rooms and new guests who are experiencing the Isles of Scilly for the first time are sometimes disappointed when staying in these rooms. Hotel guests do not like having to walk outside to access their room and sometimes feel disconnected to the rest of the hotel.

The change of use of Room 1 to a kitchen combined with the alterations to bedrooms 3 and 4 provides the opportunity to form a self-contained flat for 2 adults and a child on a bed settee. Creating a kitchen is a much better use of the current space. Currently these rooms allows for 4/5 guests, the proposal allows for 4/5 guests so no loss of bed space if fully occupied.

Self-catering accommodation is in great demand all year round. The hotel already has a self-contained one bedroom flat on the second floor. It is fully booked all season and is very popular with guests who want the benefits of staying in a hotel – access to the pool and restaurant but also want their own space and freedom of choice. Overall Mr and Mrs Hicks considers this to be a great benefit to tourism and greatly enhance the current layout. There will be no loss of staff accommodation or a reduction in employment.

The proposed works will not harm any of the existing fabric of the building.

We therefore consider your Council should reasonably grant conditional planning consent and listed building consent.