



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/23/010/FUL **Date Application Registered:** 9th February 2023

Applicant: Mr Richard Hand
R Hand Haulage
7 Porthmellon
Industrial Estate
Porth Mellon
St Mary's
Isles of Scilly
TR21 0JY

Site address: R Hand Haulage 7 Porthmellon Industrial Estate Porth Mellon St Mary's Isles of Scilly
Proposal: Extension of office to include a reception area for clients and customers.

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 ref TQRQM23038135509433
- Plan 2 Site Plan ref TQRQM230102349633
- Plan 3 01 Elevation and Block Plan rev A
- Plan 4 Preliminary Roost Assessment dated 16th January 2023
- Plan 5 Design and Access Statement (Site Waste Management and Installation of Bat Boxes)

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 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.

C4 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. 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
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: 14th 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 Richard Hand

Please sign and complete this certificate.

This is to certify that decision notice: P/23/010/FUL and the accompanying conditions have been read and understood by the applicant: Mr Richard Hand.

1. **I/we intend to commence the development as approved:** Extension of office to include a reception area for clients and customers at: R Hand Haulage 7 Porthmellon Industrial Estate Porth Mellon 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 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.

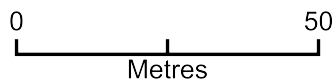
APPROVED

By Lisa Walton at 5:12 pm, Apr 14, 2023

RECEIVED

By A King at 11:13 am, Feb 08, 2023

RHH proposed office reception

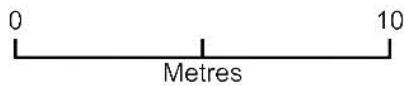


Plan Produced for: Richard Hand
Date Produced: 07 Feb 2023
Plan Reference Number: TQRQM23038135509433
Scale: 1:1250 @ A4

RECEIVED
By A King at 11:13 am, Feb 08, 2023

RHH proposed office reception

APPROVED
By Lisa Walton at 5:11 pm, Apr 14, 2023

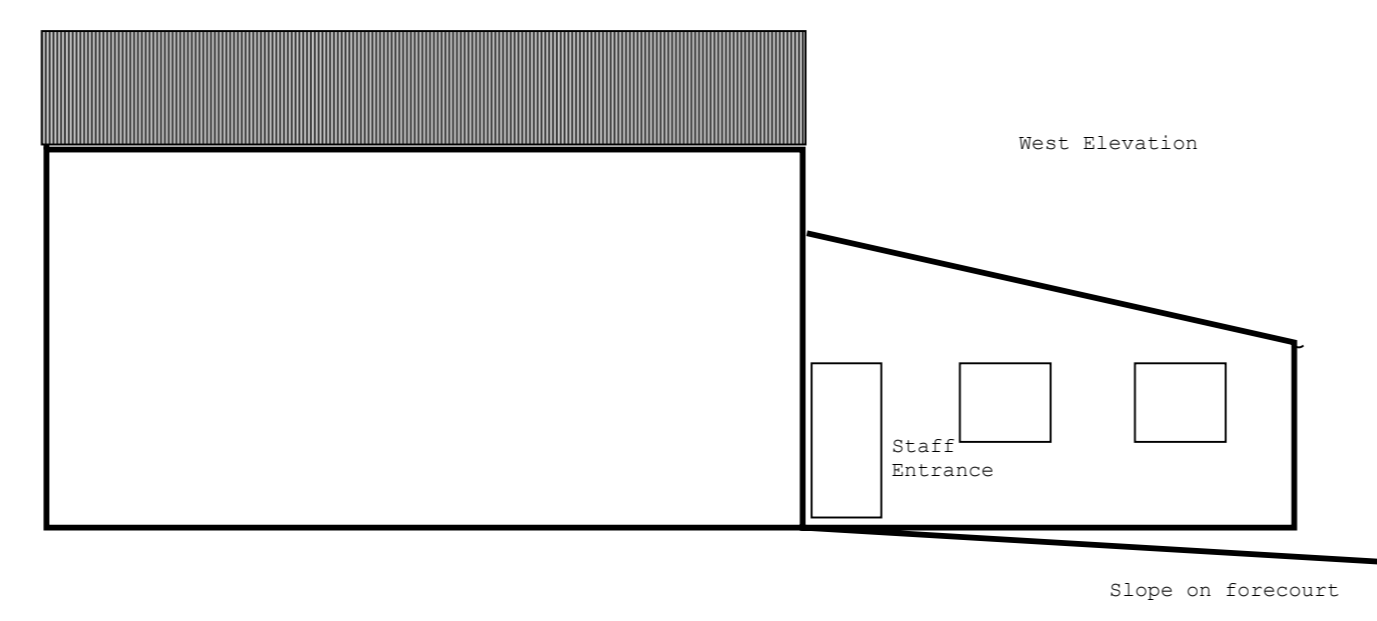
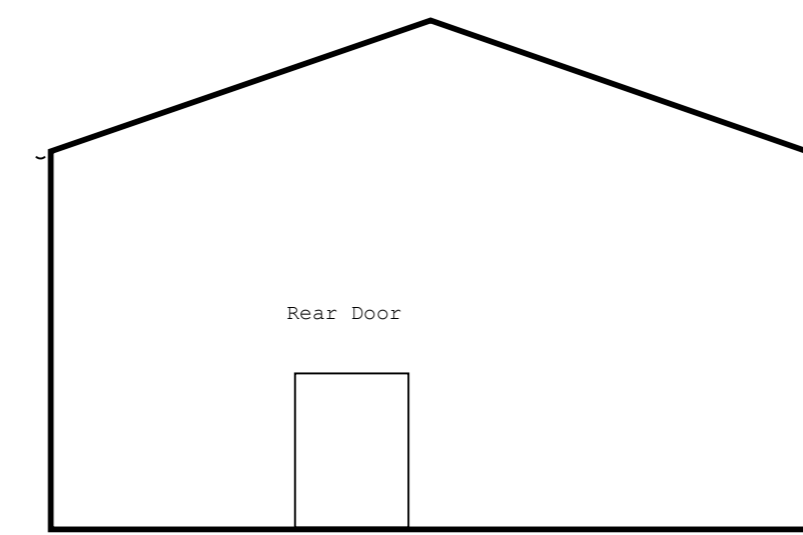


Plan Produced for: **Richard Hand**
Date Produced: 10 Jan 2023
Plan Reference Number: TQRQM23010102349633
Scale: 1:200 @ A4

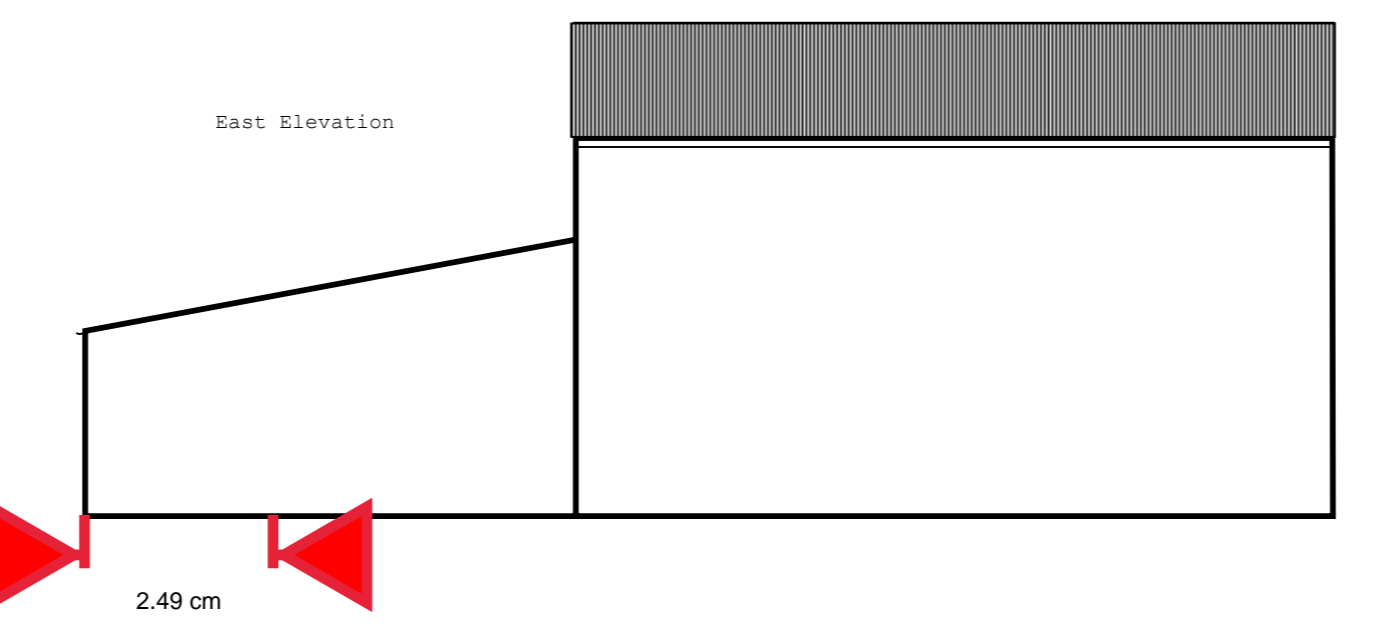
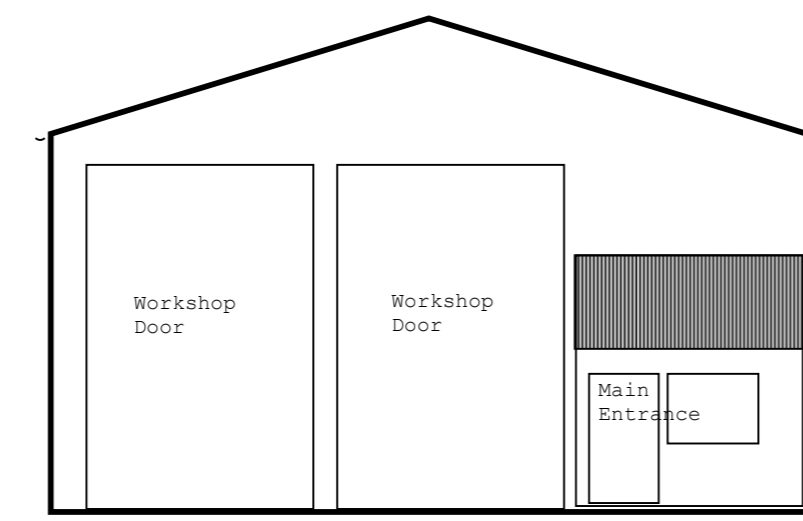
RECEIVED
By A King at 12:51 pm, Feb 08, 2023

APPROVED
By Lisa Walton at 5:23 pm, Apr 14, 2023

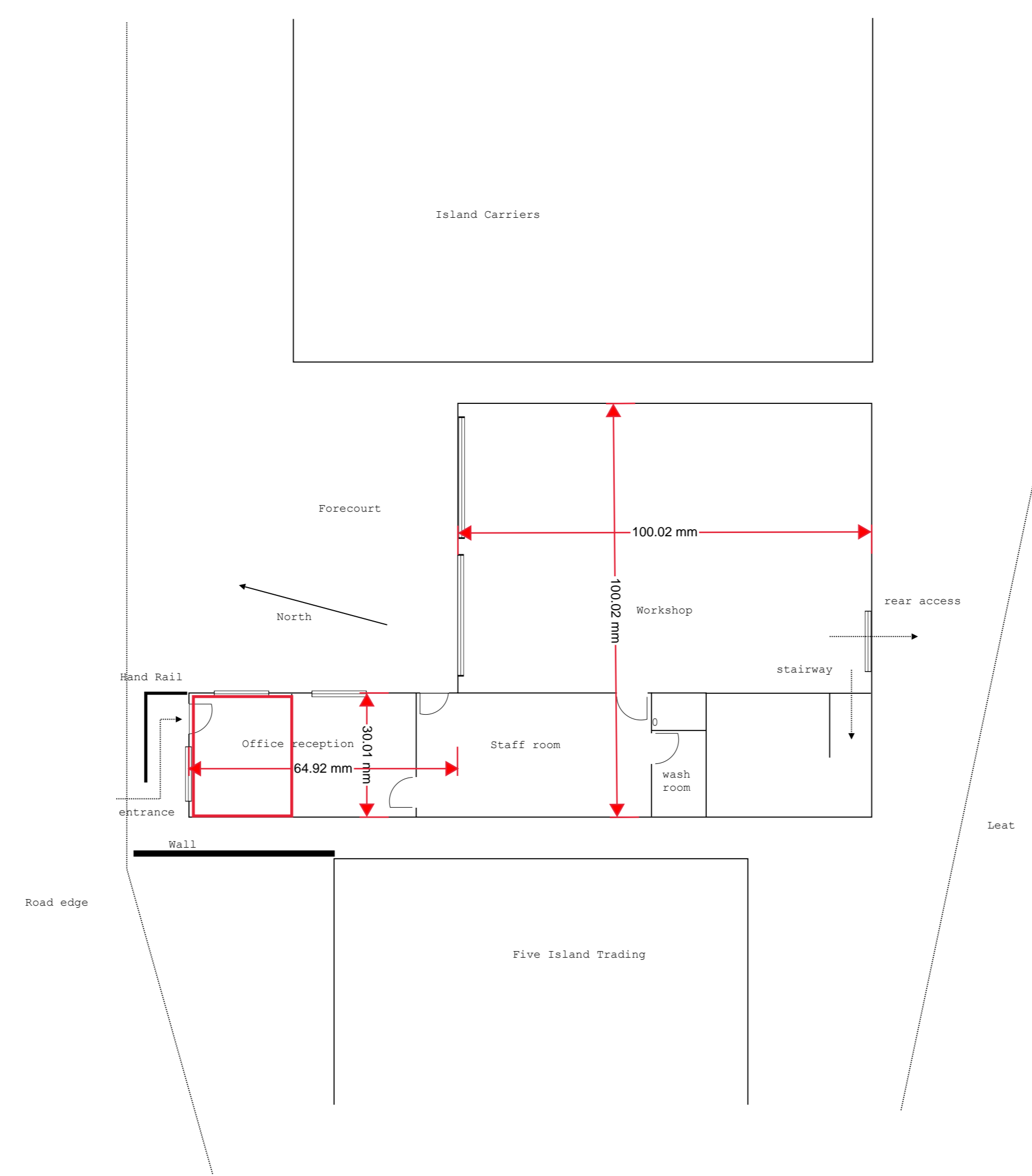
North Elevation



South Elevation



Block Plan



Site:	Unit 7 Portchamell Ind Est	Drawing:	01 Elevation and block Plan	Project:	BHH Office	Drawn:	R Hand	Scale:		Client:	Richard Hand Hauke Unit 7 Portchamell PS21 0JY
Title:	Reception area extension	Scale:	1:100	Date:	05/01/2023	Rev:	A				

APPROVED

By Lisa Walton at 5:23 pm, Apr 14, 2023

PRELIMINARY ROOST ASSESSMENT (PRA)

RICHARD HAND HAULAGE,
PORTHMELLON INDUSTRIAL ESTATE, ST MARY'S,
ISLES OF SCILLY



Client: Richard Hand Haulage

Our reference: 23-1-1

Planning reference: Produced in advance of submission

Report date: 16th January 2023

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

Contact: ios.ecology@gmail.com

Executive Summary

Bats - Results and Findings

The preliminary roost assessment (PRA) survey concluded that there was **negligible potential** for use of the office unit attached to Richard Hand Haulage on Porthmellon Industrial Estate by roosting bats. This assessment relates solely to the single-storey office unit; it does not provide a comprehensive assessment of the wider warehouse building.

Whilst a negligible potential is concluded, it is noted that there is a small chance of opportunistic/transient use of individual discreet features. This potential is not sufficient to justify further surveys or significant constraints to works, but should be taken into account in accordance with the precautionary principle.

This judgement was reached in accordance with the survey methodologies and evaluation criteria outlined in the Bat Surveys for Professional Ecologists: Good Practice Guidelines 3rd edition¹

Bats - Further Survey Requirements

No further surveys are recommended – the PRA conclusion does not require further survey information with regards to bats in order to inform a planning application.

Bats - Recommendations

Standard good practice and vigilance should be observed by the contractors undertaking the works in acknowledgement that bats are transient in their use of roosting opportunities and may explore potential locations, especially if the condition of structural features were to change. A specific methodology is provided in Appendix 1.

A Planning Condition requiring compliance with the Precautionary Method of Works (PMW) outlined in Appendix 1 could be attached to a Decision Notice. If so, it is recommended that this should be compliance only – no further information would be required as the methodology outlined in the PMW is comprehensive.

If the applicant wishes to provide biodiversity enhancement, a bat box could be erected on the southern gable of the warehouse unit. Guidance on suitable specifications is provided.

Nesting Birds - Results and Findings

There is evidence of nesting birds, specifically house sparrow, nesting within the roof structure of the office unit. Whilst this is not evident in a location to be specifically impacted by the proposals, the potential for nesting birds should be considered.

Nesting Birds - Recommendations

Works should take account of the minor residual risk of species such as sparrow making use of nesting opportunities during the breeding season.

There is no requirement to replace nesting habitat for breeding birds as the confirmed nesting features will be retained post-completion.

¹ Collins, J. (ed.) 2016 Bat Surveys for Professional Ecologists: Good Practice Guidelines (3rd edn). The Bat Conservation Trust, London.

PRELIMINARY ROOST ASSESSMENT (PRA)

Planning Authority: Isles of Scilly	Location: SV 90882 10646	Planning Application ref: Report produced in support of application
Planning application address: Richard Hand Haulage, Porthmellon Industrial Estate, St Mary's, Isles of Scilly		
Proposed development: The proposed works were identified by the client and accord with the documentation submitted in support of the application. These involve: 1) The extension of the existing office unit to provide a reception space to the north of the existing building. Impacts to existing structures would be restricted to the northern face of the existing office unit.		
Building references: The building components are identified in the plans provided in Appendix 2.		
Name and licence number of bat-workers carrying out survey: James Faulconbridge (2015-12724-CLS-CLS)		
Preliminary Roost Assessment date: The visual inspection was undertaken on 14 th January 2023 in accordance with relevant Best Practice methodology ² .		
Local and Landscape Setting: The building is located to the south-eastern edge of Porthmellon Industrial Estate in St Mary's in the Isles of Scilly. The land use immediately surrounding the building is densely developed on all sides, with a range of light-industrial and commercial properties with associated hardstanding and access features. A treeline runs along the south-eastern edge of the main warehouse unit, but the office unit under consideration in this assessment faces directly onto the internal access road of the estate. Beyond the confines of the small industrial estate, there is abundant suitable habitat to the south-east. Approximately 140m to the south-east is Lower Moors SSSI – a topogenous mire with areas of elm woodland and scrub as well as a series of pools and marshy grassland. Records from the Local Bat Group indicate that this is an important foraging resource for bats on the island. The shoreline of Porthmellon Beach lies approximately 100m to the northwest of the site and the strandline here may provide a valuable foraging resource for bats. There are three records of bat roosts within 500m of the property – all relate to common pipistrelle roosts utilising features such as hanging slates around dormer windows in Hugh Town to the west and south-west of the site.		

² Collins, J. (ed.) 2016 Bat Surveys for Professional Ecologists: Good Practice Guidelines (3rd edn). The Bat Conservation Trust, London.

Building Description(s):

The main building in the site is a double-height warehouse with roller-shutter doors which is used for storage of vehicles, deliveries and as a general workshop space. On the north-western aspect is a single-storey extension which houses an existing office. The proposals relate solely to the extension of the office unit. As direct and indirect impacts are restricted to this unit, the description will focus only on this unit. The assessment does not therefore represent a comprehensive assessment of the wider premises.

Office Unit

The office unit is single-storey with a single-pitch gently-sloping roof. It is attached to the larger warehouse structure to the south.

The unit is clad with hit & miss boarding. The potential cavities which could be created by the boarding above windows and doors are not present as these are filled with timber. There are two missing boards on the northern aspect below the window – however any potential fly-in access to these is blocked by a cluttered environment dominated by an oil tank and associated services. A video endoscope was used to inspect behind these boards and it was found to be densely cobwebbed with associated debris indicating no recent or current occupation by bats. Aside from this feature, there were no identified access features behind the boarding.

There is a wooden fascia board running along the eaves on each aspect – this creates multiple gaps where it joins the hit & miss boarding – however they are open at the top and do not provide the apex niche characters favoured by common pipistrelle. The roof sheets which lap over the edge of the fascia on the eastern and western aspects is tightly fitted with no gaps.

The roof is constructed of corrugated sheet material – the peaks in the corrugations are blocked in places but in others, light can be seen throughout the length. Where gaps were open, these were inspected fully with a torch and endoscope. No evidence of use by bats or other species could be determined and the construction means that the features do not provide the apex niche characters favoured by common pipistrelle. The flashing where the roof sheets join the main warehouse structure were tight and well-fitted.

The aluminium-framed windows are well-fitted with a gap noted under the sills – this gap was inspected and found to be densely cobwebbed indicating no current or recent occupation by bats.

Survey Limitations

It was not possible to fully inspect the sealed void as it is only partially open and visible from the warehouse. This constraint is taken into account in the assessment - minor residual risk can be controlled through an appropriate Precautionary Method of Works (PMW) which is provided in Appendix 1.

There were no other significant limitations to access or survey inspection which might affect the evidence base or subsequent conclusions of this survey.

Assessment of Potential for use by Roosting Bats

No evidence of current or historic use by bats was identified during the survey and an overall **negligible potential** was determined; however it is noted that there is a small residual risk of opportunistic/transient use of the features noted.

This assessment relates only to the office unit – the wider warehouse unit was outside of the scope of this assessment.

Recommendations and Justification (Bats):

No further surveys are recommended – the conclusion of **negligible potential** related to the structures to be impacted does not require any further information with regards to bats in order to inform a planning application.

The proposed works involve very limited impacts to existing structures – this is restricted to the removal of the existing northern wall of the office unit to allow it to be extended. The existing roof would remain in situ, only modified such as is necessary to allow new roofing sheets to be settled below existing sheets to allow continuous run-off of rain.

Standard good practice and vigilance should be observed by the contractors undertaking the works in acknowledgement that bats are transient in their use of roosting opportunities and may explore potential locations. The potential for individual common pipistrelle bats to make use of minor opportunities associated with listed features should be taken into account during works. These features are:

- The minor gap beneath the sill of the window;
- The gaps created by the intersection between the fascia board and the hit & miss boarding;
- Accessible voids behind the hit & miss boarding on the northern aspect;

At the discretion of the Planning Authority, a compliance condition could be included in any Planning Application approval requiring that works proceed in line with the PMW requirements outlined in Appendix 1 of this report. This is in order to ensure that roosting bats are not impacted by the proposed works.

If the applicant wishes to provide biodiversity enhancement, the position of the south-eastern gable of the warehouse facing onto a treeline would offer an ideal location to install a bat box. This should be positioned above 3m from the ground to minimise the risk of predation. An open-based box design would ensure that it would not require cleaning. 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 the environs for foraging and roosting. The proximity of the gable to existing vegetation would secure a vegetated fly-in/out habitat.

A suitable box could be purchased or constructed following freely available plans. Kent Bat Box style boxes are slim easy to construct from appropriate timber using the plans provided at:

<http://www.kentbatgroup.org.uk/kent-bat-box.pdf>

Assessment of Potential for use by Nesting Birds

Nesting material was visible beneath the roofing sheets on the western aspect of the office unit – this is likely to reflect use by house sparrows. The evidence was restricted to the southern portion of this aspect, closest to the warehouse, and this location should not be impacted by the proposed works. However care must be taken to avoid accidental or incidental disturbance during works.

No evidence of nesting birds was identified associated with the northern face of the office unit which would be directly impacted; however appropriate care should be taken to ensure that no birds are nesting prior to works taking place. This could be achieved either through timing of works, or a pre-commencement inspection.

Recommendations and Justification (Birds):

Works affecting the roof should be undertaken outside of the breeding season which runs from March – September inclusive, where practicable. This would provide the most robust means of

avoiding risk of impact to nesting birds.

If this is not possible, then contractors should visually inspect gaps around the eaves, beneath roofing sheets and above fascias before they are affected by the works, in order to confirm that no nests are present. In the unlikely event that a bird nest is present, it must be left undisturbed until chicks have fledged the nest, at which point works can proceed.

Care must also be taken to ensure that the works do not cause disturbance or damage to proximate nesting areas through indirect impacts including vibration, noise or contractor presence. The situation of the confirmed nesting location at the periphery of a building which is in regular use as a workspace with frequent vehicle movements and human presence would suggest a relatively high degree of habituation, but novel disturbances created by the proposed works may be perceived as a greater threat by nesting birds.

There is no requirement to mitigate for loss of nesting habitat for breeding birds as the existing confirmed nesting features would not be directly affected by the proposals and should remain suitable post-completion.

Signed by bat worker(s):

Date: 16th January 2023



APPENDIX 1

-

PRECAUTIONARY METHOD STATEMENT WITH REGARDS TO BATS

The purpose of this Method Statement is to ensure that extension works can proceed where presence of bats has been determined to be unlikely, but a precautionary approach is still advisable. It has been determined that direct harm to roosting bats during the proposed works would be highly unlikely.

Contractors should, however, be aware of **their own legal responsibility with respect to bats**:

Relevant Legislation regarding Bats

The Conservation of Habitats and Species Regulations 2017, or the 'Habitat Regulations 2017', transposes European Directives into English and Welsh legislation. Under these regulations, bats are classed as a European Protected Species and it is, therefore, an offence to:

- *Deliberately kill, injure or capture bats;*
- *Deliberately damage or destroy bat roosts.*

A bat roost is commonly defined as being any structure or place that is used as a breeding site or resting place, and since it may be in use only occasionally or at specific times of year, a roost retains such a designation even if bats are not present.

Bats are also protected from disturbance under Regulation 43. Disturbance of bats includes in particular any disturbance which is likely:

- (a) *To impair their ability -*
- *to survive, to breed or reproduce, or to rear or nurture their young; or*
 - *in the case of animals of a hibernating or migratory species, to hibernate or migrate; or*
- (b) *To affect significantly the local distribution or abundance of the species to which they belong.*

Bats also have limited protection under the Wildlife and Countryside Act 1981 (as amended) and the Countryside Rights of Way Act 2000 (as amended). It is, therefore, an offence to:

- *Intentionally or recklessly destroy, damage or obstruct any structure or place which a bat uses for shelter or protection.*
- *Intentionally or recklessly disturb bats whilst occupying any structure or place used for shelter or protection.*

Contractors should be aware of **where bats are most likely to be found in respect to the existing office unit:**

Hit & Miss Boarding

Inspection of the building indicates it is highly unlikely that bats will access voids behind the hit & miss boarding – however this cannot be ruled out comprehensively especially if structural conditions changes.

Boards should be removed carefully, in such a way that if any bats are present behind the boards, they are not killed or injured. Particular attention should be paid to the points where boards attach to the battens – common pipistrelles often seek apex cavities where they are in a crevice surrounded on the sides and the top, with open access only in a downwards direction. The underside of boards should be checked for the potential presence of bats before being put aside.

Fascia board

There are gaps created where the fascia board attaches over the hit & miss boarding at the top of the wall – this is open at the top and doesn't create an apex cavity which significantly reduces its suitability for use by bats. However as a precaution, these cavities should be visually inspected using a torch prior to the board being removed. If any bats are present, or suspected, works should pause and the Named Ecologist contracted to review the situation. If no bats are present, the board can be removed and works can continue.

uPVC Window Frames

There is a minor gap below the aluminium window frame which should be fully inspected visually before works commence in order to confirm that no bats are present.

Contractors should be aware of **the process to follow in the highly unlikely event of finding bats** or evidence indicating that bats are likely to be present:

If bats are identified, works should cease and the named ecologist contacted immediately for advice.

If the bat is in a safe situation, or a situation which can be made safe, they should remain undisturbed.

Only if the bat is in immediate risk of harm can the bat be moved with care and using a gloved hand. This is a last resort and should only be undertaken for humane reasons if the bat is at immediate risk of harm **and** if the ecologist cannot be contacted for advice.

APPENDIX 2

-

LOCATION PLAN AND PHOTOGRAPHS



Map 01 – Illustrating the location of the property within the local environs (red circle). Reproduced in accordance with Google’s Fair Use Policy.



Map 02 – Showing the main warehouse unit (blue) with the office unit shown in red. Reproduced in accordance with Google’s Fair Use Policy.



Photograph 1: Showing the office unit – the northern face would be removed to allow the building to be extended over the footprint of the existing oil tank (visible to the far right).



Photograph 2: Showing the gap behind the fascia board at the eaves – however this is open at the top with no apex cavity which would reduce its suitability for use by roosting bats.



Photograph 3: Showing that the potential gaps in the hit & miss have been sealed above the window.



Photograph 4: Showing the very minor cavity below the sill of the aluminium window frame.



Photograph 5: Showing the accessible portion of the void as seen from the warehouse – the CLS internal structure and insulation boards are visible.



Photograph 6: Showing view along the corrugated roof sheet from the interior of the warehouse – the light is visible at the end in some instances only.

Richard Hand Haulage.

Proposed office / reception area

Design and access statement.

Richard Hand Haulage has been established since 1989. The business has grown year on year, taking on additional staff as the business has expanded. We currently have a workshop a staff room and a small office.

Overview: We are seeking planning permission to extend the office & create a reception area for our customers. Currently our customers must go on the forecourt where vehicles are reversing, through the staff room to get to the office. Our proposal would create a safer more direct route to the reception area. This would improve our customers overall experience & provide privacy for our staff whilst they take their work breaks.

Design & Scale: The new reception area will be constructed & clad in sustainable timber to match the existing building. The roof will be covered in the same roofing sheets as the current office.

The door & windows will be made of sustainable wood & painted in the same grey paint as on the existing doors and windows.

Access to the reception will be on the north side of the building via a small slope with a handrail. The proposed extension will increase the floor space of the office / reception area by 5.7 square meters.

Impact: The new reception area extension will have positive visual impact as the area is currently used for storage of various items & looks a little messy. We will also install bat boxes to increase biodiversity.

Site waste management plan: There will be little waste from this extension as we will re-use the current window. What waste we will have will be disposed of at the Waste & Recycling centre at Moorwell.

APPROVED

By Lisa Walton at 4:58 pm, Apr 14, 2023