



IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

COUNCIL OF THE ISLES OF SCILLY

Old Wesleyan Chapel, Garrison Lane, St Mary's TR21 0JD
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/25/012/HH	Date Application Registered:	17 February 2025
Applicant:	Mr and Mrs Humphries 7 Lower Strand Hugh Town St Mary's Isles of Scilly TR21 0PS	Agent:	Mr Matthew Ball Matt Ball Architecture LLP 5 Zetland Square Business Centre, Dundas Street, Richmond, DL10 7AB

Site address: 7 Lower Strand Hugh Town St Mary's Isles of Scilly TR21 0PS
Proposal: Ground floor and first floor rear extension and addition of historical bay window to the front elevation (Amended Plans)

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 Proposed Floor Plans Amended**
 - **Plan 4 Proposed Elevations Amended**
 - **Plan 5 Design and Access Statement**
 - **Plan 6 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 The materials used in the construction of the development hereby approved shall be as detailed within the permitted application particulars and shall be retained permanently as such, unless prior written consent is obtained from the Local**

Planning Authority to any variation.

Reason: To safeguard the appearance of the building and the character of the area.

C4 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. **STATEMENT OF POSITIVE ENGAGEMENT:** In dealing with this application, the Council of the Isles of Scilly has actively sought to work with the applicants in a positive and creative way, in accordance with paragraph 39 of the National Planning Policy Framework 2024.
2. **POST-DECISION 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 or the submission of a full planning application for a revised scheme. 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. **DISCHARGING 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 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
4. **BUILDING REGULATIONS:** 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. **BIODIVERSITY NET GAIN:** Based on the information available this permission is considered to be one which will not require the approval of a biodiversity gain plan before development is begun because one or more of the statutory exemptions or transitional arrangements are considered to apply. These can be found in the legislation. The effect of paragraph 13 of Schedule 7A to the Town and Country Planning Act 1990 is that, unless an exception or a transitional arrangement applies, the planning permission granted for the development of land in England is deemed to have been granted subject to the condition ("the biodiversity gain condition") that development may not begin unless:
(a) a Biodiversity Gain Plan² has been submitted to the planning authority, and
(b) the planning authority has approved the plan.
The planning authority, for the purposes of determining whether to approve a Biodiversity Gain Plan in respect of this permission would be the Planning Department at the Council of the Isles of Scilly.
6. **COMMENCEMENT NOTICE:** Under Section 93G of the Town and Country Planning Act 1990 (as amended), this decision notice informs you that a 'commencement notice' must be served on the Local Planning Authority - subsections (2) and (3) are set out below:
(2) Before the development is begun, the person proposing to carry it out must give a notice (a "commencement notice") to the local planning authority specifying the date on which the person expects the development to be begun.
(3) Once a person has given a commencement notice, the person:
o may give a further commencement notice substituting a new date for the date previously given, and
o must do so if the development is not commenced on the date previously given
The notice should be provided to the Local Planning Authority a minimum of seven (7) days before the development commences.
Failure to provide the commencement notice could lead to the Local Planning Authority serving notice on them to require information to be provided, and if that is not provided within 21 days, they will be guilty of an offence, as below:
(5) Where it appears to the local planning authority that a person has failed to comply with the requirements of subsection (2) or (3)(b), they may serve a notice on any relevant person requiring the relevant person to give the authority such of the information prescribed under subsection (4)(a) as the notice may specify.
(7) A person on whom a notice under subsection (5) is served is guilty of an offence if they fail to give the information required by the notice within the period of 21 days beginning with the day on which it was served.
(9) A person guilty of an offence under subsection (7) is liable on summary conviction to a fine not exceeding level 3 on the standard scale.
PLEASE NOTE: The requirement under Section 93G of the Town and Country Planning Act 1990 (as amended) is separate from any requirements under the Community Infrastructure Levy Regulations 2010 (as amended) or any requirements for serving notices secured through the signed Section 106 Legal Agreement.

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: 20 May 2025



COUNCIL OF THE ISLES OF SCILLY

Planning Department
Old Wesleyan Chapel, Garrison Lane, St Mary's TR21 0JD
☎0300 1234 105
✉planning@scilly.gov.uk

Dear Mr And Mrs Humphries

Please sign and complete this certificate.

This is to certify that decision notice: P/25/012/HH and the accompanying conditions have been read and understood by the applicant: Mr and Mrs Humphries.

1. **I/we intend to commence the development as approved:** Ground floor and first floor rear extension and addition of historical bay window to the front elevation at: 7 Lower Strand Hugh Town St Mary's Isles of Scilly TR21 0PS **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

Old Wesleyan, Garrison Lane, St Mary's, Isles of Scilly, TR21 0JD

☎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 - £86 per application
- Other permissions - £298 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). 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 £44 for householder type applications and £298 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.

If the scale of change is not considered to be 'non-material' you may be able to make a 'minor material amendment' which would require to you apply to vary the conditions (providing the change is not contrary to a specific condition). The fee for a householder variation of condition application would be £86, for other non-major (other than householder) development applications the fee would be £586 and for major development the fee would be £2,000.

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 by email: planning@scilly.gov.uk 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 0800 0831821. 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.

Location Plan

Site Address: 7, Lower Strand, Hugh Town, St Mary's, TR21 0PS

Date Produced: 05-Feb-2025

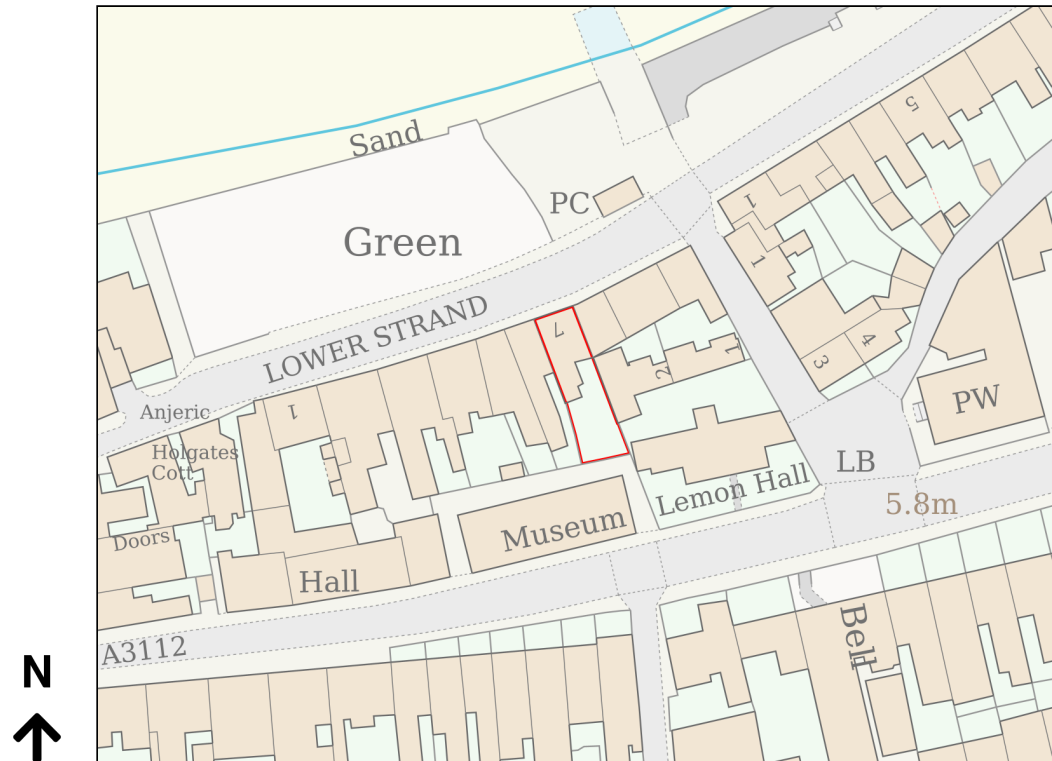
RECEIVED

By Liv Rickman at 12:15 pm, Feb 06, 2025

Scale: 1:1250 @A4

APPROVED

By Lisa Walton at 12:56 pm, May 20, 2025



Planning Portal Reference: PP-13750099v1

0 50
Metres

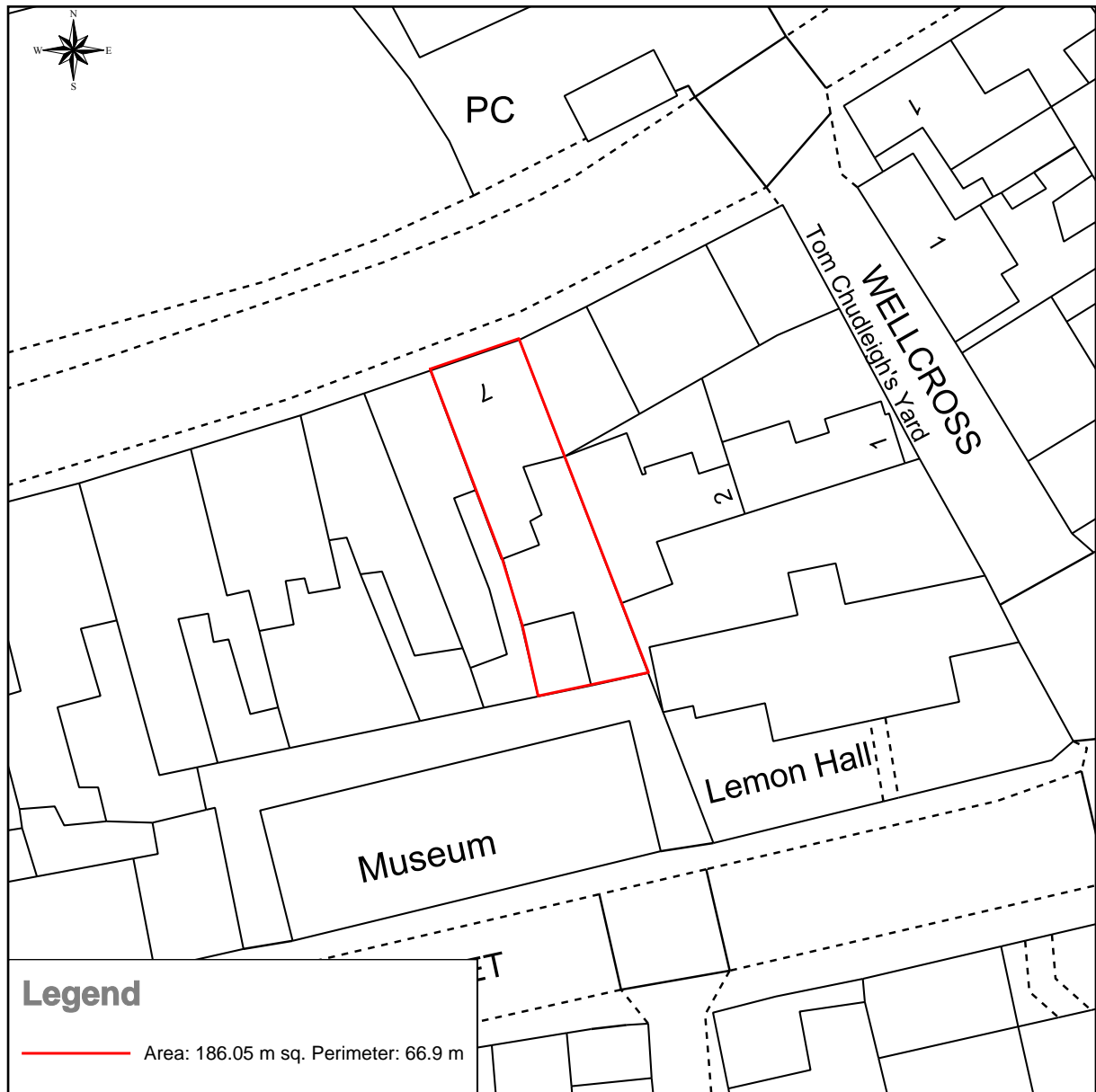
APPROVED

By Lisa Walton at 12:57 pm, May 20, 2025

RECEIVED

By Liv Rickman at 12:15 pm, Feb 06, 2025

No. 7 Lower Strand



This Plan includes the following Licensed Data: OS MasterMap, Black and White Site Plan/Block Plan by the Ordnance Survey National Geographic Database and incorporating surveyed revision available at the date of production. Reproduction in whole or in part is prohibited without the prior permission of Ordnance Survey. The representation of a road, track or path is no evidence of a right of way. The representation of features, as lines is no evidence of a property boundary. © Crown copyright and database rights, 2018. Ordnance Survey 0100031673

0m 5m 10m 15m 20m 25m 30m 35m 40m

Scale: 1:500, paper size: A4

Block Plan



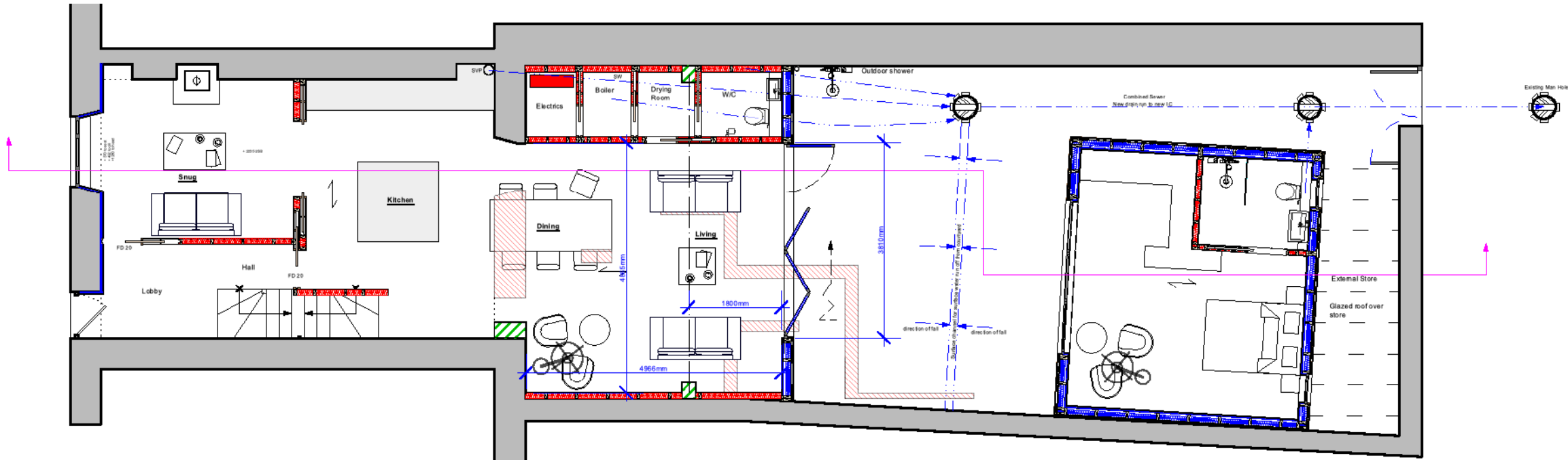
plans ahead by emapsite™

Prepared by: Matthew Ball, 12-04-2018

RECEIVED
By Liv Rickman at 1:14 pm, Apr 08, 2025

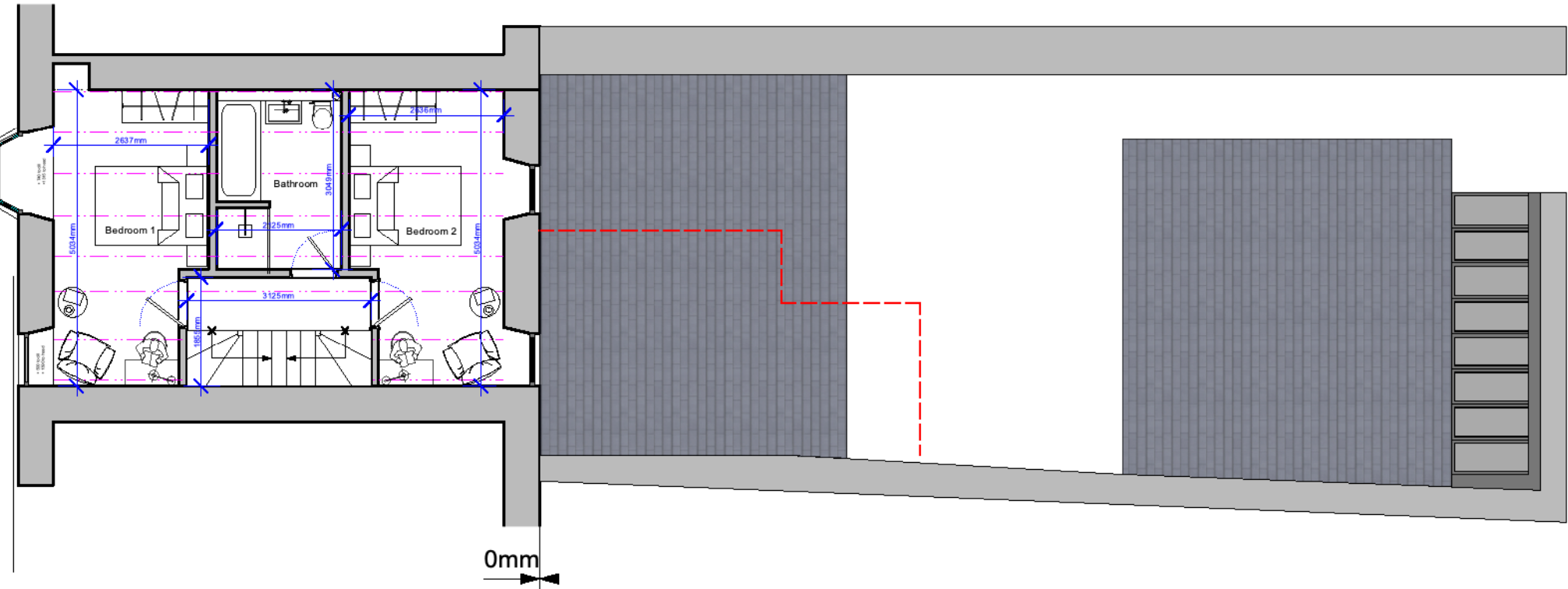
APPROVED
By Lisa Walton at 12:58 pm, May 20, 2025

GENERAL NOTES:
This drawing must not be copied in whole or in part without prior written permission of MATT BALL ARCHITECTURE. This drawing must be read in conjunction with other architect's drawings & all schedules/Building Bye-Law check list and with all relevant structural engineering drawings, details and specifications. It is the contractor's responsibility to ensure that all work is carried out in accordance with all statutory requirements and to the approval of the building control officer (B.C.O.). The contractor is responsible for the setting out of the works. Any discrepancy found between this drawing and any other architect's detail drawing, schedule and/or specification must be reported to the architect before the work is carried out. Do not scale from this drawing. Refer only to written dimensions. All dimensions must be checked on site. The relevant British Standards for materials and their uses are to be adhered to. Manufacturers installation & fitting instructions must be obtained and adhered to at all times.



1 Proposed Ground Floor
Scale: 1:100

Bay Window



2 Proposed First Floor
Scale: 1:100

REV	DESCRIPTION	DATE
1	No.7 The Strand Isles of Scilly	

JOB TITLE
No.7 The Strand
Isles of Scilly
Extension & Alteration Works
For
Mr & Mrs Humphries

DRAWING TITLE
Planning Status
Revised Floor Plans

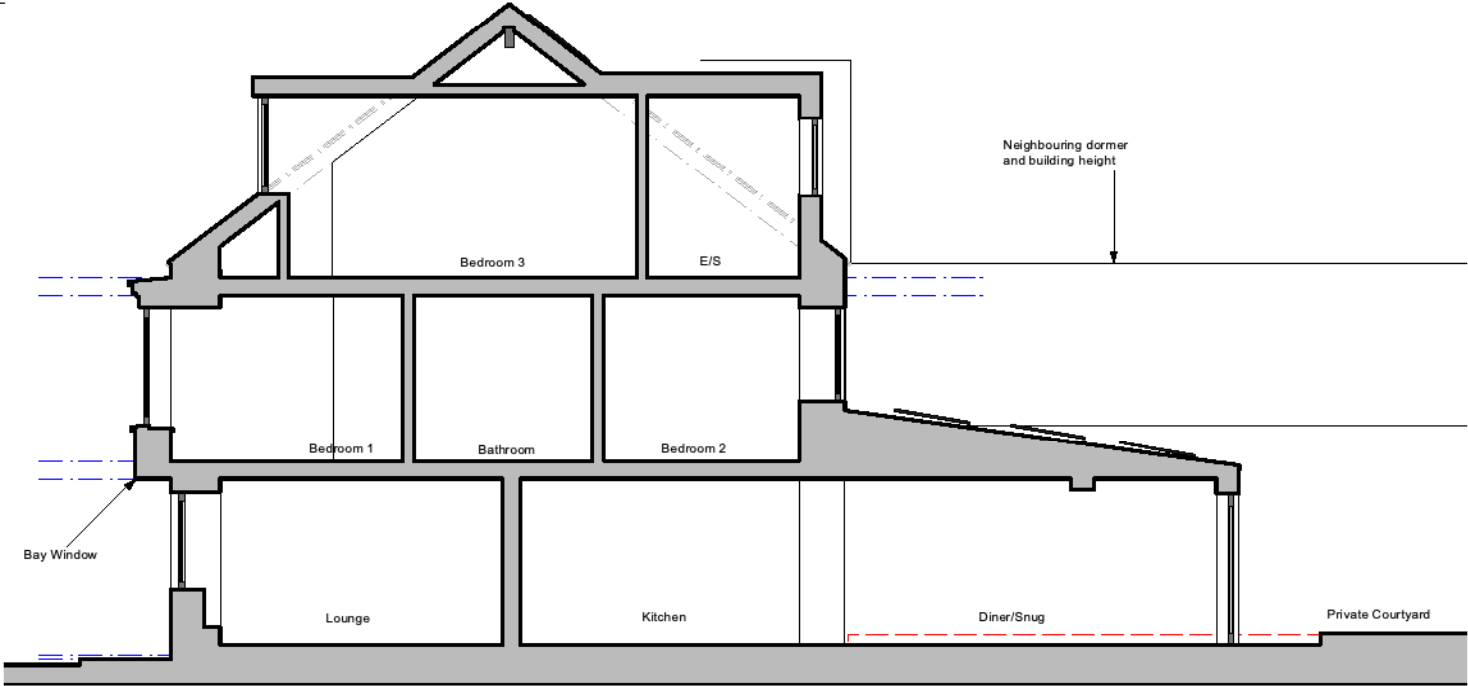
DATE	DRAWING NO	REV
07.04.25	PP 02 REV B	
SCALE	DRAWN	
1:100 @ A3	M.BALL	

RECEIVED
By Liv Rickman at 1:14 pm, Apr 08, 2025

APPROVED
By Lisa Walton at 12:59 pm, May 20, 2025



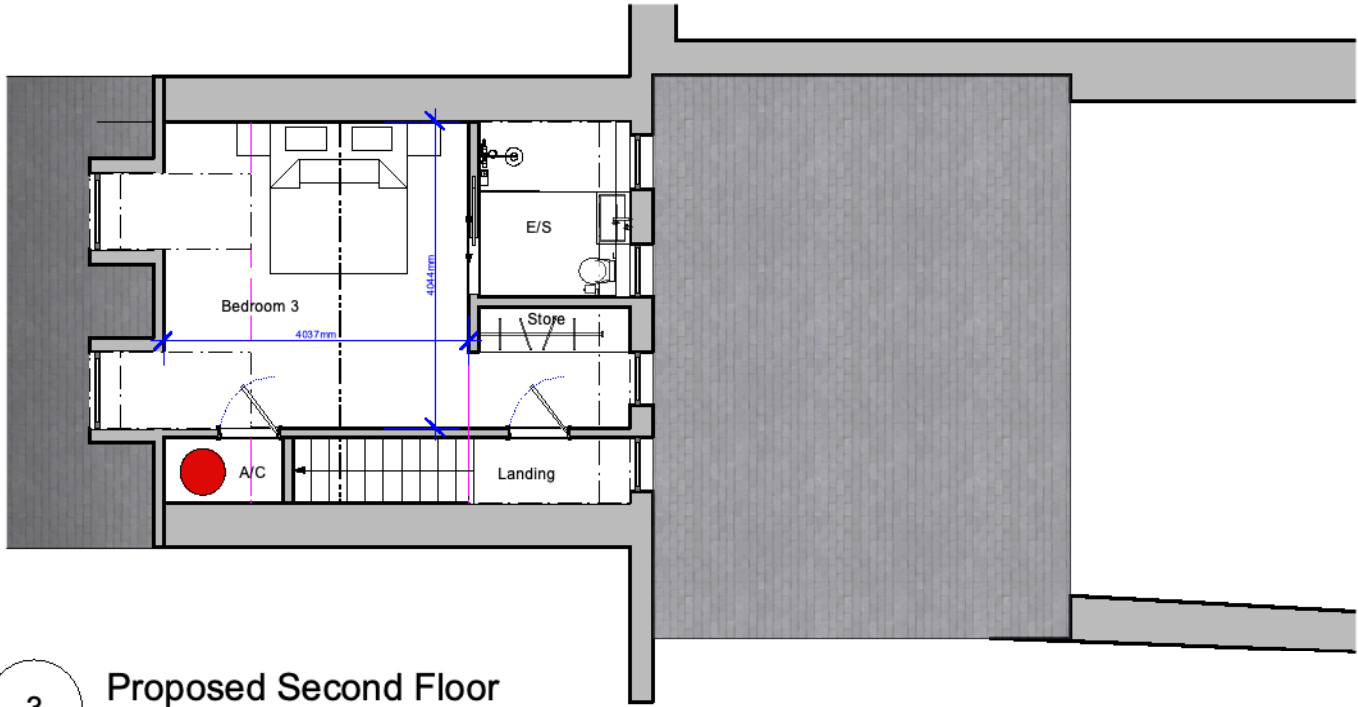
12 Prelim Rear Elevation
Scale: 1:100



10 Proposed Section
Scale: 1:100



11 Prelim Front Elevation
Scale: 1:100



3 Proposed Second Floor
Scale: 1:100

GENERAL NOTES:
This drawing must not be copied in whole or in part without prior written permission of MATT BALL ARCHITECTURE. This drawing must be read in conjunction with other architect's drawings & all schedules/Building Bye-Law check list and with all relevant structural engineering drawings, details and specifications. It is the contractor's responsibility to ensure that all work is carried out in accordance with all statutory requirements and to the approval of the building control officer (B.C.O.). The contractor is responsible for the setting out of the works. Any discrepancy found between this drawing and any other architect's detail drawing, schedule and/or specification must be reported to the architect before the work is carried out. Do not scale from this drawing. Refer only to written dimensions. All dimensions must be checked on site. The relevant British Standards for materials and their uses are to be adhered to. Manufacturers installation & fitting instructions must be obtained and adhered to at all times.

REV	DESCRIPTION	DATE
Rev No	Note	Date

JOB TITLE
**No.7 The Strand
Isles of Scilly**

Extension & Alteration Works
For
Mr & Mrs Humphries

DRAWING TITLE
Planning Status

Elevations & Sections

DATE	DRAWING NO	REV
07.04.2025	PP 03	REV B
SCALE	DRAWN	
1:100 @ A3	M.BALL	

APPROVED

By Lisa Walton at 12:59 pm, May 20, 2025

Design and Access Statement.

Site address: No.7 lower Strand,

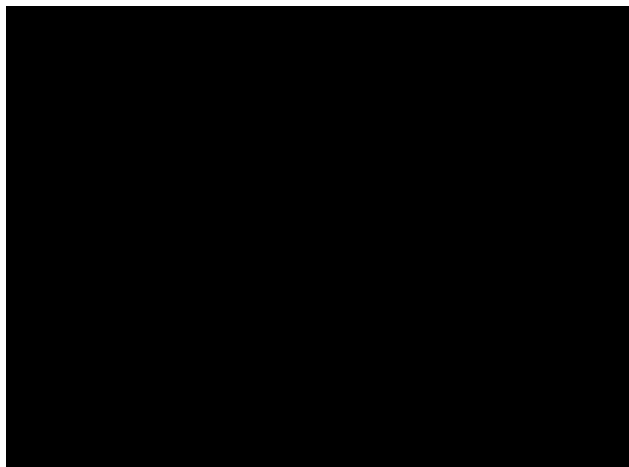
Date: 01/02/2025

Contact Details

Applicant: Mr & Mrs Humphries

Telephone:

Email:



Frontage to 7 Lower Strand and neighbouring properties.

This **Design and Access Statement** accompanies the **Planning Application** and should be read in conjunction with the associated drawings, which provide the primary project details.

This application seeks to amend the previously approved plans and relates to a part-implemented permission.



IMPORTANT – THIS COMMUNICATION AFFECTS YOUR PROPERTY

COUNCIL OF THE ISLES OF SCILLY

Town Hall, The Parade, 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/18/033/FUL

Date Application Registered: 1st May 2018

Applicant: Mr & Mrs Humphries
7 Lower Strand
Hugh Town
St Mary's
Isles Of Scilly
TR21 0PS

Agent: Matthew Ball
5 Zetland Square Business
Centre
Dundas Street
Richmond
North Yorkshire
DL10 7AB

Site Address: 7 Lower Strand Hugh Town St Mary's Isles of Scilly TR21 0PS

Proposal: Extensions and alterations including 2 no. dormer windows to front, 1 no. dormer window to rear, replacement of UPVC windows with timber, demolition of flat roof extension and replacement with pitched roof extension and removal of existing outbuildings and replacement with single outbuilding for use as additional living space in conjunction with main dwelling.

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:

- Site Location Plan, Date Stamped 26 April 2018
- Proposed Site Plan, Drawing No PP01, Dated 05.04.2018
- Proposed Elevations and Sections, Drawing No PP03, Dated 04.04.2018
- Proposed Floor Plans, Drawing No PP02, Dated 05.04.2018

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 1 of the Isles of Scilly Local Plan 2005.

PRE-COMMENCEMENT CONDITION – Submission of a Site Waste Management Plan

C3 Prior to the commencement of the development, hereby approved, a scheme including details of

Description of Development

No. 7 has partially implemented the previous planning approval. This application seeks full planning permission for the enlargement of the first floor and the addition of a bay window at the first-floor level only. The accompanying plans illustrate the proposals in detail.

Use

The site remains in private residential use.

Amount

- **Existing total floor area:** 122 sqm
- **Proposed total floor area:** 160 sqm (a net gain of 38 sqm across three floors, partially implemented)
- **Annexe:** 25 sqm (previously approved and constructed at ground level)

Layout

The proposed layout has been carefully designed to minimise impact on the existing structure while enhancing and conserving its original features. The internal arrangement optimises living space, supporting a multigenerational home.

Scale and Massing

The proposed massing is focused at the first floor, extending approximately 3.3m to the rear. The design integrates with the existing roof slope at the second storey and aligns with the ground floor below to maintain proportionality.

Appearance

- Timber windows will be reinstated - Approved
- The front dormers take design cues from other dormers along The Strand. - Approved
- The rear elevation materials reflect the coastal setting, blending harmoniously with the existing granite.
- The overall design remains subtle and respectful of the surrounding architecture.

Access

Rear access is via a right of way from Church Road through 6'0" wide double gates. The rear garden remains fully enclosed by 6-8 ft granite walls, ensuring continued privacy.

Landscaping

A central courtyard is proposed, designed for low maintenance. Surface water drainage will connect to the existing gully system.

Amenity

The proposals will not result in any loss of amenity for either the applicants or neighbouring properties. Both adjacent gardens contain buildings that inherently prevent overlooking from the second-floor cat-slide dormer. The open space within the site will be enhanced as part of the development.

Site Waste Management Plan (SWMP)

Project: Rear Extension and Loft Conversion

Location: No.7 Lower Strand, Isles of Scilly

Client: Mr & Mrs Humphries

Prepared by: Matt Ball Architecture LLP

Date: 18/05/2025

1. Project Description

This project involves a modest rear extension and a loft conversion to an existing dwelling on the Isles of Scilly. The works are domestic in scale and are expected to generate minimal construction waste.

2. Waste Management Objectives

- Minimise waste generation on site.
- Maximise reuse and recycling of materials.
- Ensure responsible disposal of non-recyclable waste.
- Comply with all relevant local and national waste regulations.

3. Anticipated Waste Types and Management Strategy

Waste Type	Likely Source	Management Strategy
Excavated Soil/Sand	Foundation/groundworks	Reused on site for landscaping or removed to a licensed tip.
Timber	Framing, formwork, offcuts	Reused on site where possible; surplus segregated and recycled.
Brick/Block/Granite	Demolition/removal of walls	Reused on site (e.g. hardcore) or sent to aggregate recycling.

Plasterboard	Interior finishes	Offcuts recycled via specialist contractor.
Packaging	Materials delivery	Segregated and recycled where possible.
Metal	Fixings, offcuts	Collected and recycled.
General Mixed Waste	Non-recyclables	Bagged and taken to a licensed waste disposal site.

4. Site Waste Controls

- A designated waste storage area will be maintained on site.
- Waste will be sorted into appropriate skips or containers.
- Contractors will be instructed to minimise offcuts and packaging waste.
- All waste transfers will be recorded with Waste Transfer Notes.

5. Responsible Waste Carriers

All waste will be removed by registered waste carriers. Proof of registration and disposal certificates will be kept on record for inspection if required.

- Island Carriers, and / or Richard Hand. (mainly in Skips)
- Mulciber Ltd, Pendrethen Quarry, St Marys
- Zero Waste Scilly facilities also to be used where appropriate.
-

6. Monitoring and Review

The site manager will be responsible for monitoring waste management practices weekly and ensuring compliance. Any adjustments required to improve performance will be implemented promptly.