



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/25/076/HH **Date Application Registered:** 01 September 2025

Applicant: Mr Edward Turtle
Porthmellon Hall
Moorwell Lane
Hugh Town
St Mary's
Isles of Scilly
TR21 0JY

Agent: Barry Coupe
Courtney Cottage
Fairfield Road
Shroton
Blandford Forum
DT11 8QA
United Kingdom

Site address: Porthmellon Hall (Flat) Moorwell Lane Hugh Town St Mary's Isles of Scilly
Proposal: To replace the existing ground floor UPVC windows and door with a BiFold aluminium sliding door; to replace the existing timber balustrades with 1.5m high frameless glass panels; and to modify the steps to the ground floor flat (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 South Elevation and Floor Plans (AMENDED)
- Plan 4 Proposed East and North Elevations (AMENDED)
- Plan 5 External Opening Reveal
- Plan 6 Proposed Specification of Bi-fold Doors (including black-out blinds)

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 permanent external lighting shall be installed on the exterior of the building hereby approved unless:**

a) It complies with the following parameters:

- Fully shielded luminaires with zero upward light output (ULR = 0%).

- Warm white light with a correlated colour temperature (CCT) not exceeding 3000K.
- Lumen output per fitting not exceeding 1000 lumens.
- No lighting directed beyond the site boundary.

OR

b) A Lighting Scheme has first been submitted to and approved in writing by the Local Planning Authority.

Any lighting installed shall thereafter be retained and operated in accordance with the approved details or the above parameters.

Reason: To preserve the scenic beauty of the Isles of Scilly as a designated Area of Outstanding Natural Beauty which includes its Dark Night Skies, including the Garrison Dark Sky Discovery Site, in accordance Policy OE4 of the Isles of Scilly Local Plan (2015- 2030).

PRE-COMMENCEMENT CONDITION: Site Waste Management Plan

C4 Prior to the commencement of the development, hereby approved, a scheme including 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 material from excavations, 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 fully understand the impact upon landscape and management of waste, to be submitted and agreed by the Local Planning Authority. This is to ensure those characteristics which contribute to the status of the Isles of Scilly as a Conservation Area, Area of Outstanding Natural Beauty and Heritage Coast are not eroded by uncontrolled mineral extraction or the tipping of waste. In accordance with the requirements of Policies SS2(2) and 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. **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. **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. **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.

5. **BUILDING CONTROL:** 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: 13 January 2026



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 Edward Turtle

IMPORTANT: Please sign and complete this **Commencement Certificate**.

Anyone intending to begin development under a granted planning permission (including permissions varied under Section 73) is required to notify the local authority of the Commencement Date.

What if plans change?

If development does not start on the stated date, a new notice must be submitted with the revised date.

What happens if you don't comply?

The local planning authority (LPA) can serve a notice requiring the information. Failure to respond within 21 days is an offence, punishable by a fine of up to £1,000, unless the person has a reasonable excuse.

Why is this important?

It gives LPAs better oversight of when development begins, helping with enforcement, monitoring, and infrastructure planning.

Relation to other notices:

This is separate from Building Control commencement notices, though similar in purpose.

This is to certify that decision notice: P/25/076/HH and the accompanying conditions have been read and understood by the applicant: Mr Edward Turtle.

1. **I/we intend to commence the development as approved:** To replace the existing ground floor UPVC windows and door with a BiFold aluminium sliding door; to replace the existing timber balustrades with 1.5m high frameless glass panels; and to modify the steps to the ground floor flat (Amended Plans) at: Porthmellon Hall (Flat) Moorwell Lane 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 (where relevant) or as part of 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 including 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 material from excavations, 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
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 you to 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/>

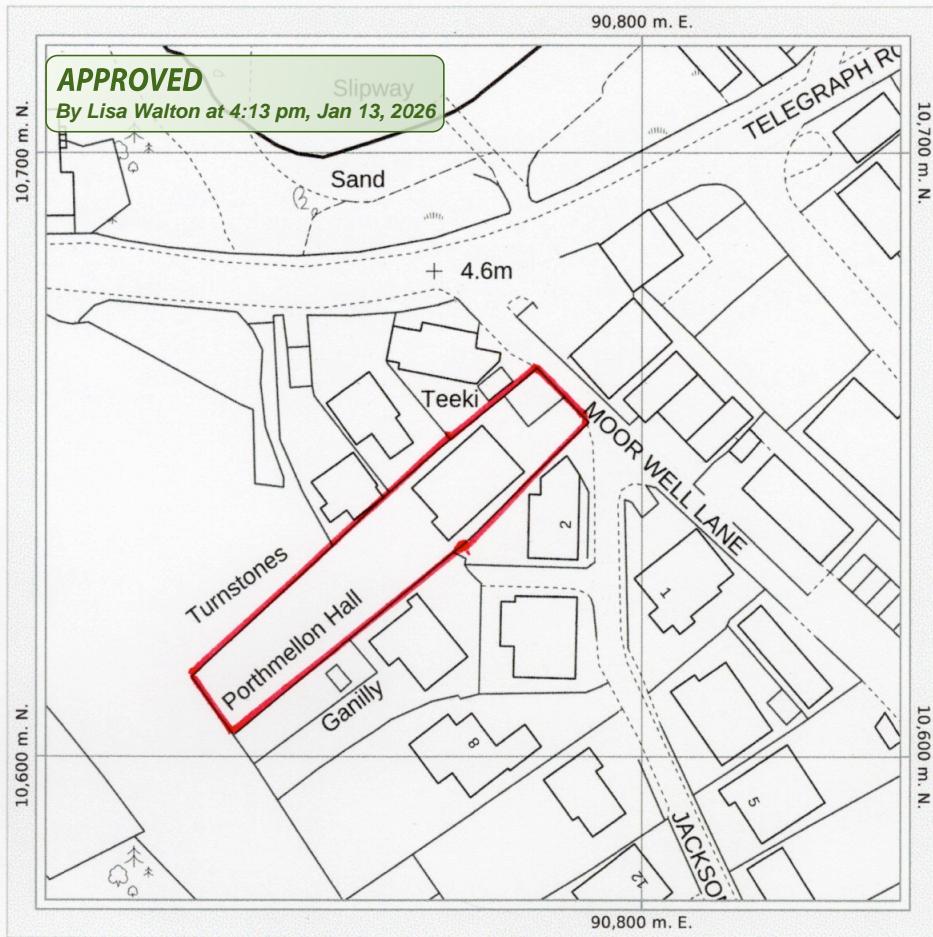
Registering/Altering Addresses

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.



Date of Production: May 27th, 2025

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The representation of a road, track or path is no evidence of a right of way.
The representation of features and lines is no evidence of a property boundary.

Order Licence Reference: SP109102



0 m 10 20 30 40 50 60 70 m

Ground Scale: 1:1250
Bottom Left: 90701 10576 Top Right: 90843 10718
Center: 90772 10647
Area: 141m x 141m

ISLANDS ARCHITECTS

Porthcressa, St Mary's, Isles of Scilly, TR21 0JQ and
Courtney Cottage, Fairfiled Rd, Shroton, DT11 8QA,

PORTHMELLON HALL, PORTH
MELLON, ST. MARY'S, ISLES OF
SCILLY, TR21 0JY

Project:

Porthmellon, St Mary's, Isles of Scilly, TR21 0JY

Drawing:

Site Location Plan

Scale:

1:1250 @ A4

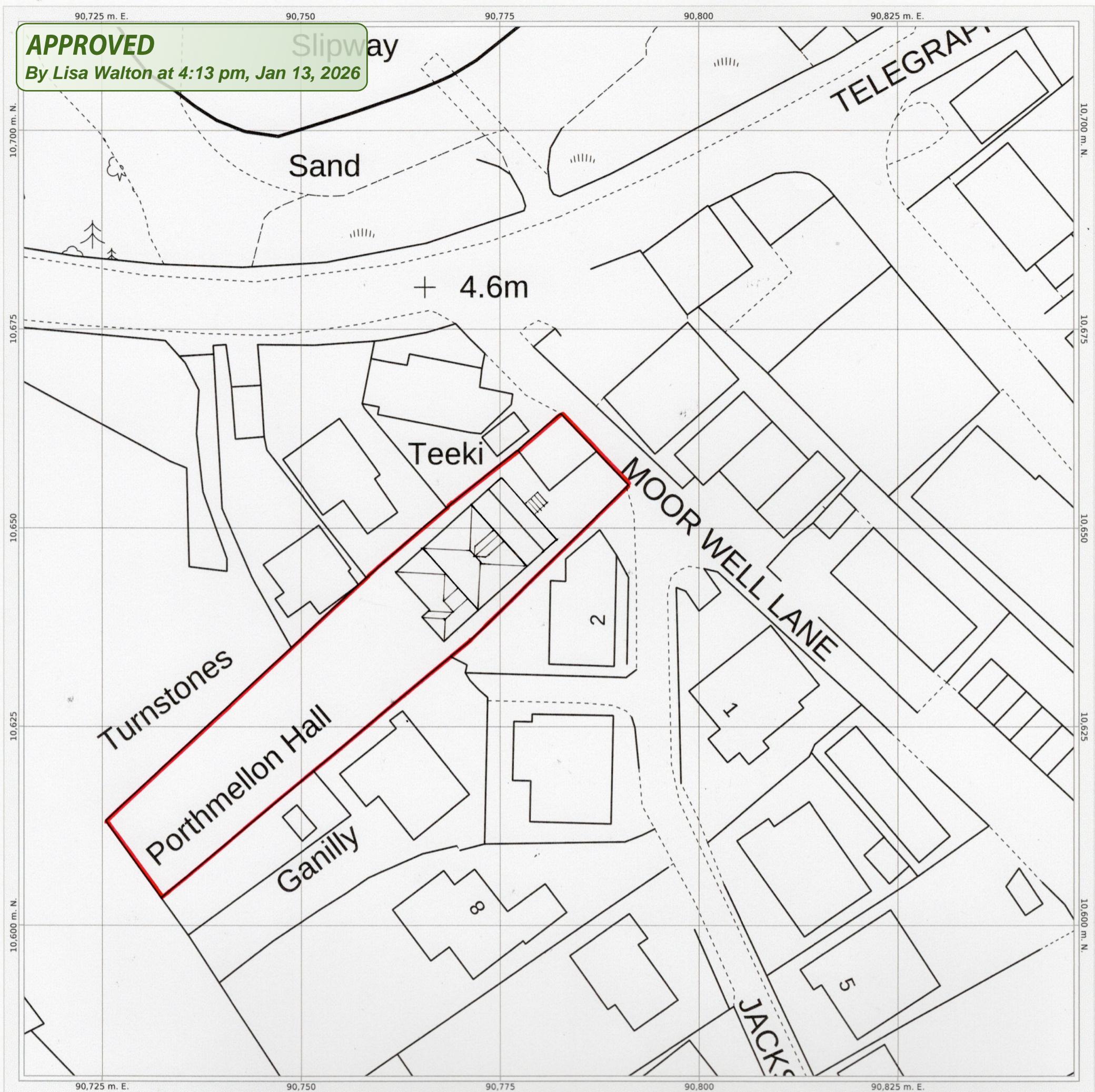
Drawn:

bdc 12.03.19

Dwg No:

2157 / 04





Date of Production: May 27th, 2025

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The representation of a road, track or path is no evidence of a right of way.
The representation of features and lines is no evidence of a property boundary.

Order Licence Reference: SP109100



0 m 5 10 15 20 25 30 m

Ground Scale: 1:500
Bottom Left: 90715 10581 Top Right: 90847 10647
Center: 90781 10647
Area: 132m x 132m

PORTHMELLON HALL, PORTH
MELLON, ST. MARY'S, ISLES OF
SCILLY, TR21 0JY

RECEIVED
By Tom.Anderton at 9:06 am, Aug 29, 2025

Stanfords
EST. 1853

ISLANDS ARCHITECTS

Porthcressa, St Mary's, Isles of Scilly, TR21 0JQ and
Courtney Cottage, Fairfiled Rd, Shroton, DT11 8QA,

Project:

Porthmellon, St Mary's, Isles of Scilly, TR21 0JY

Drawing:

Proposed Block Plan

Scale:

1:100 @ A3

Drawn:

bdc 12.03.19

Dwg No:

2157 / 03



APPROVED

By Lisa Walton at 4:14 pm, Jan 13, 2026

RECEIVED

By Tom.Anderton at 11:04 am, Nov 03, 2025



PROPOSED EAST ELEVATION



PROPOSED NORTH ELEVATION

0 1 2 5m

ISLANDS ARCHITECTS

Porthcressa, St Mary's, Isles of Scilly, TR21 0JQ and
Courtney Cottage, Fairfiled Rd, Shroton, DT11 8QA,

Project:

Porthmellon, St Mary's, Isles of Scilly, TR21 0JY

Drawing:

Proposed East and North Elevation

Scale:

1:100 @ A3

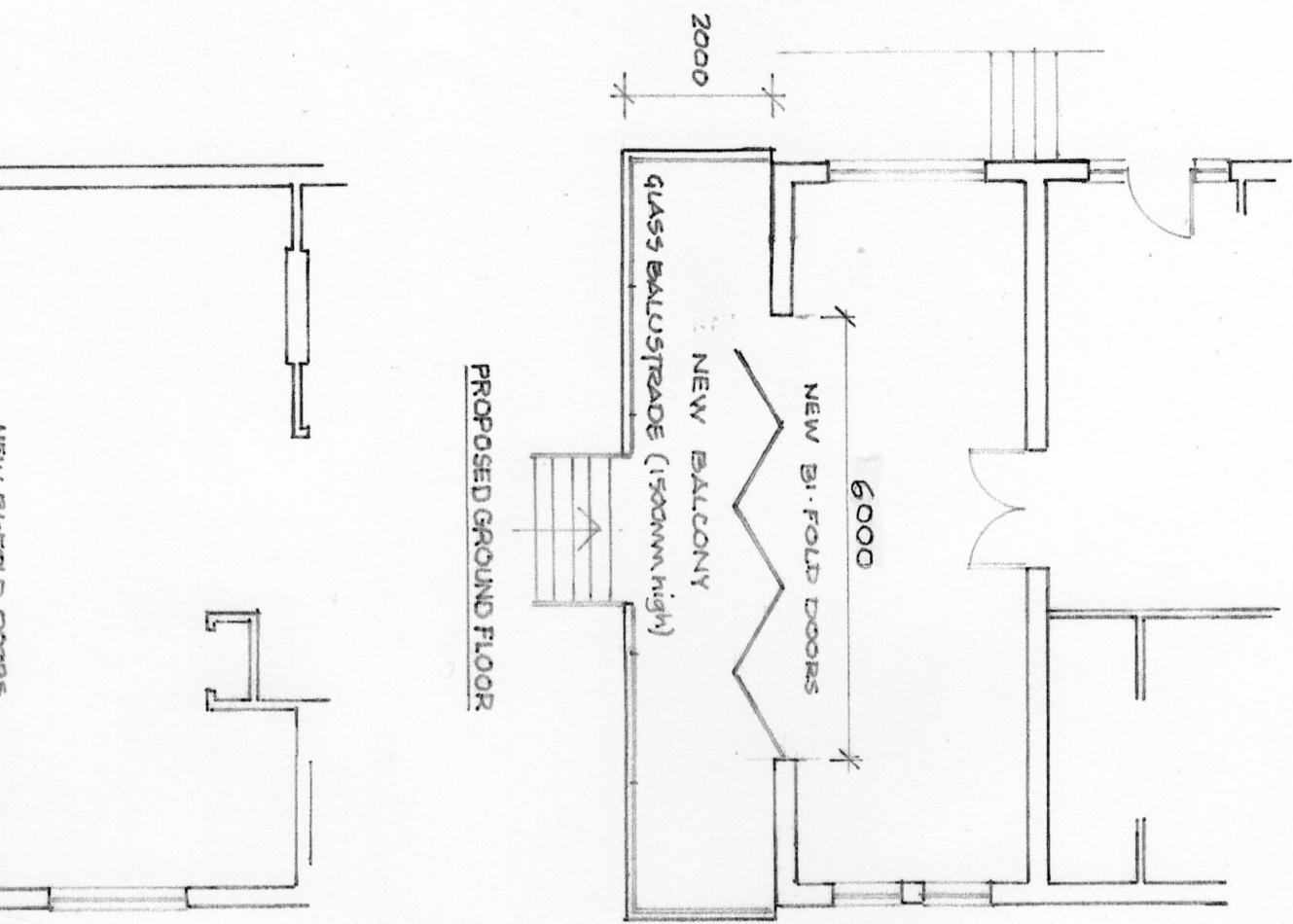
Drawn:

bdc 12.03.19

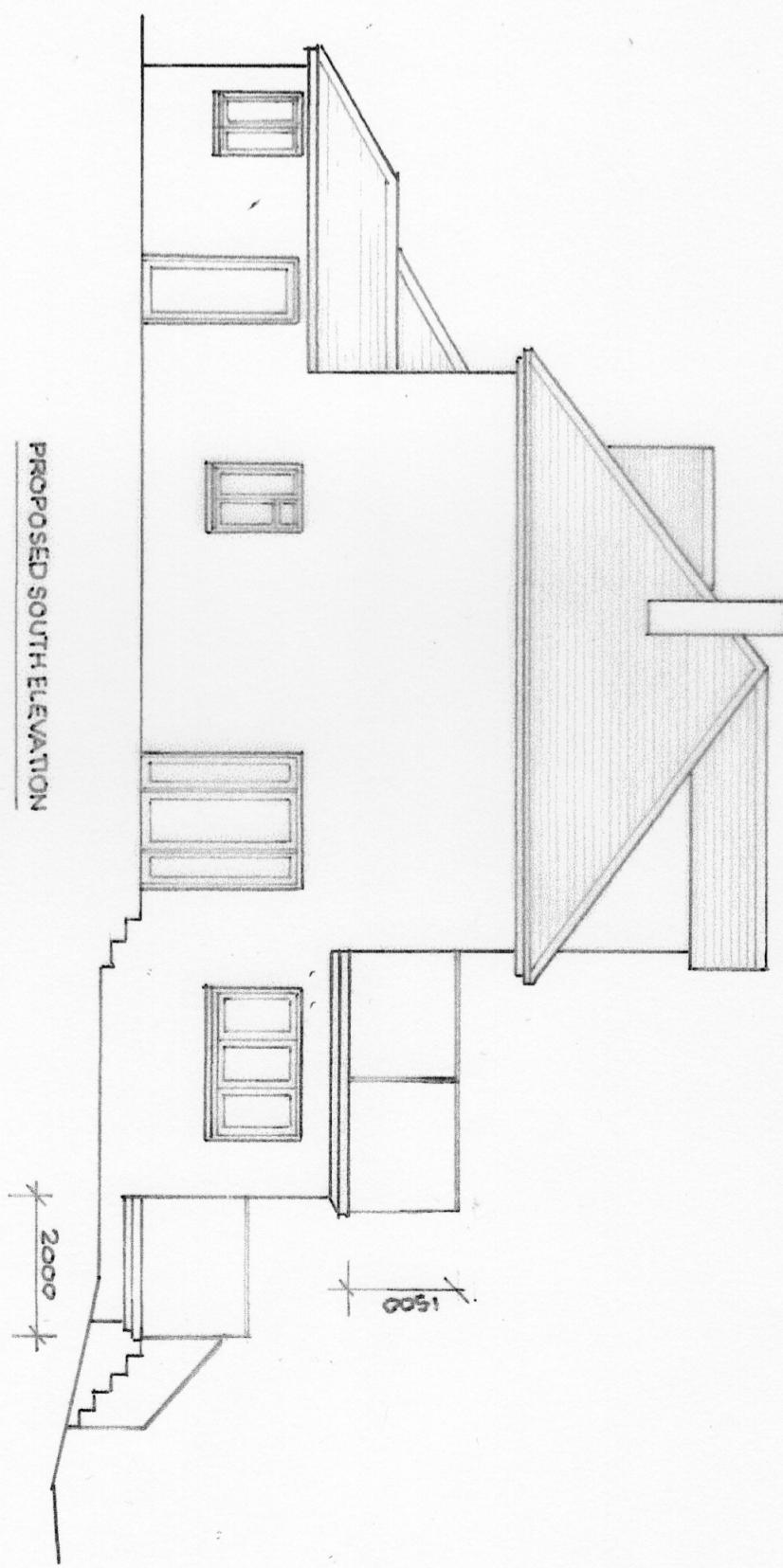
Dwg No:

2157 / 02 B

APPROVED
By Lisa Walton at 4:14 pm, Jan 13, 2026



0 1 2 5m



C Reduction in bi-fold width to cm. 151225

ISLANDS ARCHITECTS

Porthcressa, St Mary's, Isles of Scilly, TR21 0JQ and
Courtney Cottage, Fairfield Rd, Shrotton, DT11 8QA,

Project:

Porthmellon, St Mary's, Isles of Scilly, TR21 0JY

Drawing:

Proposed Floor Plans and South Elevation

Scale:

1:100 @ A3

Drawn:

bdc 12.03.19

Dwg No:

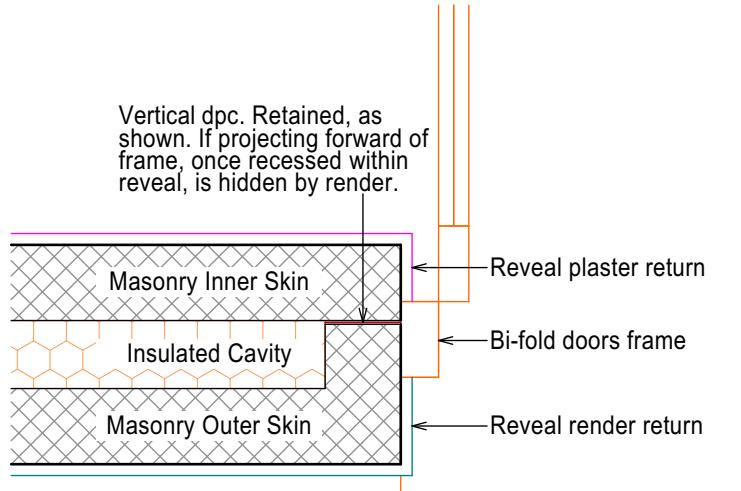
2157 / 01 C

RECEIVED

By Tom.Anderton at 11:05 am, Nov 03, 2025

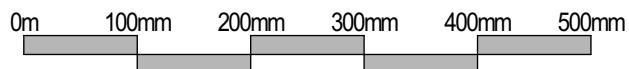
APPROVED

By Lisa Walton at 4:15 pm, Jan 13, 2026



Reveal Floor Plan

1:10



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ISLAND ARCHITECTS and must not be used for reproduction.
Please do not scale this drawing.
Scales are for guidance only and given dimensions must be used.

ISLAND ARCHITECTS

Porthcressa, St.Mary's, Isles of Scilly. TR21 0JQ and
6 Manor Farm Close, Pimperne, Blandford, Dorset. DT11 8XL
01258 480040

Project:

Amendment of Frontage Openings
Porthmelon Hall, St.Mary's.

Client:

Drawing:
External Opening Reveal Plan Detail

Scale: 1:10 Drawn: krw Dwg No: 2157/A4/10

APPROVED

By Lisa Walton at 4:15 pm, Jan 13, 2026

QFORT®
Engineered to last



BiFold Plus

by **QFORT**

Extend the limits
of your interior

qfort.co.uk

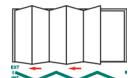


BiFold Plus by qFORT®

The folding system allows for partial or total opening outwards or inwards **up to a width 6 m.**



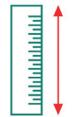
Multiple configurations from 2 to 5 sashes



Construction width up to 6m



Sash width up to 1.20 m



Sash height up to 3 m



Sash weight up to 120 kg

Exceptional advantages



FUNCTIONALITY

- Maximum opening to the exterior
- Total or partial opening
- Easy and silent operation



THERMAL INSULATION PERFORMANCE

- Proven resistance to wind, heat, and humidity



AESTHETIC

- Unfolded, the glazed elements of the folding system offer visual harmony to the facade. Folded open, they offer the perfect communication between indoor and outdoor areas.



PAS24 SECURITY

- The sashes are equipped with a multi-point locking system, featuring a hook lock, and centralised guide rail for improved balance.



Comfort in use

- Configure the sashes to suit your needs.

- Easy to use



Outward opening



Handle on the main sash



Inward opening



Handle on the secondary sash

Characteristics and proven performance

BiFold Plus

- Thermal insulation coefficient $U_w = 0.8 \text{ W/m}^2\text{K}^*$
- AWW Test (Air-Water-Wind) -
 - Air permeability - Class 4
 - Water tightness - Class E750
 - Wind resistance - Class C3
- Frame depth: 80 mm
- Glass package widths: 24-48 mm
- Thickness of the profile's exterior wall: 1.8 mm
- Dimension of the mobile mullion in the pivoting point: 110 mm
- Number of safety points regarding height of the sash:
 - From 2,301 mm to 3,000 mm: 4 locking points
 - From 1,810 mm to 2,300 mm: 3 locking points
 - Up to 1,809 mm: 1 locking point

* The value $U_w = 0.8 \text{ W/m}^2\text{K}$ has been obtained for a construction of $L = 3,600 \text{ mm} \times H = 3,000 \text{ mm}$ with 3 sashes and glazing with $U_g = 0.5 \text{ W/m}^2\text{K}$

EMBEDDED THRESHOLD WITH DRAIN

- IF Achieve a flush finish with your flooring
- IF Drainage system offers optimal performance in the most rigorous conditions



COMFORT GUIDANCE SYSTEM

- IF Easy and silent operation thanks to the guiding rails and steel rollers that improve smoothness of sash movement.



Increased security

Multiple hook type locking points on the main sash

- IF Ensures optimal tightness in order to gain thermal performance
- IF Guarantees an enhanced security level



MULTIPLE OPENING CONFIGURATIONS OF UP TO 5 SASHES

- IF The side opening of the sashes can be done fully to the left or fully to the right, but also bi-laterally.
- IF Tens of configurations allow you to design the opening to suit your daily lifestyle.



When inside and outside environments merge, spaces have no limits. Treat yourself to an innovative solution with unbeatable style and comfort.

We present **BiFold Plus** by QFORT®

Premium Aluminium folding leaves, with optional side door, allows you to optimise your space harmoniously.

The leaves fold with ease to the interior or exterior, maximising the opening space – fold them according to your desire for part opening, or create a full opening and enjoy the elements to the fullest.

BiFold Plus breaks norms with an impressive 0.8 U_w thermal value with triple glazing, providing industry leading performance in Aluminium.





Aluminium profile colour palette

Group 1 - Standard colours



Group 2 - Custom colours



Group 2 - Special colours and decorative finishes



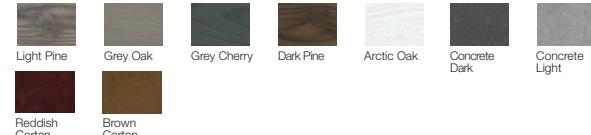
Group 3 - Anodized imitation colours



Group 3 - Timber effect colours



Group 4



You can find the video presentation of the aluminum BiFold Plus folding system and all our products on www.qfort.co.uk

BiFold Plus by **QFORT**®



www.qfort.co.uk