

## DELEGATED HOUSEHOLDER DECISION

- Please select each of the categories that enables this application to be determined under delegated powers  
 - Criteria 1 to 5 or criteria 7 to 9 must be addressed for all categories of application, except for applications for Certificates of Lawfulness, etc.

**APPROVAL RECOMMENDED: GENERAL** Select an Option

|    |   |                          |
|----|---|--------------------------|
| 1. | No valid planning application objection in the form of a petition of 20 or more signatures, has been received | <input type="checkbox"/> |
| 2. | Application complies with all relevant planning policies and is acceptable on planning grounds                | <input type="checkbox"/> |
| 3. | There is no Committee resolution for the enforcement action   | <input type="checkbox"/> |
| 4. | There is no effect on listed buildings or their settings  | <input type="checkbox"/> |
| 5. | The site is not in the Green Belt (but see 11 below)  | <input type="checkbox"/> |

**REFUSAL RECOMMENDED: GENERAL**

|    |   |                          |
|----|---|--------------------------|
| 6. | Application is contrary to relevant planning policies/standards | <input type="checkbox"/> |
| 7. | No petition of 20 or more signatures has been received          | <input type="checkbox"/> |
| 8. | Application has not been supported independently by a person/s  | <input type="checkbox"/> |
| 9. | The site is not in Green Belt (but see 11 below)                | <input type="checkbox"/> |

**RESIDENTIAL DEVELOPMENT**

|     |  |                          |
|-----|--|--------------------------|
| 10. | Single dwelling or less than 10 dwelling units and/or a site of less than 0.5 ha | <input type="checkbox"/> |
| 11. | Householder application in the Green Belt  | <input type="checkbox"/> |

**COMMERCIAL, INDUSTRIAL AND RETAIL DEVELOPMENT**

|     |   |                          |
|-----|---|--------------------------|
| 12. | Change of use of retail units on site less than 1 ha or with less than 1000 sq. m other than a change involving a loss of A1 uses | <input type="checkbox"/> |
| 13. | Refusal of change of use from retail class A1 to any other use  | <input type="checkbox"/> |
| 14. | Change of use of industrial units on site less than 1 ha or with less than 1000sq.m. of floor space other than to a retail use.   | <input type="checkbox"/> |

**CERTIFICATE OF LAWFULNESS**

|     |   |                          |
|-----|---|--------------------------|
| 15. | Certificate of Lawfulness (for proposed use or Development) | <input type="checkbox"/> |
| 16. | Certificate of Lawfulness (for existing use or Development) | <input type="checkbox"/> |
| 17. | Certificate of Appropriate Alternative Development          | <input type="checkbox"/> |

**CERTIFICATE OF LAWFULNESS**

|     |   |                          |
|-----|---|--------------------------|
| 18. | ADVERTISMENT CONSENT (excluding Hoardings)  | <input type="checkbox"/> |
| 19. | PRIOR APPROVAL APPLICATION  | <input type="checkbox"/> |
| 20. | OUT-OF-BOROUGH OBSERVATIONS   | <input type="checkbox"/> |
| 21. | CIRCULAR 18/84 APPLICATION  | <input type="checkbox"/> |
| 22. | CORPSEWOOD COVENANT APPLICATION   | <input type="checkbox"/> |
| 23. | APPROVAL OF DETAILS   | <input type="checkbox"/> |
| 24. | ANCILLARY PLANNING AGREEMENT (S.106 or S.278) where the Heads of Terms have already received Committee approval | <input type="checkbox"/> |
| 25. | WORKS TO TREES  | <input type="checkbox"/> |
| 26. | OTHER (please specify)  | <input type="checkbox"/> |

**The delegation powers schedule has been changed. Interim Director of Planning, Regeneration & Public Realm can determine this application**

Case Officer:

Signature:

Date:

**A delegated decision is appropriate and the recommendation, conditions/reasons for refusal and informative's are satisfactory.**

Team Manager:

Signature:

Date:

**The decision notice for this application can be issued.**

**Director / Member of Senior Management Team:**

Signature:

Date:

NONE OF THE ABOVE DETAILS SHOULD BE USED IN THE PS2 RETURNS ODPM



Erection of outbuilding to rear garden (Application for a Certificate of Lawful Development for a Proposed Development).

**Decision:** 20-10-2023                      Approved

24769/APP/2023/2603                      15 BLACKPOOL GARDENS HAYES

Erection of a single storey rear extension and a double storey side/rear extension and retention of existing roof extension with a rear dormer and 2 front roof lights.

**Decision:** 06-11-2023                      Approved

24769/APP/2022/3902                      15 BLACKPOOL GARDENS HAYES

Erection of a single storey rear extension, double storey side/rear extension and conversion of roof space to habitable use to include a rear dormer and three front roof lights.

**Decision:** 22-02-2023                      Refused

24769/APP/2018/2511                      15 BLACKPOOL GARDENS HAYES

Porch to front (Retrospective)

**Decision:** 30-08-2018                      Approved

24769/APP/2004/1470                      15 BLACKPOOL GARDENS HAYES

ERECTION OF SINGLE STOREY SIDE EXTENSION (INVOLVING THE DEMOLITION OF AN ATTACHED SIDE GARAGE)

**Decision:** 27-07-2004                      Approved

24769/B/96/1500                          15 BLACKPOOL GARDENS HAYES

Erection of a two storey side and single storey rear extension

**Decision:** 19-02-1997                      Refused

### **Comment on Planning History**

The relevant planning history is listed above.

## **2. Advertisement and Site Notice**

**2.1** Advertisement Expiry Date:    Not applicable

**2.2** Site Notice Expiry Date:        Not applicable

## **3. Comments on Public Consultations**

4 neighbouring properties were consulted by letter dated 21.1.26. The consultation period expired on 11.2.26

1 letter of objection has been received raising concerns that the property has already been extended and had a loft conversion.

## **4. Local Plan Designation and London Plan**

The following Local Plan Policies are considered relevant to the application:-

Part 1 Policies:

PT1.BE1 (2012) Built Environment

Part 2 Policies:

DMHB 11 Design of New Development

DMHB 18 Private Outdoor Amenity Space

DMHD 1 Alterations and Extensions to Residential Dwellings

DMT 2 Highways Impacts

DMT 6 Vehicle Parking

LPP D4 (2021) Delivering good design

LPP D3 (2021) Optimising site capacity through the design-led approach

LPP D6 (2021) Housing quality and standards

## 5. MAIN PLANNING ISSUES

The main considerations are the proposal's design and impact on the character of the existing property, the impact on the streetscene and locality, the impact upon the amenities of neighbouring properties, the reduction in the size of the rear garden, highways impact, and car parking provision.

Character and Appearance:

Paragraph 135 of the NPPF (2024) states:

Planning policies and decisions should ensure that developments:

a) will function well and add to the overall quality of the area, not just for the short term but over the lifetime of the development;

b) are visually attractive as a result of good architecture, layout and appropriate and effective landscaping;

c) are sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change (such as increased densities);

d) establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit;

e) optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development (including green and other public space) and support local facilities and transport networks; and

f) create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users<sup>51</sup>; and where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion and resilience.

Policies D3 and D4 of the London Plan (2021) require development proposals to be high quality and enhance the local context, delivering buildings and spaces that positively respond to local distinctiveness.

Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (2012) seeks a quality of design in all new development that enhances and contributes to the area in terms of form, scale

and materials; is appropriate to the identity and context of the townscape; and would improve the quality of the public realm and respect local character.

Policy DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) advises that all development will be required to be designed to the highest standards and incorporate principles of good design. It should take into account aspects including the scale of the development considering the height, mass and bulk of adjacent structures; building plot sizes and established street patterns; building lines and streetscape rhythm and landscaping.

Policy DMHD 1 requires that alterations and extension of dwellings would not have an adverse cumulative impact on the character and appearance of the streetscene, and should appear subordinate to the main dwelling.

With regard to rear extensions, Policy DMHD 1 requires:

- i) single storey rear extensions on terraced or semi-detached houses with a plot width of 5 metres or less should not exceed 3.3 metres in depth or 3.6 metres where the plot width is 5 metres or more;
- ii) single storey rear extensions to detached houses with a plot width of 5 metres or more should not exceed 4.0 metres in depth;
- iii) flat roofed single storey extensions should not exceed 3.0 metres in height and any pitched or sloping roofs should not exceed 3.4 metres in height, measured from ground level;
- iv) in Conservation Areas and Areas of Special Local Character, flat roofed single storey extensions will be expected to be finished with a parapet;
- v) balconies or access to flat roofs which result in loss of privacy to nearby dwellings or gardens will not be permitted;
- vi) two storey extensions should not extend into an area provided by a 45-degree line of sight drawn from the centre of the nearest ground or first floor habitable room window of an adjacent property and should not contain windows or other openings that overlook other houses at a distance of less than 21 metres;
- vii) flat roofed two storey extensions will not be acceptable unless the design is in keeping with the particular character of the existing house;
- viii) pitched roofs on extensions should be of a similar pitch and materials to that of the original roof and subordinate to it in design. Large crown roofs on detached houses will not be supported; and
- ix) full width two storey rear extensions are not considered acceptable in designated areas or as extensions to Listed Buildings or Locally Listed Buildings.

With regard to side extensions Policy DMHD1 requires:

- i) side extensions should not exceed half the width of the original property;
- ii) extensions to corner plots should ensure that the openness of the area is maintained and the return building line is not exceeded;
- iii) garages should reflect the size guidelines set out in Appendix C Parking standards;
- iv) two storey side extensions should be set in a minimum of 1 metre from the side boundary or in the case of properties in the Copse Wood and Gatehill Estates, at least 1.5 metres, but more if on a wider than average plot, in order to maintain adequate visual separation and views between houses;
- v) two storey side extensions to detached and semi-detached properties should be set back a minimum of 1 metre behind the main front elevation;
- vi) where hip to gable roof extensions exist, a two storey side extension will not be supported; and
- vii) in Conservation Areas, single storey side extensions may be required to be set back.

Officers have previously found the rear extensions to be acceptable and note that these are the subject of an extant consent. The current application includes the same rear extensions with the addition of a first floor side extension, set back 3.1m from the front wall of the original dwelling and

projecting 1.95m to the rear. The first floor extension would provide a bathroom and an en-suite bathroom. Officers acknowledge that the cumulative impact of the extensions to this property will undoubtedly change its character and appearance. However, a number of the properties in Blackpool Gardens benefit from side and rear extensions. The addition of the side extension, which would be set back 3.1m from the front wall of the property is not considered to result in visual harm and relates appropriately to the appearance of the street scene. The side extension would appear subordinate to the host dwelling and would retain a gap to the side boundary. As such, officers consider that on balance, the proposal complies with the overarching aims of Policies D3 and D4 of the London Plan (2021), Policy BE1 of the Hillingdon Local Plan: Part One - Strategic Policies (2012), and Policies DMHD1 and DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020).

#### Neighbouring Amenity:

Policy D3 of The London Plan (2021) states that developments should deliver appropriate outlook, privacy, and amenity. Policy D6 states the site layout, orientation, and design of dwellings should provide privacy and adequate daylight for residents.

Policy DMHD 1 of Hillingdon Council's Local Plan: Part Two - Development Management Policies (2020) states that planning applications relating to dwelling alterations and extensions will be required to ensure that a satisfactory relationship with adjacent dwellings is achieved and there is no unacceptable loss of outlook to neighbouring occupiers. Policy DMHB 11 seeks to ensure that development proposals do not adversely impact the amenity, daylight, and sunlight of adjacent properties and open space.

In relation to No. 13 Blackpool Gardens, the proposed rear extension would extend 3m beyond this property. At this depth, it is considered that the single storey element would not result in undue loss of light, overshadowing or overbearing effects. The proposed first floor element would be set off the shared boundary by 2.3m and the proposed plans illustrate that the 45 degree angle would not be exceeded when measured to the centreline of the nearest habitable room which is a bedroom. As such, whilst there would be some impact, it would not result in a significant loss of outlook, overbearing or loss of light for the nearest habitable room. The proposed side extension which is included in this application would not impact the occupants of this property.

Number 17 Blackpool Gardens is sited to the west of the application property and is set back. Number 17 has been extended by way of a two storey side extension which has windows serving habitable rooms at both levels. Given that the first floor side extension is proposed to be set back 3.1m from the front wall of the original dwelling, the bulk and massing of this extension would not breach the 45 degree line from the centre point of the windows in the front elevation of the side extension at Number 17 Blackpool Gardens. Officers are satisfied that the proposal would not result in an unacceptable loss of light or outlook to the occupants of this property.

All the proposed habitable rooms, and those altered by the extension, would maintain an adequate outlook and source of natural light.

The proposal would accord with the objectives of Policies D3 and D6 of The London Plan (2021) and Policies DMHD 1 and DMHB 11 of the Hillingdon Local Plan: Part Two - Development Management Policies (2020) in this respect.

#### Outdoor Amenity Space:

Policy D6 of The London Plan (2021) requires a minimum of five sq. m. of private outdoor space for

one- to two-person dwellings and an extra one sq. m. for each additional occupant.

Policy DMHD 1 of Hillingdon Council's Local Plan: Part Two - Development Management Policies (2020) states that planning applications relating to alterations and extensions of dwellings will be required to ensure that, vi) adequate garden space is retained, while Policy DMHB 18 states that developers should provide amenity space in accordance with Table 5.3 of the local plan. Table 5.3 requires developments to provide between 40 and 100 sq. m. of private outdoor amenity space, dependent on the number of bedrooms within the property. It should be well-located, well-designed, and usable for the private enjoyment of the occupier.

Following the redevelopment, the rear garden would retain 236 sq. m. of private amenity space.

The proposed development would comply with Policy D6 of The London Plan (2021) and Policies DMHD 1, DMHB 18, and Table 5.3 of Hillingdon Council's Local Plan: Part 2 - Development Management Policies (2020).

Highways and Parking:

The highway and parking provision would remain unaffected by the proposal.

Conclusion:

This application is recommended, on balance, for approval.

## 6. RECOMMENDATION

**APPROVAL subject to the following:**

### 1. HO1 Time Limit

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON

To comply with Section 91 of the Town and Country Planning Act 1990.

### 2. HO2 Accordance with approved

The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, numbers 1999/PL/01; 1999/PL/02; 1999/PL/03; 1999/PL/04; 1999/PL/05 and 1999/PL/06.

REASON

To ensure the development complies with the provisions of the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020), and the London Plan (2021).

### 3. HO4 Materials

The materials to be used in the construction of the external surfaces of the development hereby permitted shall match those used in the existing building and shall thereafter be retained as such.

## REASON

To safeguard the visual amenities of the area and to ensure that the proposed development does not have an adverse effect upon the appearance of the existing building in accordance with Policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020)

### 4. HO5 No additional windows or doors

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (as amended) (or any order revoking and re-enacting that Order with or without modification), no additional windows, doors or other openings shall be constructed in the walls or roof slopes of the development hereby approved facing Number 13 or 17 Blackpool Gardens.

## REASON

To prevent overlooking to adjoining properties in accordance with policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

### 5. HO7 No roof gardens

Access to the flat roof over the extension hereby approved shall be for maintenance or emergency purposes only and the flat roof shall not be used as a roof garden, terrace, balcony, patio or similar amenity area.

## REASON

To prevent overlooking to adjoining properties in accordance with policy DMHB 11 of the Hillingdon Local Plan Part 2 (2020).

## INFORMATIVES

1. Nuisance from demolition and construction works is subject to control under The Control of Pollution Act 1974, the Clean Air Acts and other related legislation. In particular, you should ensure that the following are complied with:-

A. Demolition and construction works which are audible at the site boundary shall only be carried out between the hours of 08.00 and 18.00 hours Monday to Friday and between the hours of 08.00 hours and 13.00 hours on Saturday. No works shall be carried out on Sundays, Bank or Public Holidays.

B. All noise generated during such works shall be controlled in compliance with British Standard Code of Practice BS 5228:2009.

C. Dust emissions shall be controlled in compliance with the Mayor of London's Best Practice Guidance 'The Control of dust and emissions from construction and demolition.

D. No bonfires that create dark smoke or nuisance to local residents.

You are advised to consult the Council's Environmental Protection Unit ([www.hillingdon.gov.uk/noise](http://www.hillingdon.gov.uk/noise) Tel. 01895 250155) or to seek prior approval under Section 61 of the Control of Pollution Act if you anticipate any difficulty in carrying out construction other than within the normal working hours set out in (A) above, and by means that would minimise disturbance to adjoining premises.

2. The Party Wall Act 1996 requires a building owner to notify, and obtain formal agreement from, any adjoining owner, where the building owner purposes to:
  - carry out work to an existing party wall;
  - build on the boundary with a neighbouring property;
  - in some circumstances, carry out groundworks within 6 metres of an adjoining building.
 Notification and agreements under this Act are the responsibility of the building owner and are quite separate from Building Regulations, or Planning Controls. The Building Control Service will assume that an applicant has obtained any necessary agreements with the adjoining owner, and nothing said or implied by the Council should be taken as removing the necessity for the building owner to comply fully with the Party Wall Act. Further information and advice is to be found in 'The Party Walls etc. Act - 1996 - Explanatory Booklet' published by the Department for Communities and Local Government.
  
3. The Council will recover from the applicant the cost of highway and footway repairs, including damage to grass verges.

Care should be taken during the building works hereby approved to ensure no damage occurs to the verge or footpaths during construction. Vehicles delivering materials to this development shall not override or cause damage to the public footway. Any damage will require to be made good to the satisfaction of the Council and at the applicant's expense.

For further information and advice contact - Highways Maintenance Operations, Central Depot - Block K, Harlington Road Depot, 128 Harlington Road, Hillingdon, Middlesex, UB3 3EU (Tel: 01895 277524).

For Private Roads: Care should be taken during the building works hereby approved to ensure no damage occurs to the verge of footpaths on private roads during construction. Vehicles delivering materials to this development shall not override or cause damage to a private road and where possible alternative routes should be taken to avoid private roads. The applicant may be required to make good any damage caused.

## Standard Informatives

1. The decision to GRANT planning permission has been taken having regard to all relevant planning legislation, regulations, guidance, circulars and Council policies, including The Human Rights Act (1998) (HRA 1998) which makes it Article 6 (right to a fair hearing); Article 8 (right to respect for private and family life); Article 1 of the First Protocol (protection of property) and Article 14 (prohibition of discrimination).
  
2. The decision to GRANT planning permission has been taken having regard to the policies and proposals in the Hillingdon Local Plan Part 1 (2012) and Part 2 (2020) set out below, including Supplementary Planning Guidance, and to all relevant material considerations, including The London Plan - The Spatial Development Strategy for London consolidated with alterations since 2011 (2016) and national guidance.

### Part 1 Polices

PT1.BE1 (2012) Built Environment

### Part 2 Polices:

|         |   |
|---------|---|
| DMHB 11 | Design of New Development                                       |
| DMHB 18 | Private Outdoor Amenity Space                                   |
| DMHD 1  | Alterations and Extensions to Residential Dwellings             |
| DMT 2   | Highways Impacts  |
| DMT 6   | Vehicle Parking   |
| LPP D4  | (2021) Delivering good design                                   |
| LPP D3  | (2021) Optimising site capacity through the design-led approach |
| LPP D6  | (2021) Housing quality and standards                            |

3. You are advised this permission is based on the dimensions provided on the approved drawings as numbered above. The development hereby approved must be constructed precisely in accordance with the approved drawings. Any deviation from these drawings requires the written consent of the Local Planning Authority.
  
4. You are advised that if any part of the development hereby permitted encroaches by either its roof, walls, eaves, gutters, or foundations, then a new planning application will have to be submitted. The validity of this planning permission may be challengeable by third parties if the development results in any form of encroachment onto land outside the applicant's control that is considered to cause harm to local amenity.
  
5. Your attention is drawn to the need to comply with the relevant provisions of the Building Regulations, the Building Acts and other related legislation. These cover such works as - the demolition of existing buildings, the erection of a new building or structure, the extension or alteration to a building, change of use of buildings, installation of services, underpinning works, and fire safety/means of escape works. Notice of intention to demolish existing buildings must be given to the Council's Building Control Service at least 6 weeks before work starts. A completed application form together with detailed plans must be submitted for approval before any building work is commenced. For further information and advice, contact - Building Control, 3N/01 Civic Centre, Uxbridge (Telephone 01895 558170).
  
6. You have been granted planning permission to build a residential extension. When undertaking demolition and/or building work, please be considerate to your neighbours and do not undertake work in the early morning or late at night or at any time on Sundays or Bank Holidays. Furthermore, please ensure that all vehicles associated with the construction of the development hereby approved are properly washed and cleaned to prevent the passage of mud and dirt onto the adjoining highway. You are advised that the Council does have formal powers to control noise and nuisance under The Control of Pollution Act 1974, the Clean Air Acts and other relevant legislation. For further information and advice, please contact - Environmental Protection Unit, 4W/04, Civic Centre, High Street, Uxbridge, UB8 1UW (Tel. 01895 250190).
  
7. The Party Wall Act 1996 requires a building owner to notify, and obtain formal agreement from, any adjoining owner, where the building owner purposes to:
  - carry out work to an existing party wall;
  - build on the boundary with a neighbouring property;
  - in some circumstances, carry out groundworks within 6 metres of an adjoining building.
 Notification and agreements under this Act are the responsibility of the building owner and are quite separate from Building Regulations, or Planning Controls. The Building Control Service

will assume that an applicant has obtained any necessary agreements with the adjoining owner, and nothing said or implied by the Council should be taken as removing the necessity for the building owner to comply fully with the Party Wall Act. Further information and advice is to be found in 'The Party Walls etc. Act - 1996 - Explanatory Booklet' published by the Department for Communities and Local Government.

8. Your attention is drawn to the fact that the planning permission does not override property rights and any ancient rights of light that may exist. This permission does not empower you to enter onto land not in your ownership without the specific consent of the owner. If you require further information or advice, you should consult a solicitor.

9. Nuisance from demolition and construction works is subject to control under The Control of Pollution Act 1974, the Clean Air Acts and other related legislation. In particular, you should ensure that the following are complied with: -

A) Demolition and construction works should only be carried out between the hours of 08.00 hours and 18.00 hours Monday to Friday and between the hours of 08.00 hours and 13.00 hours on Saturday. No works shall be carried out on Sundays Bank and Public Holidays.

B) All noise generated during such works should be controlled in compliance with British Standard Code of Practice BS 5228: 1984.

C) The elimination of the release of dust or odours that could create a public health nuisance.

D) No bonfires that create dark smoke or nuisance to local residents.

You are advised to consult the Council's Environmental Protection Unit, 3S/02, Civic Centre, High Street, Uxbridge, UB8 1UW (Tel.01895 277401) or to seek prior approval under Section 61 of the Control of Pollution Act if you anticipate any difficulty in carrying out construction other than within the normal working hours set out in (A) above, and by means that would minimise disturbance to adjoining premises.

10. You are advised that care should be taken during the building works hereby approved to avoid spillage of mud, soil or related building materials onto the pavement or public highway. You are further advised that failure to take appropriate steps to avoid spillage or adequately clear it away could result in action being taken under the Highways Act.

11. To promote the development of sustainable building design and construction methods, you are encouraged to investigate the use of renewable energy resources which do not produce any extra carbon dioxide (CO<sub>2</sub>) emissions, including solar, geothermal and fuel cell systems, and use of high quality insulation.

12. You are advised that care should be taken during the building works hereby approved to ensure no damage occurs to the verge or footpaths during construction. Vehicles delivering materials to this development shall not override or cause damage to the public footway. Any damage will require to be made good to the satisfaction of the Council and at the applicant's expense. For further information and advice contact - Highways Maintenance Operations, Central Depot - Block K, Harlington Road Depot, 128 Harlington Road, Hillingdon, Middlesex, UB3 3EU (Tel: 01895 277524).

**Contact Officer:**

Nicola Taplin

**Telephone No:**

01895 250230