

Case Officer 7 Day Check Form

1. App Ref: 64689/APP/2026/726

Instructions: For the following questions answer Y (yes), N (no), or N/A. If you answer N for any question(s) you will need to action as necessary and recomplete the form once the issues have been rectified. When all questions can be answered Y (or N/A), please initial and date the form and save in DIP as sensitive.

2. Are the application type and categories correct in Ocella?

Yes

3. Is the application description accurate?

Yes

4. Does the application contain all required plans / information?

Yes

5. Have the correct neighbours been consulted?

Yes

6. Check constraints in GIS. Have all necessary consultees been notified?

Yes

7. Has a site notice been recorded in the publicity screen if required?

Not required

8. Has a press notice been recorded in the publicity screen if required?

Not required

Case Officer Initials: KMI

Date: 14-05-26