

**TOWN & COUNTRY PLANNING ACT 1990**

**Town and Country Planning General Regulations 1992 Regulation 3 Development by the District Council**

Mr Tom Cowards  
AOC Architecture Ltd  
38-50 Pritchard's Road  
London  
E2 9AP

Huntingdonshire District Council in pursuance of powers under the above Act, hereby **GRANT PERMISSION** for:

Proposal: Refurbishment and extension of existing community building and town council offices to include demolition of existing single storey extension and replacement two-storey extension with screened plant at roof level, first floor extensions to east and west elevations, glazed dormer window to east elevation, creation of external ramps and steps, canopies over entrances, glazed ground floor link extension on west elevation, installation of solar panels, replacement chimney, new balcony to west elevation, alterations to balustrade on riverside and replacement fenestration and doors.

Site address: Priory Centre Priory Lane St Neots PE19 2BH

Applicant: Sam Caldbeck Huntingdonshire District Council

in accordance with your application received on 19th March 2024 and plans (listed below) which form part of the application

Plan Type	Reference	Version	Date Received
Elevations	Proposed East Elevation - 295_GA_141	P2	19.08.2024



Clara Kerr  
Chief Planning Officer

Page 1 of 14

Date 25th September 2024

Elevations	Proposed South Elevation - 295_GA_142	P2	19.08.2024
Elevations	Proposed West Elevation - 295_GA_143	P2	19.08.2024
Elevations	Proposed North Elevation - 295_GA_140	P2	19.08.2024
Section	295_GA_160	P2	19.08.2024
Section	295_GA_161	P2	19.08.2024
Site Plan	295_GA_111	P2	19.08.2024
Floor Plan/s	295_GA_119	P2	19.08.2024
Floor Plan/s	295_GA_120	P2	19.08.2024
Roof Plan	295_GA_122	P2	19.08.2024
Location Plan	295_GA_010	P2	19.08.2024

Subject to the following condition/s.

1. Condition.

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, as amended.

2. Condition.

The development hereby permitted shall be carried out in accordance with the approved plans listed in the table above.

Reason: For the avoidance of doubt and to facilitate any future application to the Local Planning Authority under Section 73 of the Town and Country Planning Act 1990.

3. Condition.

Notwithstanding the details shown on the plans hereby approved, no development above slab level shall take place until details of all the materials for the external surfaces to be used in the construction of the development have been submitted to and approved in writing by the Local Planning Authority. The details shall include:



Clara Kerr  
Chief Planning Officer

Page 2 of 14

Date 25th September 2024



Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

01480 388424

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

- (a) A plan identifying the location of where the different materials are to be used within the development;
- (b) Brick panel(s) of 1m<sup>2</sup> erected on site illustrating the choice of bricks, the Stretcher bonding and Flemish bonding, patterns including the 'hit and miss brickwork' labelled A3 on the submitted elevations and the 'recessed / projecting / omitted header and alternate brick choice headers' labelled A10 on the submitted elevations and the mortar colour;
- (c) The type, colour and texture of all materials to be used for the roof of the building;
- (d) The profile, colour, material and method of attachment of rainwater goods including downpipes, gutters and hoppers;
- (e) Materials (including colour) for the construction of the dormer window;
- (f) Non-masonry walling systems, cladding panels or other external screens; including colours, surface finishes/textures and relationships to glazing and roofing (this detail may consist of large-scale drawings and/or samples);
- (g) Materials (including colour) for the construction of doors, windows (including method of opening), soffits and fascias;
- (h) The appearance and materials for balconies and balustrades;
- (i) Materials for the construction of canopies;

Details of the product name and manufacturer should be provided where appropriate.

The development shall be carried out in accordance with the approved details.

Reason: To ensure the external appearance of the development does not detract from the character and appearance of the area and the setting of heritage assets in accordance with Policies LP11, LP12 and LP34 of the Huntingdonshire Local Plan to 2036.

#### 4. Condition.

Notwithstanding the details shown on the plans hereby approved, no development above slab level shall take place until architectural details for the external surfaces of the buildings have been submitted to and approved in writing by the Local Planning Authority. The details shall include:

- (a) Window and door reveals, cills and headers, including tax windows / doors;



Clara Kerr  
Chief Planning Officer

Page 3 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

- (b) A plan(s) showing the location, design and colour of external flues, vents and meter boxes;
- (c) Eaves and verge details and the treatment of parapet copings;
- (d) Details of the 'hit and miss brick detailing' labelled A3 on the submitted elevations with a section drawing showing the ventilation panels behind;
- (e) Details of the 'recessed / projecting / omitted header and alternate brick choice headers' labelled A10 on the submitted elevations;
- (f) The colour, treatment and finish of the proposed acoustic louvered plant screen;

Details of the product name and manufacturer should be provided where appropriate.

The development shall be carried out in accordance with the approved details.

Reason: To ensure the external appearance of the development does not detract from the character and appearance of the area and the setting of heritage assets in accordance with Policies LP11, LP12 and LP34 of the Huntingdonshire Local Plan to 2036.

5. Condition.

Prior to the installation of the solar panels hereby permitted, full details and specifications of the solar panels shall be submitted to and approved in writing by the Local Planning Authority, the details shall include but not be limited the following:

- i) Manufacturers specifications and panel specifications;
- ii) Section plan to a scale of 1:1 or 1:2 showing the projection of the panels from the plain of roof;
- iii) Roof plan showing the proposed location and number of solar panels to be installed.

The development shall be carried out in accordance with the approved details and retained as such thereafter.

Reason: In the interests of visual amenity in accordance with Policies LP11, LP12 and LP34 of the Huntingdonshire Local Plan to 2036.

6. Condition.

Notwithstanding the details shown on the plans hereby approved, no development above slab level shall take place until details of the 'internal fixed timber screening to inner face of glazing to reduce risk of



Clara Kerr  
Chief Planning Officer

Page 4 of 14

Date 25th September 2024



privacy overlooking' (labelled E5 on drawing 295\_GA\_120 Rev P2), including the treatment and height of the internal timber screening has been submitted and approved in writing by the Local Planning Authority.

The development shall not be occupied/brought into use until the internal fixed timber screening to the inner face of the glazing has been fitted with and shall thereafter be retained in accordance with the approved details.

Reason: To prevent overlooking and loss of privacy to the adjoining property in accordance with Policy LP14 of the Huntingdonshire Local Plan to 2036.

7. Condition.

No development above slab level shall take place until details of both hard and soft landscape works have been submitted to and approved in writing by the Local Planning Authority. These details shall include:

- (a) indications of all existing trees and hedgerows on the land and details of any to be retained; planting plans (which show the relationship to all underground services); written specifications (including cultivation and other operations associated with plant and grass establishment); schedules of plants, noting species, plant sizes and proposed numbers/densities where appropriate;
- (b) boundary treatments/gates indicating the positions, design, materials and type of boundary treatments/gates to be erected;
- (c) a hard landscaping plan, indicating location, manufacturer, type, colour and size.

Reason: To ensure the development is satisfactorily assimilated into the area and enhances biodiversity in accordance with Policies LP11, LP12 and LP30 of the Huntingdonshire Local Plan to 2036.

8. Condition.

All hard and soft landscape works shall be carried out and maintained in accordance with the approved details. The works shall be carried out prior to the occupation of any part of the development or in accordance with a programme agreed in writing with the Local Planning Authority. If within a period of five years from the date of the planting, or replacement planting, any tree or plant is removed, uprooted or destroyed or dies, another tree or plant of the same species and size as that originally planted shall be planted at the same place during the current or next planting season.



Clara Kerr  
Chief Planning Officer

Page 5 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

Reason: To ensure the development is satisfactorily assimilated into the area and enhances biodiversity in accordance with Policies LP11, LP12 and LP30 of the Huntingdonshire Local Plan to 2036.

9. Condition.

No demolition/development shall commence until the applicant, or their agents or successors in title, has implemented a programme of archaeological work, commencing with the evaluation of the application area, that has been secured in accordance with a Written Scheme of Investigation (WSI) that has been submitted to and approved by the Local Planning Authority in writing. For land that is included within the WSI, no demolition/development shall take place other than under the provisions of the agreed WSI, which shall include:

- a) The statement of significance and research objectives;
- b) The programme and methodology of investigation and recording and the nomination of a competent person(s) or organisation to undertake the agreed works;
- c) The timetable for the field investigation as part of the development programme;
- d) The programme and timetable for the analysis, publication & dissemination, and deposition of resulting material and digital archives.

Reason: To safeguard archaeological assets within the approved development boundary from impacts relating to any demolitions or groundworks associated with the development scheme and to ensure the proper and timely preservation and/or investigation, recording, reporting, archiving and presentation of archaeological assets affected by this development, in accordance with Local Plan Policy LP34 and national policies contained in the National Planning Policy Framework (2023).

10. Condition.

No external lighting shall be provided or installed other than in accordance with a scheme which has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be carried as approved and shall be retained as such.

Reason: To minimise the effects of light pollution on the surrounding area and in the interests of highway safety in accordance with Policies LP14 and LP17 of the Huntingdonshire Local Plan to 2036.

11. Condition.



Clara Kerr  
Chief Planning Officer

Page 6 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

The development hereby permitted shall be carried out in accordance with recommendations contained within Chapters 5 and 6 of the submitted Noise Impact Assessment undertaken by dBx Acoustics Ltd (report reference 23062-R02B-SW, dated 26 February 2024) and thereafter retained in accordance with the approved details.

Reason: To protect the amenity of nearby properties in accordance with Policy LP14 of the Huntingdonshire Local Plan to 2036.

12. Condition.

The development, hereby permitted, shall be carried out in accordance with Section 6 (Flood Risk Management Strategy) of the submitted Flood Risk Assessment & Drainage Strategy by Simple Works Ltd dated August 2024. The measures shall thereafter be retained in accordance with the approved details.

Reason: To prevent the increased risk of flooding in accordance Policy LP5 of the Huntingdonshire Local Plan to 2036.

13. Condition.

No development above ground level shall commence until details of the flood resilience and resistance measures and a detailed flood evacuation plan (based on the submitted Flood Risk Assessment & Drainage Strategy by Simple Works Ltd dated August 2024) shall be submitted and approved by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details prior to the occupation of any part of the development and retained as such.

Reason: To prevent the increased risk of flooding in accordance Policy LP5 of the Huntingdonshire Local Plan to 2036.

14. Condition.

No laying of services, creation of hard surfaces or erection of a building shall commence until a detailed surface water drainage scheme for the site, based on the agreed Flood Risk Assessment and Drainage Strategy prepared by Simple Works (ref: 1940) dated 2nd August 2024 has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in full accordance with the approved details prior to occupation of the first dwelling.



Clara Kerr  
Chief Planning Officer

Page 7 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

Reason: To prevent the increased risk of flooding, to improve and protect water quality, and improve habitat and amenity in accordance with Policies LP5, LP14, LP15 and LP30 of the Huntingdonshire Local Plan to 2036.

15. Condition.

No development, including preparatory works, shall commence until details of measures indicating how additional surface water run-off from the site will be avoided during the construction works have been submitted to and approved in writing by the Local Planning Authority. The applicant may be required to provide collection, balancing and/or settlement systems for these flows. The approved measures and systems shall be brought into operation before any works to create buildings or hard surfaces commence.

Reason: To ensure surface water is managed appropriately during the construction phase of the development, so as not to increase the flood risk to adjacent land/properties or occupied properties within the development itself; recognising that initial works to prepare the site could bring about unacceptable impacts in accordance with Policies LP5 and LP15 of the Huntingdonshire Local Plan to 2036.

16. Condition.

No construction work or demolition work shall be carried out and no plant or power operated machinery operated other than between the following hours: 0800 hours and 1800 hours on Monday to Friday, 0800 hours and 1300 hours on Saturday and at no time on Sundays, Bank or Public Holidays.

Reason: To protect the amenity of the adjoining properties in accordance with Policy LP14 of the Huntingdonshire Local Plan to 2036.

17. Condition.

There should be no collections from or deliveries to the site during the demolition and construction stages outside the hours of 0800 and 1800 on Monday to Friday, 0800 to 1300 hours on Saturday and at no time on Sundays, Bank or Public Holidays.



Clara Kerr  
Chief Planning Officer

Page 8 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)



Reason: To protect the amenity of the adjoining properties in accordance with Policy LP14 of the Huntingdonshire Local Plan to 2036.

18. Condition.

Notwithstanding the approved drawings, the development, hereby permitted, shall not be occupied until the proposed first floor changing room windows in the south elevation of the building have been fitted with obscured glazing (meeting as a minimum Pilkington Standard level 3 or equivalent in obscurity) and shall be fixed shut up to 1.7m from the finished floor level with a top hung vent window only, or have restrictors to ensure the windows cannot be opened more than 45 degrees beyond the plane of the adjacent wall. The glazing shall be retained as such thereafter.

Reason: To prevent overlooking of the adjoining properties in accordance with Policy LP14 of the Huntingdonshire Local Plan to 2036.

19. Note to applicant.

Statement as to how the Local Planning Authority (LPA) has worked with the applicant in a positive and proactive manner on seeking solutions:

When an application is received, planning conditions will be used where they can make a development acceptable.

A clear reason for refusal identifies the specific reasons why the development is unacceptable and helps the applicant to determine whether and how the proposal can be revised to make it acceptable.

In relation to this application, it was considered and the process managed in accordance with the National Planning Policy Framework 2023.

20. Note to applicant.

Flood Risk Activity Permit

The River Great Ouse is a main river. You must follow the environmental permitting rules if you want to do work:

o on or near a main river

o on or near a flood defence structure



Clara Kerr  
Chief Planning Officer

Page 9 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
Dmadmin@huntingdonshire.gov.uk

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

o in a flood plain

o on or near a sea defence

These are regulated under environmental permits (formerly flood defence consents). You are breaking the law if you operate without getting the permit you need. Further information can be found here: Flood risk activities: environmental permits - GOV.UK ([www.gov.uk](http://www.gov.uk))

Flood risk permits or consents are often needed as well as planning permission. Getting planning permission does not guarantee you will also get a flood risk permit or consent.

#### Ordinary Watercourse Consent

Constructions or alterations within an ordinary watercourse (temporary or permanent) require consent from the Lead Local Flood Authority under the Land Drainage Act 1991. Ordinary watercourses include every river, drain, stream, ditch, dyke, sewer (other than public sewer) and passage through which water flows that do not form part of Main Rivers (Main Rivers are regulated by the Environment Agency). The applicant should refer to Cambridgeshire County Council's Culvert Policy for further guidance:

<https://www.cambridgeshire.gov.uk/business/planning-and-development/water-mineralsand-waste/watercourse-management/> Please note the council does not regulate ordinary watercourses in Internal Drainage Board areas.

#### Pollution Control

Surface water and groundwater bodies are highly vulnerable to pollution and the impact of construction activities. It is essential that the risk of pollution (particularly during the construction phase) is considered and mitigated appropriately. It is important to remember that flow within the watercourse is likely to vary by season and it could be dry at certain times throughout the year. Dry watercourses should not be overlooked as these watercourses may flow or even flood following heavy rainfall.

#### Construction Surface Water Maintenance

Prior to final handover of the development, the developer must ensure that appropriate remediation of all surface water drainage infrastructure has taken place, particularly where the permanent drainage infrastructure has been installed early in the construction phase.

This may include but is not limited to jetting of all pipes, silt removal and reinstating bed levels.

Developers should also ensure that watercourses have been appropriately maintained and remediated, with any obstructions to flows (such as debris, litter and fallen



Clara Kerr  
Chief Planning Officer

Page 10 of 14

Date 25th September 2024



01480 388424

Pathfinder House, St Mary's Street  
Huntingdon. PE29 3TN  
[Dmadmin@huntingdonshire.gov.uk](mailto:Dmadmin@huntingdonshire.gov.uk)

[www.huntingdonshire.gov.uk](http://www.huntingdonshire.gov.uk)

trees) removed, ensuring the condition of the watercourse is better than initially found. This is irrespective of the proposed method of surface water disposal, particularly if an ordinary watercourse is riparian owned.

21. Note to applicant.

Under the terms of the Environmental Permitting Regulations, a permit may be required from us for any proposed works or structures within the floodplain or in, under, over or within 8 metres from the top of the bank of the River Great Ouse, which is a designated main river.

The EPR are a risk-based framework that enables the EA to focus regulatory effort towards activities within the highest flood or environmental risk. Lower risk activities will be excluded, or exempt and only higher risk activities will require a permit. Your proposed works may fall under one or more of the following; exclusion, exemption, standard rules permit, bespoke permit. Anyone carrying out a flood risk activity without a permit where one is required, is breaking the law.

An emergency plan will be needed wherever emergency response is an important component of making a development safe. The modelled on-site flood levels shown in Appendix E show the site to be nearly surrounded by flood water during 1%AEP event with an allowance for climate change. Therefore, we would advice that an emergency plan should be developed for the site or the existing emergency plan is updated to reflect this information.

Any proposed flood resilient measures should follow current Government Guidance. For more information on flood resilient techniques, please see the Department for Communities and Local Government guidance document "Improving the Flood Performance of New Buildings - Flood Resilient Construction".

22. Note to applicant.

Cadent Gas Ltd own and operate the gas infrastructure within the area of your development. There may be a legal interest (easements and other rights) in the land that restrict activity in proximity to Cadent assets in private land. The applicant must ensure that the proposed works do not infringe on legal rights of access and or restrictive covenants that exist.

If buildings or structures are proposed directly above the apparatus the development may only take place following diversion of the apparatus. The applicant should apply online to have apparatus diverted in advance of any works, by visiting [cadentgas.com/diversions](https://cadentgas.com/diversions)



Clara Kerr  
Chief Planning Officer

Page 11 of 14

Date 25th September 2024



Prior to carrying out works, including the construction of access points, please register on [www.linesearchbeforeudig.co.uk](http://www.linesearchbeforeudig.co.uk) to submit details of the planned works for review, ensuring requirements are adhered to.

23. Note to applicant.

Partial discharge of condition 10 can be applied for once the fieldwork at Part c) has been completed to enable the commencement of development.

Part d) of the condition shall not be discharged until all elements have been fulfilled in accordance with the programme set out in the WSI.

24. Note to applicant.

The Application for Consent to Display an Advertisement should be used for proposals to display an advertisement or sign which require advertisement consent.



Clara Kerr  
Chief Planning Officer

Page 12 of 14

Date 25th September 2024

## NOTES

### **Rights of Appeal under the Town and Country Planning Act, 1990 Section 78**

If the applicant is aggrieved by the decision of the Local Planning Authority to refuse permission for the proposed development or to grant permission subject to conditions, he/she may appeal to the Secretary of State responsible for planning within;

- **Six months from the date of this decision notice.**

Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN. Alternatively all forms can be downloaded from their website [www.planning-inspectorate.gov.uk](http://www.planning-inspectorate.gov.uk). The Secretary of State has power to allow a longer period for the giving of a notice of appeal but he will not normally be prepared to exercise this power unless there are special circumstances, which excuse the delay in giving notice of appeal. The Secretary of State is not required to entertain an appeal if it appears to him that permission for the proposed development could not have been granted by the Local Planning Authority, or could not have been so granted otherwise than subject to the conditions imposed by them, having regard to the statutory requirements, to the provisions of the Development Orders and to any directions given under the Orders. He does not, in practice, refuse to entertain appeals solely because the decision of the Local Planning Authority was based on a direction given by him.

If permission to develop land is refused or granted subject to conditions, whether by the Local Planning Authority or by the Secretary of State responsible for planning and the owner of the land claims that the land has become incapable of reasonably beneficial use by the carrying out of any development which has been or would be permitted, he may serve on the Council of the County District in which the land is situated a purchase notice requiring that Council to purchase his interest in the land in accordance with the provision of Part VI of the Town and Country Planning Act, 1990.

### **Claiming Compensation**



Clara Kerr  
Chief Planning Officer

Page 13 of 14

Date 25th September 2024

In certain circumstances, a claim may be made against the Local Planning Authority for compensation where permission is refused or granted subject to conditions by the Secretary of State on appeal or on a reference of an application to him. The circumstances in which such compensation is payable are set out in Section 114 of the Town and Country Planning Act 1990.

### **Street Naming and Numbering**

In order to obtain an official postal address, any new buildings should be formally registered with Huntingdonshire District Council. Unregistered addresses cannot be passed to Royal Mail for allocation of postcodes. Applicants can find additional information, a scale of charges and an application form at:

[www.huntingdonshire.gov.uk/streets-parking-transport/street-naming-and-numbering/](http://www.huntingdonshire.gov.uk/streets-parking-transport/street-naming-and-numbering/)

Alternatively, applicants can contact the Street Naming and Numbering Team on 01480 388153 or email [streetnaming@huntingdonshire.gov.uk](mailto:streetnaming@huntingdonshire.gov.uk). Please note new address cannot be assigned by the Council until the footings of any new buildings are in place.

### **General Notes**

This decision notice does not convey any approval or consent which may be required under any enactment, bye-law or regulation other than Section 57 of the Town and Country Planning Act 1990.



Clara Kerr  
Chief Planning Officer

Page 14 of 14

Date 25th September 2024