

## NORTH HERTFORDSHIRE DISTRICT COUNCIL

*Correspondence address:*

North Hertfordshire District Council, PO Box 10613, Nottingham, NG6 6DW

Telephone: (01462) 474000

Text Phone: (01462) 474800

DX 324201 Nottingham 59



Therfield Parish Council  
17 Dark Lane  
Sandon  
Nr Buntingford  
Herts  
SG9 0QT

Our Ref : 19/02563/FPH  
Contact : Naomi Reynard  
Direct Line : 01462 474318  
Email : naomi.reynard@north-herts.gov.uk  
Date: 19 February 2020

FAO Helen Stubbings

Dear Sir / Madam,

**Full Permission Householder : Insertion of rear dormer window and insertion of roof lights to both existing rear and front roof slopes to facilitate conversion of loft space into habitable space (as amended by plans received 15/02/20).**

**Pound House, Police Row, Therfield, Royston, Hertfordshire, SG8 9QE**

**Please quote the following reference: 19/02563/FPH on all correspondence.**

We would be grateful to receive your comments on the above application by 13 March 2020.

Following my letter of 30th October 2019 you are being re-notified of this application as there was an error in the description of the development and some errors in the wording on the plans, which have now been corrected

As this is a householder application, in the event of an appeal against refusal of planning permission, which is to be dealt with on the basis of representations in writing, any representations made about this application will be sent to the Secretary of State, and there will be no further opportunity to comment at appeal stage.

If I have not heard from you by this date, I will assume you have no comments to make about this application.

Full details of the application can be accessed via the website:

<https://pa2.north-herts.gov.uk/online-applications>

Yours faithfully,

A handwritten signature in black ink, appearing to read 'S. Ellis', written in a cursive style.

Simon Ellis  
Development & Conservation Manager

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