

Mr Keith Shilton  
Clerk to the Parish  
Whitchurch PC  
39 Swallow Road  
Ross-On-Wye  
Herefordshire  
HR9 7WS  
keith.shilton45@btinternet.com

Our Ref: 213258  
Please ask for: Please see below  
Direct Line:  
E-mail:

14 September 2021

Dear Mr Keith Shilton,

**APPLICATION NO & SITE ADDRESS:** Planning Consultation - 213258 - Highbury, Symonds Yat, Ross-On-Wye, Herefordshire HR9 6BP  
**DESCRIPTION:** Proposed lower ground kitchen extension, access lobby to stairs, first floor bathroom extension and detached garage with office space above.  
**APPLICANT(S):** Mr Nicholas Broadbent  
**GRID REF:** OS 354982, 216908  
**APPLICATION TYPE:** Full Householder  
**WEBSITE LINK:** <http://www.herefordshire.gov.uk/searchplanningapplications>

***Please note: Due the high caseloads currently being held by officers we are currently allocating new applications to officers on a capacity basis. This application is currently in a holding pile awaiting the allocation of an officer in the interim please respond using the online comments form***

**However, if you are requesting an extension of time in which to make comments, please email [planning\\_enquiries@herefordshire.gov.uk](mailto:planning_enquiries@herefordshire.gov.uk) and someone will assess your request**

We have received an application which affects your Parish. The application is described above and we are seeking the comments or views of your Parish Council. If the land concerned is on or near the parish boundary, we consult both councils as a matter of courtesy and welcome local views.

The planning application and its supporting documentation can be viewed, normally within 24 hours, by using the website link above and entering the application number 213258.

If you wish to make comments which you would like the Council to take into account before making a decision on the application, please respond to by **05/10/2021** If you do not respond by this date it will be assumed that you have no comments to make.

You will be able to monitor the progress of the application, including all of the correspondence received, any amended or additional documentation, the officer report and the decision by viewing the application on the Council's website.

Yours faithfully

**TECHNICAL SUPPORT OFFICER**

All personal data held is processed in accordance with data protection law. For further information please see our website [https://www.herefordshire.gov.uk/info/200142/planning\\_services/62/apply\\_for\\_planning\\_permission/3](https://www.herefordshire.gov.uk/info/200142/planning_services/62/apply_for_planning_permission/3)