

Membership as from May 25

Councillor Berry
Councillor Drummond
Councillor Harvey (Vice)
Councillor Hood (Chair)
Councillor Hulbert
Councillor Jarvis
Councillor Jones
Councillor McHugh
Councillor Nobbs
Councillor Yarrow
Members = 10
Quorum = 3



Newmarket
TOWN COUNCIL

The Memorial Hall, High Street, Newmarket Suffolk CB8 8JP

TEL: 01638 667227

You are hereby summoned to attend a meeting
of the **Development and Planning Committee**
to be held at

Memorial Hall, High Street, Newmarket, CB8 8JP

Monday 15th September 2025 at 6.15pm

A G E N D A

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

- 1. Chair to read** fire safety notice and announce that proceedings may be filmed or recorded and ask if anyone present intends to record the meeting.
- 2. Apologies** - To receive and accept apologies for absence
- 3. Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
- 4. Minutes of previous meeting held 1st September 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
- 5. Public participation** – an invitation to members of the public to make representations to Councillors.
Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting for members of the public to address Councillors
- 6. Planning applications** – West Suffolk Council
 - a) DC/25/1276/TCA – Trees in a conservation area notification – one bird cherry, two grafted cherry (marked on plan) fell – 1 The Severals, Newmarket
 - b) DC/25/1142/FUL- Planning application – altered entrance staircase to front elevation – 138 High Street, Newmarket
 - c) DC/25/1327/P3CMA – Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 – change of use from commercial/ business/ service to ten dwellings (class C3) – 138 High Street, Newmarket
 - d) DC/25/1380/TCA – Trees in a conservation area notification – two silver birch, 15 amelanchier/ crab apple (marked on plan as group 3) fell – Land At Meridian Gardens, Newmarket
 - e) DC/25/1297/ADV – Application for advertisement consent – one non-illuminated fascia sign – 107 High Street, Newmarket
- 7. Planning applications** – Amended and Deferred Plans
- 8. Planning Appeals** – to discuss any notified appeals and receive any appeal updates or results
- 9. Planning applications** – East Cambs
- 10. Planning decisions and plans withdrawn** – West Suffolk Council, weeks commencing 25/08/25, 01/09/25
- 11. Delegation Panel decisions** - To discuss any decisions by Delegation Panel
- 12. Licensing** - To discuss any Licensing applications, including pavement licence applications
 - a) **Premises** – Papa Johns, 1 The Island, Fred Archer Way, Newmarket
- 13. Enforcement** – to discuss any enforcement issues
- 14. Working Group Report for DP Committee** – to receive any reports from the NTC Working Groups that report

directly to the Development and Planning Committee

15. Correspondence

16. Date of next meeting – 6th October 2025

Signed: *CE Whitaker* Cathy Whitaker, Town Clerk

Date: 9th September 2025

To: Chair & Members of D&P Committee, Other Council Members, Press & the Public



Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Development & Planning Committee **Held on Monday 1st September 2025 at 6.15pm**

Attendance:

Councillor J Harvey (Chair)
 Councillor J Berry

Councillor P Hulbert
 Councillor J McHugh

Also Present: C Whitaker- Town Clerk, N Alecock – Deputy Town Clerk, J Ashton – Minute Assistant,
 1 Member of the Press.

	Minute	Action by
D/25/09/1 <u>Chair to Read the Fire Safety Notice and Announce that Proceedings May be Filmed or Recorded</u> The Chair welcomed everyone, opened the meeting, read the Fire Safety Notice and confirmed that the meeting was being recorded by the Minute Assistant.		
D/25/09/2 <u>Apologies</u> Apologies were received from Cllrs Drummond, Hood, Jarvis, Jones, Nobbs and Yarrow.		
D/25/09/3 <u>Declaration of Members Interests & to Remind Councillors of the need to keep up to date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation</u> None noted. There were no requests for dispensation.		
D/25/09/4 <u>To Confirm the Minutes of the Meeting Held on 18th August 2025 and any Matters Arising</u> The Vice Chair presented the minutes of the Development & Planning Committee held on 18 th August 2025 and Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed: <u>D/25/09/4.01 Resolved</u> That the minutes of the Development & Planning Committee held on 18th August 2025 be adopted and were signed as a true record by the Vice Chair of the Development & Planning Committee. Matters arising: D/25/08/23/2 – DC/25/0779/FUL – Newmarket Lawn Tennis Club – there was no further update. D/25/08/32/1 – Grosvenor Car Park – a meeting will be held on Tuesday 9 th September 2025 with an Officer from SCC Highways. D/25/08/33 – the NNP Working Group has been informed that the NNP Objectives were approved at Full Town Council.		

D/25/09/5 Public Open Session

No members of the public were present.

D/25/09/6 Planning Applications

Weeks Commencing 11/08/2025 & 18/08/2025.

D/25/09/6/1 DC/25/1286/TCA- Trees in a conservation area notification a.one Walnut (T1 on plan) and one Bean (T2 on plan) fell. B. one Walnut (T3 on plan) overall crown reduction by three metres - 9 Balaton Place, Snailwell Road, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr McHugh. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.01 Resolved

The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee does not object to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.

Cllr Berry joined the meeting at 6:24pm

D/25/09/6/2 DC/25/0964/FUL - Planning application- alterations to ground floor windows on front elevation- 53 High Street, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.02 Resolved

The Committee voiced no objection.

D/25/09/6/3 DC/25/1281/FUL - Planning application- two windows to front elevation- Studlands Park Industrial Estate, Travis Perkins, Studlands Park Avenue, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.03 Resolved

The Committee voiced no objection.

D/25/09/6/4 DC/25/1320/TPO - TPO 012 (1956) Tree preservation order - one Horse Chestnut (marked on plan) overall crown reduction by up to two metres - 31 Norfolk Avenue, Newmarket, Suffolk. Cllr Harvey made a proposal, seconded by Cllr Hulbert. A vote was taken which was unanimous and the following was agreed:

D/25/09/6.04 Resolved

The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.

D/25/09/7 Amended and Deferred Plans

D/25/09/7/1 DC/25/1209/TCA – Clarehaven Stables, 57 Bury Road, Newmarket – deferred pending information regarding trees to be felled. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the

following was agreed:

D/25/09/7.01 Resolved

The Committee actively encourages responsible tree management and following the receipt of confirmation that the trees are in a poor condition supports the recommendation of the Tree Officer to grant permission to fell the trees.

D/25/09/8 Planning Appeals

None noted.

D/25/09/9 East Cambs Planning Applications

The East Cambs Weekly Lists were noted.

D/25/09/10 To Receive Results of Applications as Determined by West Suffolk and Plans Withdrawn

The following West Suffolk Planning Determinations were received during weeks commencing 11/08/2025 & 18/08/2025.

Applications	Description	Address	WS Decision	NTC Decision
DC/25/1083/TCA	Trees in a conservation area notification - one silver birch (1 on plan) overall crown reduction by one metre, one laburnum (5 on plan) one crab apple (6 on plan) one maple (7 on plan) overall crown reduction by five metres, one holly (2 on plan) one shrub (3 on plan) one hawthorn (4 on plan) fell.	17 The Avenue Newmarket Suffolk	Approved	No objection
DC/25/0664/FUL	Planning application - one replacement multi-use games area/playzone with associated lighting, landscaping and hardstanding link to path.	Studlands Park Sports Club Hyperion Way Newmarket Suffolk	Approved	No objection
DC/25/0665/ADV	Application for advertisement consent – non-illuminated vinyl banners fixed to perimeter fence.	Studlands Park Sports Club Hyperion Way Newmarket Suffolk	Approved	No objection

D/25/09/11 Delegation Panel Decisions

DC/24/1774/FUL - Planning application - a. change of use for first floor from shop store (use class E) to residential dwelling (use class C3) b. first floor rear extension - 13A Wellington Street, Newmarket.

It was noted that the Panel agreed with the Officer's recommendation to grant permission. Further enquiries will be made regarding the status of this application and whether there is an opportunity to express the committee's views that would require that WS officers are satisfied that room sizes are sufficient and that this is likely to increase parking stress in the area.

D/25/09/12 Licensing

PL192 – Cherry Tree Pub – 117 Exning Road, Newmarket - Application to vary a premises licence. Cllr Harvey made a proposal, seconded by Cllr Berry. A vote was taken which was unanimous and the following was agreed:

D/25/09/12.01 Resolved

The Committee objected to removing the maximum number from 130

(effectively thereby inappropriately allowing unlimited numbers), removing the requirement for no outside music (potential noise nuisance as close to residential) and any expansion into the parking area potentially resulting in displacement of vehicles into neighbouring streets.

D/25/09/13 Enforcement

Exning Road carwash – A letter from a resident regarding the unlawful carwash on Exning Road was discussed. An update was given and WSC Enforcement and Environmental are looking into the issues and their reports are awaited. This item will be added to the enforcement issues list.

Other enforcement issues – the next Working Group meeting will be held on 9th September 2025. Cllr Hulbert reported that another 2 cars had been dumped in Nimbus Way and another in The Avenue, and this has been reported to WSC. An update is awaited.

D/25/09/14 Working Group Reports

There were no reports.

D/25/09/15 Correspondence

Notification received from WSC that a decision will be made by WSC on whether to go out to public consultation on the Rowley Drive Masterplan.

D/25/09/16 Date of Next Meeting

Monday 15th September 2025 at the Memorial Hall.

Meeting closed 6:52pm.

Signed _____ Date _____

Summary of Resolutions/Recommendations

Resolution/Recommendation	Resolution/Recommendation Wording
<u>D/25/09/4.01 Resolved</u>	That the minutes of the Development & Planning Committee held on 18th August 2025 be adopted and were signed as a true record by the Vice Chair of the Development & Planning Committee.
<u>D/25/09/6.01 Resolved</u>	The Committee actively encourages responsible tree management and object to the felling of healthy trees. The Committee does not object to this application and requested that the application be submitted to the Tree Officer for consideration and a full report. If the trees are to be felled, that they be felled outside of the bird nesting season and the Committee requests that suitable replacements be planted.
<u>D/25/09/6.02 Resolved</u>	The Committee voiced no objection.

<u>D/25/09/6.03 Resolved</u>	The Committee voiced no objection.
<u>D/25/09/6.04 Resolved</u>	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval.
<u>D/25/09/7.01 Resolved</u>	The Committee actively encourages responsible tree management and supports the recommendation of the Tree Officer to grant permission to fell the trees.
<u>D/25/09/12.01 Resolved</u>	The Committee objected to removing the maximum number from 130 (effectively thereby inappropriately allowing unlimited numbers), removing the requirement for no outside music (potential noise nuisance as close to residential) and any expansion into the parking area potentially resulting in displacement of vehicles into neighbouring streets.

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Items 6 & 7

Development and Planning Committee
Planning Applications – West Suffolk Council

Application	Constraints/ Neighbourhood Plan Policies	Case Officer	Applicant name	Consultation expiry date
DC/25/1276/TCA Trees in a conservation area notification- one bird cherry, two grafted cherry (marked on plan) 1 The Severals, Newmarket, Suffolk, CB8 7YN	Conservation area NKT2 NKT14	Nathan McGeachie	Ms K Cowan	Fri 19 th Sep
DC/25/1142/FUL Planning application - altered entrance staircase to front elevation 138 High Street Newmarket Suffolk CB8 8JP	Conservation area NKT1 NKT2	Adam Yancy	Mr Naveed Ahmed	Monday 15 th Sep
DC/25/1327/P3CMA Prior approval application under Part 3 of the Town and Country Planning (General Permitted Development) Order 2015 - change of use from commercial/business/service to ten dwellings (class C3) 136 - 142 High Street Newmarket Bury St Edmunds Suffolk	Conservation area NKT1 NKT2	Amy Murray	Mr Naveed Ahmed	Mon 29 th Sep
DC/25/1380/TCA Trees in a conservation area notification - two silver birch, 15 amelanchier/crab apple (marked on plan as group 3) fell Land At Meridian Gardens Newmarket Suffolk CB8 7FD	Conservation area NKT14	Nathan McGeachie	Mr Camerone Clarke	Thurs 25 th Sep
DC/25/1297/ADV Application for advertisement consent - one non-illuminated fascia sign 107 High Street Newmarket Suffolk CB8 8JH	Conservation area NKT1 NKT2	Gregory McGarr	Mr Gokul Swami	Mon 29 th Sep

NKT1 – Traditional Features and Materials for Developments within the Conservation Area

NKT2 – Key Views

NKT14 - Trees

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EAST CAMBRIDGESHIRE DISTRICT COUNCIL

WEEKLY LIST OF PLANNING APPLICATIONS



List produced on 29th August 2025

Reference: 25/00891/FUL

Officer: Lisa Moden

Location: 36 Parsonage Lane Burwell Cambridge CB25 0EN

Date application valid:

21st August 2025

Parish:

Burwell

Proposal: Single storey extension plus minor interior works

Applicant:

Mr Simon Nunn
36 Parsonage Lane
Burwell
Cambridge
CB25 0EN

Agent:

JE Architecture
FAO Mr James Evans
16 High Road
Elm
Wisbech
Cambridgeshire
PE14 0AA

Grid Reference: 558647 266668

Reference: 25/00913/CLP

Officer: Cassy Paterson

Location: Meadow View 1 Straight Furlong Pymoor Ely Cambridgeshire

Date application valid:

22nd August 2025

Parish:

Little Downham

Proposal: Garage conversion

Applicant:

MR & MRS Carl & Jo Moorhouse
Meadow View
1 Straight Furlong
Pymoor
Ely
Cambridgeshire
CB6 2EG

Agent:

Greg Saberton Design
FAO Greg Saberton
Toms Hole Barn
Branch Bank
Prickwillow
Ely
Cambridgeshire
CB7 4UR

Grid Reference: 549645 286460

Reference: 25/00885/FUL

Officer: Lisa Moden

Date application valid: 20th August 2025

Parish: Soham

Location: 25 East Fen Common Soham Ely Cambridgeshire CB7 5JH

Proposal: Demolish existing outbuilding/garage and replace with single storey outbuilding

Applicant:

Amanda Waterfield
25 East Fen Common
Soham
Ely
Cambridgeshire
CB7 5JH

Agent:

Holmes Architecture & Planning Ltd.
FAO Mr Dean Holmes
69 Guntons Close
Soham
Ely
CB7 5DJ
United Kingdom

Grid Reference: 559885 273403

Reference: 25/00930/FUL

Officer: Cassy Paterson

Date application valid: 28th August 2025

Parish: Sutton

Location: 21 Red Lion Lane Sutton Cambridgeshire CB6 2NE

Proposal: Proposed two-storey side extension involving the demolition of existing garage

Applicant:

Mr Patterson
C/o Agent

Agent:

Swann Edwards Architecture Limited
FAO Mr Sam Herring
Black Barn
Fen Road
Guyhirn
Wisbech
PE13 4AA

Grid Reference: 544518 278601

EAST CAMBRIDGESHIRE DISTRICT COUNCIL

WEEKLY LIST OF PLANNING APPLICATIONS



(Alphabetically by Parish)

List produced on 5th September 2025

Reference: 25/00924/FUL
Officer: Jasmine Moffat
Location: Ashley House 28 Ashley Road Newmarket Suffolk CB8 8DA

Date application valid: 29th August 2025
Parish: Cheveley

Proposal: Demolition of existing front porch and rear conservatory, construction of new porch, infill rear extension, new boundary wall and gates, external alterations and associated works

Applicant:

Mr & Mrs Carrisi
Ashley House
28 Ashley Road
Newmarket
Suffolk
CB8 8DA

Agent:

AJS Architecture Ltd
FAO Mr Antony Smith
Cleveland House
Old Station Road
Newmarket
CB8 8QE

Grid Reference: 565720 262887

Reference: 25/00922/FUL
Officer: Lisa Moden
Location: 3 Parkside Chippenham Ely Cambridgeshire CB7 5PS

Date application valid: 29th August 2025
Parish: Chippenham

Proposal: Single storey extension and part cladding to existing bungalow, porch, alterations to windows and doors, solar panels, air source heat pump, new cart lodge, and fencing

Applicant:

Mr and Mrs B Barrow
3 Parkside
Chippenham
Ely
Cambridgeshire
CB7 5PS

Agent:

Acorus Rural Property Services
FAO Louise Gregory
Old Market Office
10 Risbygate Street
Bury St Edmunds
IP33 3AA

Grid Reference: 566529 269701

Reference: 25/00889/FUL

Officer: Lisa Moden

Date application valid: 28th August 2025

Parish: Fordham

Location: 41 Murfitts Lane Fordham Ely Cambridgeshire CB7 5LA

Proposal: Single-storey front extension, two storey-side extension and internal alterations. Demolition of an existing prefabricated garage

Applicant:

Mr and Mrs Tolworthy
41 Murfitts Lane
Fordham
Ely
Cambridgeshire
CB7 5LA

Grid Reference: 562089 271154

Agent:

Mrs Kirsty Ballantine
13 Back Lane
Wicken
Ely
Cambridgeshire
CB7 5YL

Reference: 25/00920/FUL

Officer: Lisa Moden

Date application valid: 28th August 2025

Parish: Soham

Location: 3 Fordham Road Soham Ely Cambridgeshire CB7 5AQ

Proposal: Proposed construction of outbuilding and associated works

Applicant:

Mr Nicholas
3 Fordham Road
Soham
Ely
Cambridgeshire
CB7 5AQ

Grid Reference: 559808 272666

Agent:

AJS Architecture Ltd
FAO Mr Antony Smith
Cleveland House
Old Station Road
Newmarket
CB8 8QE

Reference: 25/00947/FUL

Officer: Jasmine Moffat

Date application valid: 3rd September 2025

Parish: Soham

Location: 52 Great Fen Road Soham Ely Cambridgeshire CB7 5UH

Proposal: Annexe in rear garden

Applicant:

Mr & Mrs Vince and Alyson Alecock
6 Pine Avenue
Landwade
Newmarket
Suffolk
CB8 7NE

Grid Reference: 559913 279293

Agent:

Greg Saberton Design
FAO Mr Greg Saberton
Toms Hole Barn
Branch Bank
Prickwillow
Ely
Cambridgeshire
CB7 4UR

Decision List

Weeks commencing 25 TH August & 1 st September	NTC Comments
<u>DC/25/1169/TCA</u> Trees in a conservation area notification - one acacia (T1 on plan) remove three lowest branches on the western aspect, one cotoneaster (T2 on plan) overall crown reduction by four metres, one willow (T3 on plan) re pollard to 10 metres above ground level Paddocks Lodge 18 The Avenue Newmarket Suffolk CB8 9AA Decided- No objections	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval. 
<u>DC/25/1145/TCA</u> Trees in Conservation area Notification - one Acacia (marked A1 on plan) - re-pollard to three metres above ground level 45 Rous Road Newmarket Suffolk CB8 8DH Decided-No objections.	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval. 
<u>DC/25/1068/HH</u> Householder planning application - front porch (following demolition of existing porch) 26 Paget Place Newmarket Suffolk CB8 7DR Decided- Approve application	The Committee voiced no objections. 
<u>DC/25/0775/FUL</u> Planning application - installation of freestanding air source heat pump and distribution network operator switchgear within enclosure All Saints Ceva Primary School Vicarage Road Newmarket Suffolk CB8 8JE Decided- Approve application	The Committee voiced no objections subject to the noise level meeting the standards of Environmental Health and not being detrimental to the neighbouring property. 
<u>DC/25/0736/FUL</u> Planning application - a. two storey side and rear extension (following demolition of existing side extension), b. change of use from class C4 (6 person HMO) to Sui generis larger HMO (13 person) 23 Park Lane Newmarket Suffolk CB8 8AZ Withdrawn	The Committee requested that their previous objection be resubmitted as the plans had no material difference.- Comment from 10/7/25. The Committee object to the application with respect to the following: Overdevelopment Lack of parking Noise- Comment from 5/6/25 
<u>DC/25/1209/TCA</u> Trees in a conservation area notification - two horse chestnut (T1 and T2 on plan), one wellingtonia (T5 on plan) fell, one horse chestnut (T3 on plan) reduce height by 10 metres, one horse chestnut (T4 on plan) reduce branch over road by two metres	The Committee supported the Tree Officer's recommendation following the email confirmation from WSC that the trees are in a poor condition. Comment from 1/9/25

Decision List

Clarehaven Stable 57 Bury Road Newmarket Suffolk CB8 7BY Decided- No objections	The Committee actively encourages responsible tree management and object to the felling of healthy trees. In the absence of a reason to fell the trees, the Committee requested that the application be deferred and reconsidered once the relevant information is received.- Comment from 22/08/25 
<u>DC/25/1107/TPO</u> TPO 005 (2022) tree preservation order - one yew (T14 on plan and on order) overall crown reduction by one and a half metres, one sycamore (T15 on plan, and on order) overall crown reduction of two and a half metres 18 Paget Place Newmarket Suffolk CB8 7DR Decided- Approve application	The Committee actively encourages responsible tree management and does not object to this application subject to the Tree Officer's approval. 
<u>DC/25/0964/FUL</u> Planning application - alterations to ground floor windows on front elevation 53 High Street Newmarket Suffolk CB8 8NA Decided- Approve application	The Committee voiced no objections.- Comments from 1.9.25 The Committee has concerns over the overall height and style of the windows of a building in the historic High Street and Conservation Area and would follow advice from the Conservation Officers. -Comments 22.7.25 Comments The Committee placed a holding objection due to no information being available and requested an extension of time in order to receive further information.- Comment 11.7.25 

To: **Recipients of Delegation Panel papers**

Contact Planning Department
Email planning.help@westsuffolk.gov.uk

10 September 2025

Dear all

Delegation Panel - Tuesday 9 September 2025

Following consultation with the members of the Delegation Panel on the above date, the Director (Planning and Growth) has determined that the following decisions will either be delegated to Officers or referred to the Development Control Committee for consideration, as indicated against each item.

Those applications agreed to be delegated are not strategic in their scale or nature and do not raise any significant material planning issues to justify referral for wider discussion at the Development Control Committee.

Those applications agreed to be referred to the Development Control Committee for determination were considered to have significant public interest, raising material planning issues that justify wider discussion and debate.

Any queries in relation to the Delegation Panel meeting and/or the applications should be directed to
planning.help@westsuffolk.gov.uk

Yours sincerely



Julie Baird
Director – Planning & Growth

2.	Application number	DC/25/0061/FUL
	Proposal:	Planning application - a. Subdivision of one flat to create two flats b. single storey rear extension c. new door opening and alterations to shop front
	Location:	20-21 St Marys Square, Newmarket
	Case officer:	Amy Murray
	Parish:	Newmarket Town Council
	Ward:	Newmarket West
	Member comment:	No comments received
	Officer 'minded to' position:	GRANT
	Recommendation of the Panel:	Delegate to officers
	Reason for DCC referral:	n/a
	Director decision:	GRANT

• required information

Section 1 of 21

You can save the form at any time and resume it later. You do not need to be logged in when you resume.

System reference This is the unique reference for this application generated by the system.

Your reference You can put what you want here to help you track applications if you make lots of them. It is passed to the authority.

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

Put "no" if you are applying on your own behalf or on behalf of a business you own or work for.

Applicant Details

Name

First name

Family name

Contact Details

E-mail

Telephone number

Fax number

Other telephone number

☐ Indicate here if the applicant would prefer not to be contacted by telephone

Is the applicant:

☒ Applying as a business or organisation, including as a sole trader

☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means the applicant is applying so the applicant can be employed, or for some other personal reason, such as following a hobby.

Applicant Business

Is the applicant's business registered in the UK with Companies House? ☐ Yes ☒ No

Is the applicant's business registered outside the UK? ☐ Yes ☒ No

Continued from previous page...

Commercial register

Registration number

Business name

If the applicant's business is registered, use its registered name.

VAT number

Put "none" if the applicant is not registered for VAT.

Legal status

Applicant's position in the business

Home country

The country where the applicant's headquarters are.

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

User Profile

Name

First name

Family name

Continued from previous page...

Contact Details

E-mail	
Telephone number	
Fax number	
Other telephone number	

☐ Indicate here if you would prefer not to be contacted by telephone

Are you:

- ☒ Applying as a business or organisation, including as a sole trader
- ☐ Applying as an individual

A sole trader is a business owned by one person without any special legal structure. Applying as an individual means you are applying so you can be employed, or for some other personal reason, such as following a hobby.

Your Business

Is your business registered in the UK with Companies House? ☒ Yes ☐ No

Is your business registered outside the UK? ☐ Yes ☒ No

Commercial register		The entity with which your business is registered, for example "Amsterdam Chamber of Commerce".
Registration number	15876787	
Business name	ELY PJ LTD	If your business is registered, use its registered name.
VAT number	- 475829540	Put "none" if you are not registered for VAT.
Legal status	Private Limited Company	
Your position in the business	Director	
Home country	United Kingdom	The country where the headquarters of your business is located.

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Address

Building number or name	140
Street	High Street
District	
City or town	Smethwick
County or administrative area	
Postcode	B66 3AP
Country	United Kingdom

Address

Building number or name	
Street	
District	
City or town	
County or administrative area	
Postcode	
Country	United Kingdom

Section 2 of 21

PREMISES DETAILS

I/we, as named in section 1, apply for a premises licence under section 17 of the Licensing Act 2003 for the premises described in section 2 below (the premises) and I/we are making this application to you as the relevant licensing authority in accordance with section 12 of the Licensing Act 2003.

Premises Address

Are you able to provide a postal address, OS map reference or description of the premises?

- ☒ Address ☐ OS map reference ☐ Description

Continued from previous page...

Address

Building number or name	Unit 1 The Island
Street	Fred Archer Way
District	
City or town	Newmarket
County or administrative area	
Postcode	CB8 8NY
Country	United Kingdom

Contact Details

E-mail	
Telephone number	
Fax number	
Other telephone number	
Non-domestic rateable value of premises (£)	22,250

Section 3 of 21

APPLICATION DETAILS

In what capacity are you applying for the premises licence?

- ☐ An individual or individuals
- ☒ A limited company / limited liability partnership
- ☐ A partnership (other than limited liability)
- ☐ An unincorporated association
- ☐ Other (for example a statutory corporation)
- ☐ A recognised club
- ☐ A charity
- ☐ The proprietor of an educational establishment
- ☐ A health service body
- ☐ A person who is registered under part 2 of the Care Standards Act 2000 (c14) in respect of an independent hospital in Wales
- ☐ A person who is registered under Chapter 2 of Part 1 of the Health and Social Care Act 2008 in respect of the carrying on of a regulated activity (within the meaning of that Part) in an independent hospital in England
- ☐ The chief officer of police of a police force in England and Wales

Confirm The Following

- ☒ I am carrying on or proposing to carry on a business which involves the use of the premises for licensable activities
- ☐ I am making the application pursuant to a statutory function
- ☐ I am making the application pursuant to a function discharged by virtue of His Majesty's prerogative

Section 4 of 21

INDIVIDUAL APPLICANT DETAILS

Name

Is the name the same as (or similar to) the details given in section one?

- ☐ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

First name

Family name

Is the applicant 18 years of age or older?

- ☐ Yes ☐ No

Continued from previous page...

Address

Is the address the same as (or similar to) the address given in section one?

☐ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Contact Details

Are the contact details the same as (or similar to) those given in section one?

☐ Yes ☐ No

If "Yes" is selected you can re-use the details from section one, or amend them as required. Select "No" to enter a completely new set of details.

E-mail

Telephone number

Other telephone number

Date of birth

/ /

ddmmyyyy

Nationality

Right to work share code

Remove this applicant

[Documents that demonstrate entitlement to work in the UK](#)
[Right to work share code if not submitting scanned documents](#)

Add another applicant

Non Individual Applicant's Name

Name

Details

Registered number (where applicable)

Description of applicant (for example partnership, company, unincorporated association etc)

Limited Company

Continued from previous page...

Address

Building number or name

140

Street

High Street

District

City or town

Smethwick

County or administrative area

Postcode

B66 3AP

Country

United Kingdom

Contact Details

E-mail

Telephone number

Fax number

Other telephone number

Date of birth

/

/

dd

mm

yyyy

Nationality

British

Documents that demonstrate entitlement to work in the UK

Remove this applicant

Add another applicant

Section 5 of 21

OPERATING SCHEDULE

When do you want the premises licence to start?

01

/

10

/

2025

dd

mm

yyyy

If you wish the licence to be valid only for a limited period, when do you want it to end

/

/

dd

mm

yyyy

Provide a general description of the premises

For example the type of premises, its general situation and layout and any other information which could be relevant to the licensing objectives. Where your application includes off-supplies of alcohol and you intend to provide a place for consumption of these off- supplies you must include a description of where the place will be and its proximity to the premises.

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Continued from previous page...

If 5,000 or more people are expected to attend the premises at any one time, state the number expected to attend

Section 6 of 21

PROVISION OF PLAYS

[See guidance on regulated entertainment](#)

Will you be providing plays?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days of the week when you intend the premises to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of a play take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

Continued from previous page...

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for performing plays

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the performance of a play at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 7 of 21

PROVISION OF FILMS

[See guidance on regulated entertainment](#)

Will you be providing films?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the exhibition of films take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the exhibition of film

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where the premises will be used for the exhibition of film at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 8 of 21

PROVISION OF INDOOR SPORTING EVENTS

[See guidance on regulated entertainment](#)

Continued from previous page...

Will you be providing indoor sporting events?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for indoor sporting events

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for indoor sporting events at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 9 of 21

PROVISION OF BOXING OR WRESTLING ENTERTAINMENTS

[See guidance on regulated entertainment](#)

Will you be providing boxing or wrestling entertainments?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

End

Start

End

THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

Continued from previous page...

SUNDAY

Start

End

Start

End

Will the boxing or wrestling entertainment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for boxing and wrestling entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the boxing or wrestling entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 10 of 21

PROVISION OF LIVE MUSIC

[See guidance on regulated entertainment](#)

Will you be providing live music?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the performance of live music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of live music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of live music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 11 of 21

PROVISION OF RECORDED MUSIC

[See guidance on regulated entertainment](#)

Will you be providing recorded music?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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THURSDAY

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FRIDAY

Start

End

Start

End

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the playing of recorded music take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other
structure tick as appropriate. Indoors may
include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not
exclusively) whether or not music will be amplified or unamplified.

Continued from previous page...

State any seasonal variations for playing recorded music

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the playing of recorded music at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 12 of 21

PROVISION OF PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing performances of dance?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start

End

Start

End

WEDNESDAY

Start

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THURSDAY

Start

End

Start

End

FRIDAY

Start

End

Start

End

Continued from previous page...

SATURDAY

Start

End

Start

End

SUNDAY

Start

End

Start

End

Will the performance of dance take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for the performance of dance

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the performance of dance at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 13 of 21

PROVISION OF ANYTHING OF A SIMILAR DESCRIPTION TO LIVE MUSIC, RECORDED MUSIC OR PERFORMANCES OF DANCE

[See guidance on regulated entertainment](#)

Will you be providing anything similar to live music, recorded music or performances of dance?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

TUESDAY

Start End

Start End

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Give a description of the type of entertainment that will be provided

Will this entertainment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☐ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

State any seasonal variations for entertainment

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Continued from previous page...

Non-standard timings. Where the premises will be used for entertainment at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

Section 14 of 21

LATE NIGHT REFRESHMENT

Will you be providing late night refreshment?

☒ Yes ☐ No

Standard Days And Timings

MONDAY

Start
Start

End
End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

TUESDAY

Start
Start

End
End

WEDNESDAY

Start
Start

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End

THURSDAY

Start
Start

End
End

FRIDAY

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End
End

SATURDAY

Start
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End
End

SUNDAY

Start
Start

End
End

Continued from previous page...

Will the provision of late night refreshment take place indoors or outdoors or both?

☐ Indoors ☐ Outdoors ☒ Both

Where taking place in a building or other structure tick as appropriate. Indoors may include a tent.

State type of activity to be authorised, if not already stated, and give relevant further details, for example (but not exclusively) whether or not music will be amplified or unamplified.

We supply a delivery and collection service to the public offering a range of pizzas, sides and desserts and drinks. All drinks are non alcoholic. Orders are taken over the phone and on our website. No music will be played inside or outside

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

None

Non-standard timings. Where the premises will be used for the supply of late night refreshments at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

Section 15 of 21

SUPPLY OF ALCOHOL

Will you be selling or supplying alcohol?

☐ Yes ☒ No

Standard Days And Timings

MONDAY

Start

End

Start

End

TUESDAY

Start

End

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

Continued from previous page...

WEDNESDAY

Start End

Start End

THURSDAY

Start End

Start End

FRIDAY

Start End

Start End

SATURDAY

Start End

Start End

SUNDAY

Start End

Start End

Will the sale of alcohol be for consumption:

☐ On the premises ☐ Off the premises ☐ Both

If the sale of alcohol is for consumption on the premises select on, if the sale of alcohol is for consumption away from the premises select off. If the sale of alcohol is for consumption on the premises and away from the premises select both.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non-standard timings. Where the premises will be used for the supply of alcohol at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

State the name and details of the individual whom you wish to specify on the licence as premises supervisor

Continued from previous page...

Name

First name

Family name

Date of birth

	/		/	
dd		mm		yyyy

Address

Building number or name

Street

District

City or town

County or administrative area

Postcode

Country

Personal Licence number
(if known)

Issuing licensing authority
(if known)

PROPOSED DESIGNATED PREMISES SUPERVISOR CONSENT

How will the consent form of the proposed designated premises supervisor be supplied to the authority?

- ☐ Electronically, by the proposed designated premises supervisor
- ☐ As an attachment to this application

Reference number for consent form (if known)

If the consent form is already submitted, ask the proposed designated premises supervisor for its 'system reference' or 'your reference'.

Section 16 of 21

ADULT ENTERTAINMENT

Highlight any adult entertainment or services, activities, or other entertainment or matters ancillary to the use of the premises that may give rise to concern in respect of children

Give information about anything intended to occur at the premises or ancillary to the use of the premises which may give rise to concern in respect of children, regardless of whether you intend children to have access to the premises, for example (but not exclusively) nudity or semi-nudity, films for restricted age groups etc gambling machines etc.

None

Section 17 of 21

HOURS PREMISES ARE OPEN TO THE PUBLIC

Standard Days And Timings

MONDAY

Start

11:00

End

03:00

Start

End

TUESDAY

Start

11:00

End

03:00

Start

End

WEDNESDAY

Start

11:00

End

03:00

Start

End

THURSDAY

Start

11:00

End

03:00

Start

End

FRIDAY

Start

11:00

End

03:00

Start

End

SATURDAY

Start

11:00

End

03:00

Start

End

SUNDAY

Start

11:00

End

03:00

Start

End

Give timings in 24 hour clock.
(e.g., 16:00) and only give details for the days
of the week when you intend the premises
to be used for the activity.

State any seasonal variations

For example (but not exclusively) where the activity will occur on additional days during the summer months.

Non standard timings. Where you intend to use the premises to be open to the members and guests at different times from those listed in the column on the left, list below

For example (but not exclusively), where you wish the activity to go on longer on a particular day e.g. Christmas Eve.

None

Continued from previous page...

Section 18 of 21

LICENSING OBJECTIVES

Describe the steps you intend to take to promote the four licensing objectives:

a) General – all four licensing objectives (b,c,d,e)

List here steps you will take to promote all four licensing objectives together.

We have given a detailed breakdown below of how we will be promoting the four licensing objectives. In general promoting the four licensing objectives is very important to us and we have made every attempt to ensure that we are doing all we can to support this. With staff training on all four of the objectives and the measures we have taken below, we believe we have taken all of the required steps to support and promote the four licensing objectives.

b) The prevention of crime and disorder

- The store has 24 hour CCTV recording with 30 day recording. This includes cameras showing the inside of the store, front of the store and back area of the store and we have put a sign in place in customer view which says CCTV recording in place.
- We have provided training to the staff who will be working on how to handle potentially disruptive situations
- We have provided training to the staff on how to lock the door from inside to refuse entry to any intoxicated individuals
- The door which enters the kitchen from the customer area is locked at all times so only staff can enter. The rear exit door is also closed at all times so only staff can enter.

c) Public safety

- Risk assessment ready to view, fire exit signs in place and fire training courses completed
- We have provided training to the staff on the emergency evacuation plan including fire safety procedures
- The premises is well lit and there is no dark areas, there is emergency lighting in the store which is serviced every year by our fire team. They also service our fire extinguisher and fire blanket so we have these all in place. We also have a fire alarm in the store which is tested every week. We also have an intruder alarm in the store.

d) The prevention of public nuisance

- Windows double glazed and no music allowed. The oven is the latest technology oven that makes minimum noise.
- We will put signs to make sure the customers keep the noise down for the neighbours and also staff are trained to tell the customers to leave quietly. We will also train and inform our delivery staff to leave the store quietly when going for a delivery.
- All staff have been trained to pick up any litter from the customer area or outside of the store before closing to ensure there is no litter. There are also bins in front of the store which customers can use and our staff will also as part of their cleaning checklist make sure any litter not put into the bin is put in a bin.

e) The protection of children from harm

- The store has 24 hour CCTV recording with 30 day recording. The store also has a CCTV recording sign on the front.
- Staff have been trained to avoid providing a place for underage customers to hang out. If any underage customers are seen hanging outside of the store our staff will ask them to leave quietly.
- All staff have been trained to ensure they are aware of the importance of protecting children and underage customers.

Section 19 of 21

NOTES ON DEMONSTRATING ENTITLEMENT TO WORK IN THE UK

Continued from previous page...

Entitlement to work/immigration status for individual applicants and applications from partnerships which are not limited liability partnerships:

A licence may not be held by an individual or an individual in a partnership who is resident in the UK who:

- does not have the right to live and work in the UK; or
- is subject to a condition preventing him or her from doing work relating to the carrying on of a licensable activity.

Any premises licence issued in respect of an application made on or after 6 April 2017 will become invalid if the holder ceases to be entitled to work in the UK.

Applicants must demonstrate that they have an entitlement to work in the UK and are not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity. They do this in one of two ways: 1) by providing with this application copies or scanned copies of the documents listed below (which do not need to be certified), or 2) by providing their 'share code' to enable the licensing authority to carry out a check using the Home Office online right to work checking service (see below).

Documents which demonstrate entitlement to work in the UK

- An expired or current passport showing the holder, or a person named in the passport as the child of the holder, is a British citizen or a citizen of the UK and Colonies having the right of abode in the UK [please see note below about which sections of the passport to copy].
- An expired or current passport or national identity card showing the holder, or a person named in the passport as the child of the holder, is a national of a European Economic Area country or Switzerland.
- A Registration Certificate or document certifying permanent residence issued by the Home Office to a national of a European Economic Area country or Switzerland.
- A Permanent Residence Card issued by the Home Office to the family member of a national of a European Economic Area country or Switzerland.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder indicating that the person named is allowed to stay indefinitely in the UK, or has no time limit on their stay in the UK.
- A **current** passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
- A **current** Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named person is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the UK, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A certificate of registration or naturalisation as a British citizen, **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.

Continued from previous page...

- A **current** passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity.
- A **current** Biometric Immigration Document (Biometric Residence Permit) issued by the Home Office to the holder which indicates that the named person can currently stay in the UK and is allowed to work relation to the carrying on of a licensable activity.
- A **current** Residence Card issued by the Home Office to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights or residence.
- A **current** Immigration Status Document containing a photograph issued by the Home Office to the holder with an endorsement indicating that the named person may stay in the UK, and is allowed to work and is not subject to a condition preventing the holder from doing work relating to the carrying on of a licensable activity **when produced in combination with** an official document giving the person's permanent National Insurance number and their name issued by a Government agency or a previous employer.
- A Certificate of Application, **less than 6 months old**, issued by the Home Office under regulation 18(3) or 20(2) of the Immigration (European Economic Area) Regulations 2016, to a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence.
- Reasonable evidence that the person has an outstanding application to vary their permission to be in the UK with the Home Office such as the Home Office acknowledgement letter or proof of postage evidence, or reasonable evidence that the person has an appeal or administrative review pending on an immigration decision, such as an appeal or administrative review reference number.
- Reasonable evidence that a person who is not a national of a European Economic Area state or Switzerland but who is a family member of such a national or who has derivative rights of residence in exercising treaty rights in the UK including:-
 - evidence of the applicant's own identity – such as a passport,
 - evidence of their relationship with the European Economic Area family member – e.g. a marriage certificate, civil partnership certificate or birth certificate, and
 - evidence that the European Economic Area national has a right of permanent residence in the UK or is one of the following if they have been in the UK for more than 3 months:
 - (i) working e.g. employment contract, wage slips, letter from the employer,
 - (ii) self-employed e.g. contracts, invoices, or audited accounts with a bank,
 - (iii) studying e.g. letter from the school, college or university and evidence of sufficient funds; or
 - (iv) self-sufficient e.g. bank statements.

Family members of European Economic Area nationals who are studying or financially independent must also provide evidence that the European Economic Area national and any family members hold comprehensive sickness insurance in the UK. This can include a private medical insurance policy, an EHIC card or an S1, S2 or S3 form.

Original documents must not be sent to licensing authorities. If the document copied is a passport, a copy of the following pages should be provided:-

- (i) any page containing the holder's personal details including nationality;
- (ii) any page containing the holder's photograph;
- (iii) any page containing the holder's signature;
- (iv) any page containing the date of expiry; and
- (v) any page containing information indicating the holder has permission to enter or remain in the UK and is permitted to work.

Continued from previous page...

If the document is not a passport, a copy of the whole document should be provided.

Your right to work will be checked as part of your licensing application and this could involve us checking your immigration status with the Home Office. We may otherwise share information with the Home Office. Your licence application will not be determined until you have complied with this guidance.

Home Office online right to work checking service

As an alternative to providing a copy of the documents listed above, applicants may demonstrate their right to work by allowing the licensing authority to carry out a check with the Home Office online right to work checking service.

To demonstrate their right to work via the Home Office online right to work checking service, applicants should include in this application their 9-digit share code (provided to them upon accessing the service at <https://www.gov.uk/prove-right-to-work>) which, along with the applicant's date of birth (provided within this application), will allow the licensing authority to carry out the check.

In order to establish the applicant's right to work, the check will need to indicate that the applicant is allowed to work in the United Kingdom and is not subject to a condition preventing them from doing work relating to the carrying on of a licensable activity.

An online check will not be possible in all circumstances because not all applicants will have an immigration status that can be checked online. The Home Office online right to work checking service sets out what information and/or documentation applicants will need in order to access the service. Applicants who are unable to obtain a share code from the service should submit copy documents as set out above.

Section 20 of 21

NOTES ON REGULATED ENTERTAINMENT

Continued from previous page...

In terms of specific **regulated entertainments** please note that:

- Plays: no licence is required for performances between 08:00 and 23.00 on any day, provided that the audience does not exceed 500.
- Films: no licence is required for 'not-for-profit' film exhibition held in community premises between 08.00 and 23.00 on any day provided that the audience does not exceed 500 and the organiser (a) gets consent to the screening from a person who is responsible for the premises; and (b) ensures that each such screening abides by age classification ratings.
- Indoor sporting events: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000.
- Boxing or Wrestling Entertainment: no licence is required for a contest, exhibition or display of Greco-Roman wrestling, or freestyle wrestling between 08.00 and 23.00 on any day, provided that the audience does not exceed 1000. Combined fighting sports – defined as a contest, exhibition or display which combines boxing or wrestling with one or more martial arts – are licensable as a boxing or wrestling entertainment rather than an indoor sporting event.
- Live music: no licence permission is required for:
 - o a performance of unamplified live music between 08.00 and 23.00 on any day, on any premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a workplace that is not licensed to sell alcohol on those premises, provided that the audience does not exceed 500.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o a performance of amplified live music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school or (iii) the health care provider for the hospital.
- Recorded Music: no licence permission is required for:
 - o any playing of recorded music between 08.00 and 23.00 on any day on premises authorised to sell alcohol for consumption on those premises, provided that the audience does not exceed 500.
 - o any playing of recorded music between 08.00 and 23.00 on any day, in a church hall, village hall, community hall, or other similar community premises, that is not licensed by a premises licence to sell alcohol, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance from a person who is responsible for the premises.
 - o any playing of recorded music between 08.00 and 23.00 on any day, at the non-residential premises of (i) a local authority, or (ii) a school, or (iii) a hospital, provided that (a) the audience does not exceed 500, and (b) the organiser gets consent for the performance on the relevant premises from: (i) the local authority concerned, or (ii) the school proprietor or (iii) the health care provider for the hospital.

Continued from previous page...

- Dance: no licence is required for performances between 08.00 and 23.00 on any day, provided that the audience does not exceed 500. However, a performance which amounts to adult entertainment remains licensable.
- Cross activity exemptions: no licence is required between 08.00 and 23.00 on any day, with no limit on audience size for:
 - o any entertainment taking place on the premises of the local authority where the entertainment is provided by or on behalf of the local authority;
 - o any entertainment taking place on the hospital premises of the health care provider where the entertainment is provided by or on behalf of the health care provider;
 - o any entertainment taking place on the premises of the school where the entertainment is provided by or on behalf of the school proprietor; and
 - o any entertainment (excluding films and a boxing or wrestling entertainment) taking place at a travelling circus, provided that (a) it takes place within a moveable structure that accommodates the audience, and (b) that the travelling circus has not been located on the same site for more than 28 consecutive days.

Section 21 of 21

PAYMENT DETAILS

This fee must be paid to the authority. If you complete the application online, you must pay it by debit or credit card.

Premises Licence Fees are determined by the non-domestic rateable value of the premises. Please see https://www.westsuffolk.gov.uk/Business/Regulation_and_Licensing/Licensing/Alcohol_and_entertainment/premiseslicence.cfm for more information.

To find out a premises non domestic rateable value go to the Valuation Office Agency site at http://www.voa.gov.uk/business_rates/index.htm

Band A - No RV to £4300 £100.00

Band B - £4301 to £33000 £190.00

Band C - £33001 to £8700 £315.00

Band D - £87001 to £12500 £450.00*

Band E - £125001 and over £635.00*

In all other cases, the premises shall be in Band A (i.e where NNDR does not apply) except where the premises is under construction, in which case it shall be in Band C.

*If the premises rateable value is in Bands D or E and the premises is primarily used for the consumption of alcohol on the premises then you are required to pay a higher fee

Band D - £87001 to £12500 £900.00

Band E - £125001 and over £1,905.00

There is an exemption from the payment of fees in relation to the provision of regulated entertainment at church halls, chapel halls or premises of a similar nature, village halls, parish or community halls, or other premises of a similar nature. The costs associated with these licences will be met by central Government. If, however, the licence also authorises the use of the premises for the supply of alcohol or the provision of late night refreshment, a fee will be required.

Schools and sixth form colleges are exempt from the fees associated with the authorisation of regulated entertainment where the entertainment is provided by and at the school or college and for the purposes of the school or college.

If you operate a large event you are subject to ADDITIONAL fees based upon the number in attendance at any one time

Capacity 5000-9999 £1,000.00

Capacity 10000 -14999 £2,000.00

Capacity 15000-19999 £4,000.00

Capacity 20000-29999 £8,000.00

Capacity 30000-39000 £16,000.00

Capacity 40000-49999 £24,000.00

Capacity 50000-59999 £32,000.00

Capacity 60000-69999 £40,000.00

Capacity 70000-79999 £48,000.00

Capacity 80000-89999 £56,000.00

Capacity 90000 and over £64,000.00

Fee amount (£)

190.00

Continued from previous page...

ATTACHMENTS

AUTHORITY POSTAL ADDRESS

Address

Building number or name	
Street	
District	
City or town	
County or administrative area	
Postcode	
Country	United Kingdom

DECLARATION

[Applicable to individual applicants only, including those in a partnership which is not a limited liability partnership] I understand I am not entitled to be issued with a licence if I do not have the entitlement to live and work in the UK (or if I am subject to a condition preventing me from doing work relating to the carrying on of a licensable activity) and that my licence will become invalid if I cease to be entitled to live and work in the UK (please read guidance note 15).

☒ Ticking this box indicates you have read and understood the above declaration

The DPS named in this application form is entitled to work in the UK (and is not subject to conditions preventing him or her from doing work relating to a licensable activity) and I have seen a copy of his or her proof of entitlement to work, if appropriate (please see note 15).

☒ Ticking this box indicates you have read and understood the above declaration

* CHECKLIST

☒ Ticking this box indicates you have read and understood the above declaration

* I have made or enclosed payment of the fee.

☒ Ticking this box indicates you have read and understood the above declaration

* I have enclosed the plan of the premises clearly indicating the area in which the licensable activities will take place

☒ Ticking this box indicates you have read and understood the above declaration

* I have enclosed the consent form completed by the individual I wish to be designated premises supervisor, if applicable

☒ Ticking this box indicates you have read and understood the above declaration

* I understand that I must now advertise my application and put up my blue notices

☒ Ticking this box indicates you have read and understood the above declaration

* I understand that if I do not comply with the above requirements my application will be rejected

☒ Ticking this box indicates you have read and understood the above declaration

Privacy Statement: West Suffolk Council is a Data Controller and can be contacted at: West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU. Tel: 01284 763233. The Data protection Officer can be contacted at the same address.

Continued from previous page...

We are collecting your personal information in order to process your application under the Licensing Act 2003. Your data will not be shared with third parties unless used for Council purposes, in order to enquire and receive information relating to your licence, prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation. Your data will be kept for 7 years post licence expiry/surrender in line with our retention policy. You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Automated decision making and processing is not used during this application. Please contact the Data Protection Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer. Any complaints regarding your data should be addresses to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner's Office at: Wycliff House, Water Lane, Wilmslow, Cheshire, SK9 5AF Tel: 0303 123 1113. If you do not provide the information required on the application form then we will not be able to process application for a licence. Your data must be kept up to date in accordance with the conditions of your licence. For further information on our Data protection Policies please go to our website: How we use your information or email: data.protection@westsuffolk.gov.uk

☒ Ticking this box indicates you have read and understood the above declaration

This section should be completed by the applicant, unless you answered "Yes" to the question "Are you an agent acting on behalf of the applicant?"

Full name	
Capacity	Director
Date	29 / 08 / 2025 dd mm yyyy
	Remove this signatory

Add another signatory

Once you're finished you need to do the following:

1. Save this form to your computer by clicking file/save as...
 2. Go back to to upload this file and continue with your application.
- Don't forget to make sure you have all your supporting documentation to hand.

IT IS AN OFFENCE LIABLE TO SUMMARY CONVICTION TO A FINE OF ANY AMOUNT UNDER SECTION 158 OF THE LICENSING ACT 2003, TO MAKE A FALSE STATEMENT IN OR IN CONNECTION WITH THIS APPLICATION

IT IS AN OFFENCE UNDER SECTION 24B OF THE IMMIGRATION ACT 1971 FOR A PERSON TO WORK WHEN THEY KNOW, OR HAVE REASONABLE CAUSE TO BELIEVE, THAT THEY ARE DISQUALIFIED FROM DOING SO BY REASON OF THEIR IMMIGRATION STATUS. THOSE WHO EMPLOY AN ADULT WITHOUT LEAVE OR WHO IS SUBJECT TO CONDITIONS AS TO EMPLOYMENT WILL BE LIABLE TO A CIVIL PENALTY UNDER SECTION 15 OF THE IMMIGRATION, ASYLUM AND NATIONALITY ACT 2006 AND PURSUANT TO SECTION 21 OF THE SAME ACT, WILL BE COMMITTING AN OFFENCE WHERE THEY DO SO IN THE KNOWLEDGE, OR WITH REASONABLE CAUSE TO BELIEVE, THAT THE EMPLOYEE IS DISQUALIFIED

OFFICE USE ONLY

Applicant reference number	
Fee paid	
Payment provider reference	
ELMS Payment Reference	
Payment status	
Payment authorisation code	
Payment authorisation date	
Date and time submitted	
Approval deadline	
Error message	
Is Digitally signed	☐

Digital Signature Information

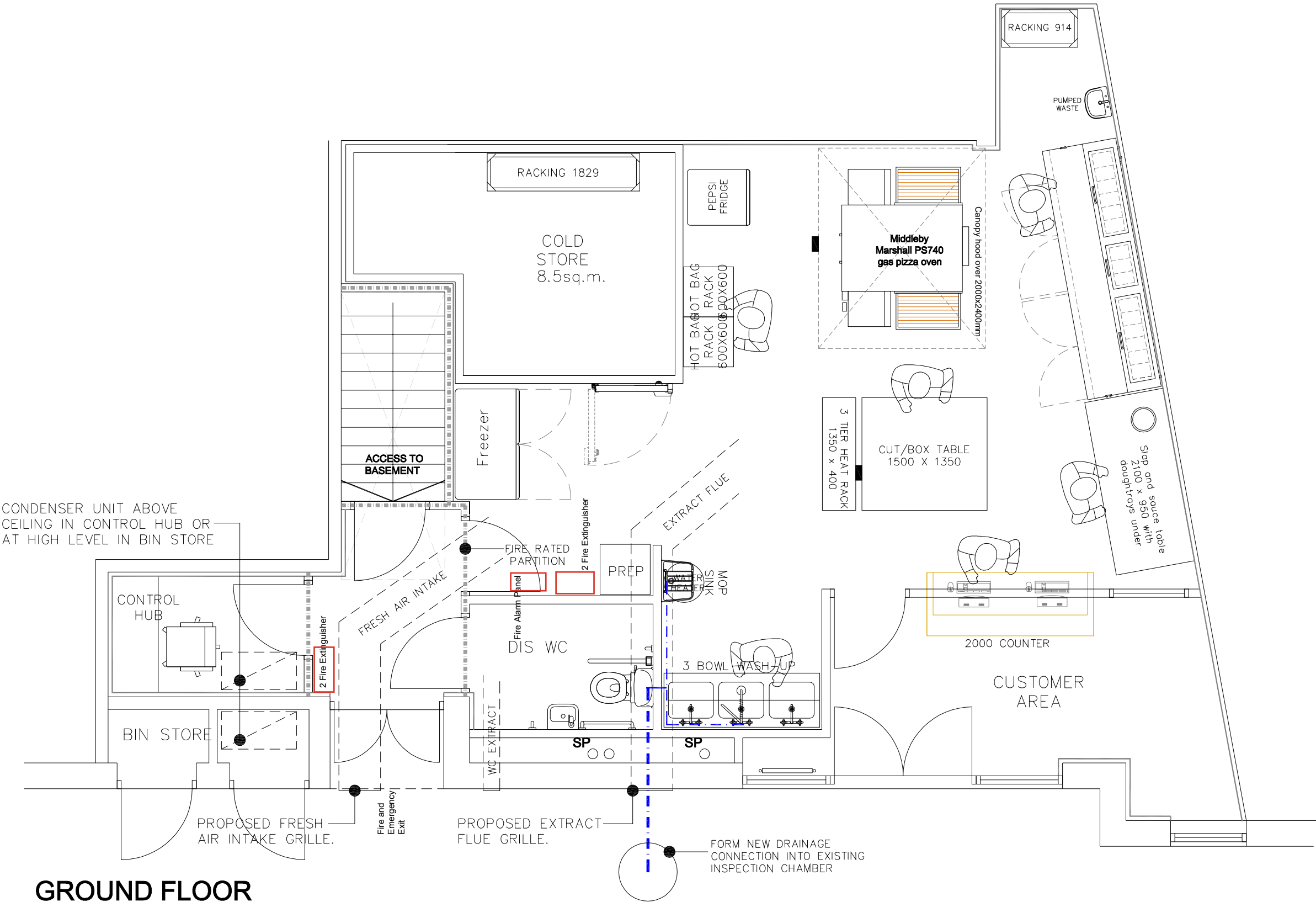
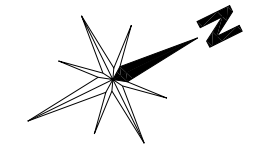
Signer's name	
Signer's contact information	
Signing time	
Signer status	
Signature status	
Certificate issuer	



CONTRACTORS MUST VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK ON SHOP DRAWINGS

IF THIS DRAWING EXCEEDS THE QUANTITIES IN ANY WAY THE ARCHITECTS ARE TO BE INFORMED BEFORE THE WORK IS INITIATED

MartinAnthonyDesign Copyright



CONDENSER UNIT ABOVE CEILING IN CONTROL HUB OR AT HIGH LEVEL IN BIN STORE

GROUND FLOOR
80.98sq.m . / 871sq.ft.

A	DRAWING REVISED	27.3.18	MAS
REV	AMENDMENT	DATE	CHKD
MARTIN AnthonyDesign			
CLIENT PapaJohns(GB)Ltd			
PROJECT UNIT 1 THE ISLAND NEWMARKET CB8 8FF			
DRAWING TITLE PROPOSED FLOOR PLAN			
SCALE 1:50@A3	DRAWN BY MAS	CHECKED -	DATE MAR'18
DRAWING NUMBER 00985-10			REVISION A

PUBLIC NOTICE
Application
Premises Licence – New Application

Name of Applicant: Ely PJ Ltd		Name of Premises: Papa John's	
Postal Address of Premises (or description of premises): 1 The Island Fred Archer Way Newmarket Suffolk CB8 8FF		This application may be viewed at: West Suffolk Council West Suffolk House Western Way Bury St Edmunds IP33 3YU	
Proposed Licensable Activities:			
Activity	Day/s	Times	
Late Refreshment (In/Outdoors)	Monday to Sunday	23:00 – 03:00	

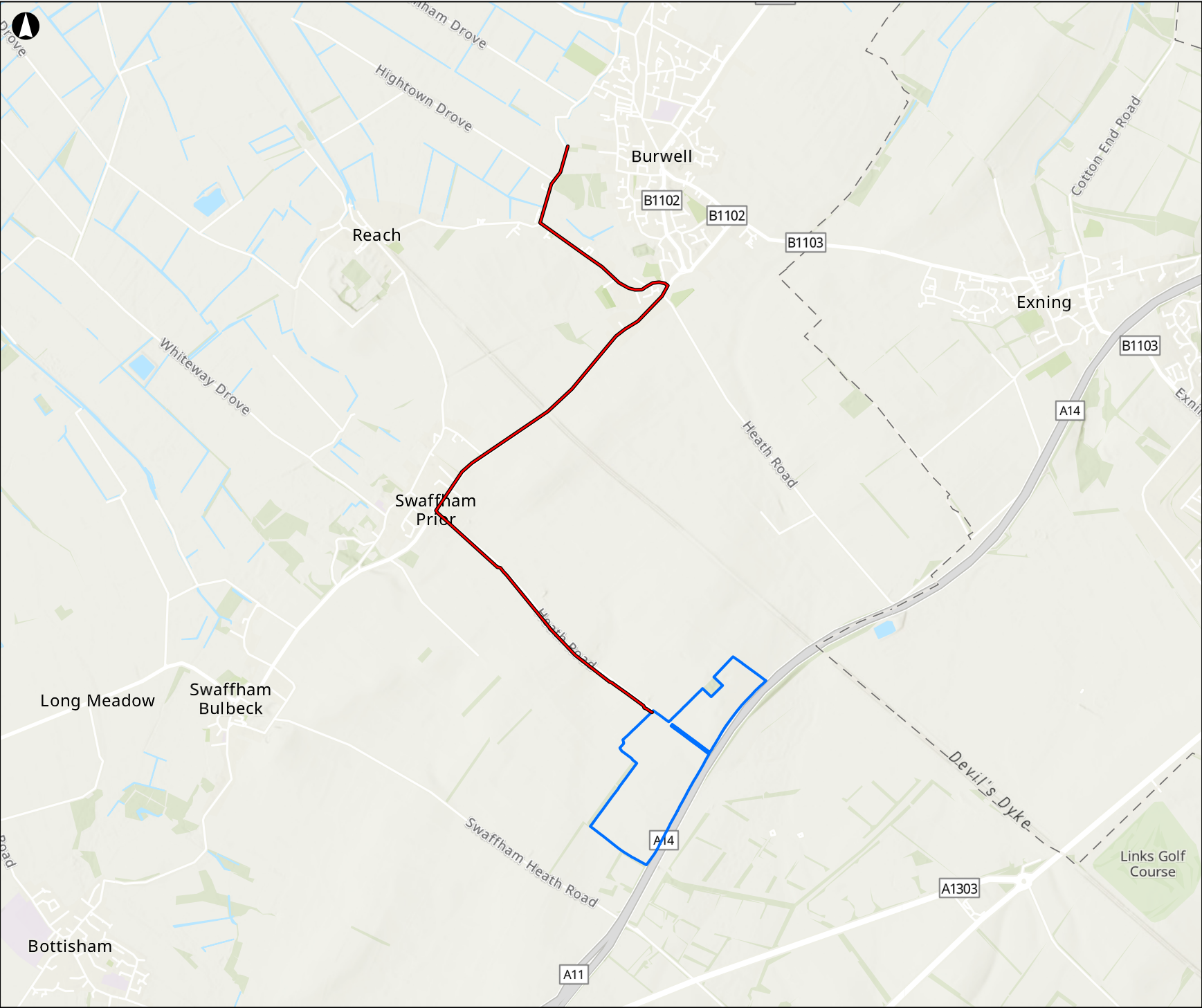
Date by which representations may be made to the Licensing Authority:

End Date: **29 September 2025**

Representations must be made in writing to West Suffolk Council (as the Licensing Authority) at the above address, or by e-mail to licensing@westsuffolk.gov.uk .

It is an offence knowingly or recklessly to make a false statement in connection with an application and the maximum fine for which a person is liable on summary conviction for the offence is unlimited.

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Legend

Cable Connection Route

Solar Development Site

Coordinate System: British National Grid

World Topographic Map: Esri UK, Esri, TomTom, Garmin, Foursquare, GeoTechnologies, Inc, METINASA, USGS.

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Metres

0

375

750

1,500

P01

03/07/2025

Rev

Date

By

Chkd

Appd

Authd

ARUP

Drawing Title

Figure 1.1

Site Location Plan

Client

Low Carbon Solar Park 42 Limited

Project Name

Long Barrow Solar

Scale at A4

1:40,000

Project Number

Rev

Drawing Number

1.1

© Arup 2025

Low Carbon Solar Park 42 Limited

Long Barrow Solar

Chapter 1: Introduction

July 2025

This report takes into account the particular instructions and requirements of our client. It is not intended for and should not be relied upon by any third party and no responsibility is undertaken to any third party.

Ove Arup & Partners Limited
10th Floor The Plaza
100 Old Hall Street
Liverpool
L3 9QJ
United Kingdom
arup.com

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1. Introduction

1.1 Background

- 1.1.1 Low Carbon Solar Park 42 Limited (hereafter referred to as ‘the Applicant’) is seeking planning permission from East Cambridgeshire District Council (ECDC), as the local planning authority (LPA), to construct and operate a solar farm. The proposed solar farm would generate approximately 49.9 megawatts (‘MW’) output capacity (hereafter referred to as ‘the Proposed Development’). The ‘Site’ consists of two key areas; the photovoltaic (PV) farm (referred to as the ‘Solar Development Site’), and an electrical connection cable route (referred to as the ‘Cable Connection Route’). The Solar Development Site is located approximately 2.2km south of Swaffham Prior village and consists of agricultural fields.
- 1.1.2 The total area of the Site is approximately 80 hectares (ha) with approximately 75ha within the Solar Development Site and approximately 5ha within the 6.6km Cable Connection Route which will connect the Proposed Development to the existing UK Power Networks (UKPN) Substation to the north of the Proposed Development.
- 1.1.3 The Proposed Development falls within Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017, as amended (‘the EIA Regulations’) (UK Statutory Instruments, 2017). The Proposed Development has not undertaken formal EIA Screening or Scoping. Part of the Site has previously undergone EIA Screening (21/00854/SCREEN) and Scoping (21/01276/SCOPE) in 2021 for a different 49.9MW solar farm with battery energy storage across an area of 59ha. The Screening Opinion for the previous development has been taken into consideration when preparing the EIA scope for the Proposed Development and pre-application consultation has taken place between ECDC and the Applicant to agree the scope and approach. A Pre-application response was received from ECDC in September 2023.
- 1.1.4 The findings of the EIA undertaken are presented within this Environmental Statement (ES), which accompanies the application for planning permission for the Proposed Development. The ES is designed to inform readers of the nature of the Proposed Development, the likely environmental effects, and the measures proposed to protect the environment. Further detail on this is provided in **Chapter 3: EIA Assessment Methodology**.
- 1.1.5 This chapter is supported by **Figure 1.1: Site Location Plan (ES Volume III)**.

1.2 Solar Farms in the UK

- 1.2.1 The Proposed Development responds to the UK Government’s support for solar energy by providing a renewable energy supply that would reduce carbon emissions and assist in establishing a greater diversity of energy sources in the UK.
- 1.2.2 The Proposed Development would provide vital new energy infrastructure required to ensure security of supply to the UK, supporting the Department for Energy Security and Net Zero (DESNZ) in providing a more sustainable, low carbon economy. Solar power provides an important role in moving the UK away from its reliance on fossil fuels. The Proposed Development would also provide a positive contribution to the UK’s carbon reduction targets.

1.3 The Proposed Development

- 1.3.1 The Proposed Development would comprise a solar PV farm and associated infrastructure on approximately 75ha of land to the south of Swaffham Prior village (see **Figure 1.1 in ES**

Volume III). It is estimated that the solar PV panels would generate approximately 49.9MW of electricity, which is enough to power approximately 14,000 homes and displace approximately 9,500 tonnes of CO₂ per annum. The operational life of the Proposed Development is expected to be 40 years. The Proposed Development would comprise the following elements (subject to detailed design):

- Rows of solar PV panels;
- Approximately 18 inverters and transformers (within enclosed structures);
- One DNO (Distribution Network Operator) Substation and one Customer Substation/ Switchgear;
- An underground electrical cable connection to an existing UKPN Substation north of the Site (referred to as the 'Cable Connection Route');
- Internal access tracks;
- Internal buried cabling;
- Perimeter fence; and
- Closed circuit television (CCTV) cameras.

1.3.2 Further detail on the Proposed Development is contained within **Chapter 4: Proposed Development Description, Design Evolution and Alternatives.**

1.4 The Site and Setting

1.4.1 The Solar Development Site is located on agricultural land approximately 2.2km south of Swaffham Prior village. The Site is entirely within the administrative area of Cambridgeshire County Council and East Cambridgeshire District Council and is centred on National Grid Reference TL 58987 62289.

1.4.2 The Solar Development Site is currently used as agricultural land and is bounded by:

- Newmarket Bypass (A14) to the south and east;
- Agricultural land to the north; and
- Partridge Hall Farm and further agricultural land to the west.

1.4.3 The Cable Connection Route extends for approximately 6.6km across agricultural land adjacent and parallel to Heath Road, with a further section within the highways along the B1102, Reach Road and Weirs Drove. The Cable Connection Route includes a buried cable connection to connect the Solar Development Site with the existing UKPN Substation.

1.4.4 The wider area is rural in character. Beyond the farmsteads bordering the Site, residential and commercial properties are located in neighbouring small villages, the closest of which is a plant hire company.

1.4.5 The Solar Development Site is crossed by a public right of way (PRoW), which passes through the western section of the Solar Development Site.

1.4.6 Further information on the Site and its surroundings are detailed within **Chapter 2: Site Description.**

1.5 Legislation, Planning Policy and Guidance

- 1.5.1 This EIA has been undertaken with reference to local and national planning policy. Further details regarding the planning policies relevant to the Proposed Development are presented in the supporting Planning, Design and Access Statement submitted within the planning application and within **Chapter 5: Planning Policy Context**.

1.6 Environmental Statement Structure

- 1.6.1 This ES is split into three volumes (Volumes I to III) and a Non-Technical Summary (Volume IV). Volume I is the Main Report, Volume II is the accompanying Technical Appendices and Volume III is the accompanying Figures.
- 1.6.2 These documents and their components are described fully in **Chapter 3: EIA Assessment Methodology**.

1.7 Consultation

- 1.7.1 Consultation is integral to development proposals and related assessments that accompany an application for planning consent. The views of stakeholders serve to focus the environmental studies and to identify specific matters that require further investigation, as well as to inform aspects of the design of the Proposed Development. The scope of the technical assessments included in this ES have been consulted upon with key stakeholders, as detailed within **Chapters 6 to 8**.

1.8 Competence

- 1.8.1 Regulation 18 (5) of the EIA Regulations (UK Statutory Instruments, 2017) requires that in order to ensure the completeness and quality of the ES, the developer must ensure that the ES is prepared by competent experts and the ES must be accompanied by a statement from the developer outlining the relevant expertise or qualifications of such experts. In this regard, the EIA Lead, who has coordinated the preparation of this ES, is a full member of the Institute of Environmental Management and Assessment (IEMA) and a Chartered Environmentalist (CEnv). In addition, Arup are IEMA EIA Quality Mark accredited. Inputs across the various technical environmental disciplines have been provided by appropriately qualified discipline technical specialists.
- 1.8.2 The EIA Team have all carried out a number of previous EIAs and produced ESs for a wide variety of developments, including those similar to the Proposed Development. It is thus considered that the EIA Team who have prepared this ES comply with the requirements of Regulation 18 (5). Further information on the EIA team and relevant competence is detailed in the table below.

1.9 EIA Team

Table 1-1: EIA Team

Organisation	Expertise/EIA Input
Low Carbon Solar Park 42 Limited	Low Carbon Solar Park 42 Limited (c/o Low Carbon UK Solar Investment Company Ltd) is the Applicant and has provided input into the ES introductory chapters (Chapters 1-4).
Arup	EIA Co-ordinators; Authoring the ES introductory chapters (Chapters 1 – 4), cumulative effects assessments (Chapter 9) and the summary chapter (Chapter 10); and

Organisation	Expertise/EIA Input
	Preparation of the Non-Technical Summary (ES Volume IV).
DWD	Planning consultants and authors of Chapter 5: Legislative Framework and Policy Context.
Kernon	Agricultural specialist and authors of Chapter 6: Agricultural Land and Soils. Tony Kernon BSc (Hons), MRICS, FBIAC, who has over 35 years of experience in assessing the effects of development proposals on agricultural land and businesses.
Cotswold Archaeology	Archaeologists and authors of Chapter 7: Cultural Heritage. Cotswold Archaeology is a Registered Organisation with the Chartered Institute for Archaeologists (CIfA).
RHLA	Landscape architect and author of Chapter 8: Landscape and Visual Amenity. The LVIA has been undertaken by a Chartered Landscape Architect (CMLI) and Practitioner of the Institute of Environmental Management and Assessment (PIEMA), with 20 years' experience in LVIA and landscape design. This includes extensive experience of solar projects and schemes in East Cambridgeshire and West Suffolk

1.10 Other Documents

1.10.1 The ES forms part of the supplementary information supplied to ECDC with the Proposed Development planning application. The following documents, which do not form part of the ES, will also be submitted:

- Application Cover Letter;
- Application Form and Certificates;
- Community Infrastructure Levy ('CIL') form;
- Application drawings;
- Planning, Design and Access Statement;
- Site Selection Report;
- Consultation Report;
- Transport Report;
- Construction Traffic Management Plan;
- Flood Risk Assessment and Drainage Strategy;
- Preliminary Ecological Appraisal;
- Glint and Glare Assessment;
- Arboricultural Impact Assessment; and
- Noise Assessment.

References

UK Statutory Instruments, 2017. *The Town and Country Planning (Environmental Impact Assessment) Amendment Regulations*. [Online]
Available at: <https://www.legislation.gov.uk/uksi/2017/571/regulation/18>
[Accessed 23 June 2025].