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Proposed Development of 32 Extra Care Units  
Land to the rear of Bollingbroke House, Brierley, Barnsley

## Design and Access Statement

Prepared by  
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## **1. Introduction**

This Design and Access Statement is produced in support of a planning application to Barnsley Metropolitan Borough Council in respect of the proposed development of a bespoke care accommodation in the form of a four storey building to be located to the rear of the existing care home, known as Bollingbroke House. This statement will include a written description of the proposed development and explanation on the design rational behind the scheme. It will also provide justification for the proposal and explain why we consider it is consistent with relevant national and local planning policies and guidance. This statement will also address the following issues arising from the proposal:

- The presence of 'very special circumstance' to justify the proposed extra care accommodation within the Greenbelt
- Impact of the proposed development on the open character of the Greenbelt
- Impact of the proposed development on the character and appearance of the Brierley conservation area

The proposal now before the Local Planning Authority has been developed following the pre-application enquiry with the officers of Barnsley Metropolitan Borough Council (undertaken in February 2016), regarding the principle of the proposed development (Pre-application reference: 00697). This Design and Access Statement should be read in conjunction with the supplementary planning statement, planning drawings, and other supporting documents submitted within this application.

## **2. Site Context**

Bollingbroke House Care Home occupies a large plot of land on the outskirts of the village of Brierley near Barnsley. The site extends to 0.54 hectare (1.32 acres) being bounded by Common Road to the north and open field to the east and south with a large residential property to the west. As illustrated in the Council's UDP proposal map, the site is located within the designated greenbelt, and along with premises located to the north of Common Road, Bollingbroke House falls within the Brierley Conservation Area, which encompasses the rear of the Bollingbroke House and its neighbouring properties to the south of Common Road. It is understood that the Brierley Conservation Area has been designated for its varied character and local interest, without a dominant building form, or show a consistency of character.

Bollingbroke House currently provides 28 bedrooms (including 5 shared rooms) over two floors. As one of the larger houses within the village, Bollingbroke House was built soon after World War II, and originally utilised as a residence for the owner of nearby brickworks. In terms of design and appearance, the original Bollingbroke House was pleasantly proportioned with brick elevations under a hipped slate roof, with features such as a portico entrance under a gable roof, timber sash windows with arch top, and arched doorways, and brick chimney stacks. Over the years, the building has been altered and extended in several occasions in order to meet the operational requirements of the care home, which have, to some extent, compromised the character of the original building.

Bollingbroke House in its current condition is considered to have a neutral impact on the character of the Brierley conservation area.

In terms of topography, the land of Bollingbroke House slopes significantly from northwest to southeast (down from Common Road), with the existing care home building sitting 2 metres below the level of Common Road, and a fall of a further 12 metres down to the rear boundary. The sloping nature of the site poses challenges for floor levels and accessibility within the site. Currently, there are significant numbers of trees along with other vegetation occupying the site and providing a natural screening to the existing building from the views of Common Road and neighbouring land. These trees are generally of good quality, providing significant visual amenity both as a group and as individual specimens. The existing trees form an important part of the local character and contribute positively towards the conservation area. Given the sloping nature of the site and the presence of the existing trees and vegetations, Bollingbroke House does not appear to impose significant visual impact on the openness of the greenbelt.

Currently, access to the site is gained from Common Road, with a single unsegregated vehicle/pedestrian access point, located at the northwest corner of the site boundary. At present there is a car park located to the front of the existing building. This car park is unmarked and informally laid out, and have been used by staff and visitors of the existing care home over the years. There is no dedicated turning facility within the existing parking area. All vehicles currently have to utilise unused areas of the car park to manoeuvre.

The immediate context to Bollingbroke House care home is predominately residential, with a mixture of suburban houses generally set within mature grounds with extensive tree coverage. The building immediately adjacent to Bollingbroke House, known as Lindley House, is a stone built detached building with the appearance of a mock castle. The wider area adjacent to Bollingbroke House, particularly along Common Road, is renowned for its historic character, architectural quality of buildings, and spacious and leafy character.

So far as flood risk is concerned, the site is situated outside the higher flood risk zones (flood risk zone 2 and 3) according to the Environment Agency's Flood Risk Map. Given this flood zone 1 status, a site specific flood risk assessment is not required in this instance.

### **3. Site Planning History**

Planning permission, originally granted in May 2009 (2009/0024) and extended in May 2012 (2012/0243) provides for the erection of a 60 bed nursing home at the site of Bollingbroke House in the village of Brierley. Conservation area consent for the demolition of Bollingbroke House was first granted by the Local Planning Authority in April 2009 under reference 2009/0073. The life of that approval was subsequently extended on 18/05/2012 under reference 2012/0244 such that the consent remains valid until 17/05/2015.

In April 2015, a S.73 application for the variation of Condition 2 attached to the conservation area consent 2012/0244 was submitted and subsequently approved by the Council. The new condition 2 now reads as follows:

“The existing care home known as Bollingbroke House shall only be demolished following the completion of ‘Phase 1’ of the new care home development approved under 2012/0243 and identified under drawing reference F1905/901/A.”

In May 2015, material development (digging a trench which is to contain part of the foundations) has been carried out under planning permission 2012/2043, which is thereby saved from the normal expiry provisions. Therefore, this permission has been lawfully commenced.

#### **4. Relevant Planning Policy and Guidance**

##### Development Plan Document

The statutory plan sets out the local planning authority’s policies and proposals for developments, use of lands and buildings in the authority’s area. Barnsley’s current statutory Development Plan consist of the Core Strategy, the Barnsley Education Site Development Plan Document (DPD), the Joint waste Plan and the remaining saved policies of Unitary Development Plan. In relation to the proposed development of extra care accommodation within the ground of Bollingbroke House, the followings development plan policies are considered the most relevant:

- Barnsley Core Strategy (adopted September 2011)

##### Policy CSP2 – Sustainable Construction

This policy requires development proposals to demonstrate how they minimise resource and energy consumption, compared to the minimum target under current Building Regulations legislation, and how they are located and designed to withstand the longer term impact of Climate Change. This policy also requires all non-residential developments to achieve at least BREEAM standard of ‘very good’ or equivalent.

##### Policy CSP3 – Sustainable Drainage System

This policy expects all developments to use Sustainable Drainage Systems (SUDs) and only in exceptional circumstances where it can be demonstrated that all types of SUDs are impractical, will other drainage management systems be permitted. It also requires planning application to include an assessment to show that SuDs will work and be maintained. This policy also requires developers to contribute to the maintenance of SuDs.

##### Policy CSP5 – Including Renewable Energy in Development

Policy CSP5 requires all development either new build or conversion) of 10 or more dwellings or 1000 sq.m of non residential floor space will be expected to incorporate decentralised, renewable or low carbon energy sources and other appropriate design measures sufficient to reduce the development’s carbon dioxide emissions by at least 15% for applications submitted up to 2015, rising to 20% for applications submitted thereafter subject to such measures being practicable and not unacceptably prejudicing the viability of the development. Where it is not appropriate to incorporate such provisions within the development, an off site scheme, or contribution to such may be acceptable.

##### Policy CSP14 -Housing mix and efficient use of land

This policy requires housing proposals to include a broad mix of house size, type and tenure to help create mixed and balanced communities. Homes must be suitable for different types of households and be capable of being adapted to meet the changing needs of the population.

#### Policy CSP29 – Design

This policy sets overarching design principles for the borough to ensure that development is appropriate to its context, and improves what needs improving, whilst protecting the existing character of the built up area.

#### Policy CSP 30 – The Historic Environment

In relation to the development proposals potential affecting the historic environment, Policy CSP30 requires developments to protect or improve the character and appearance of existing heritage assets, and encourage the management, conservation and enjoyment of Barnsley historic environment.

#### Policy CSP34 – Protection of Green Belt

This policy is in conformity with the NPPF, and aims to protect the Green Belt the primary purpose of which in Urban Barnsley is to prevent the built up areas merging with the surrounding settlements and to maintain the separate identity and character of these settlements in relation to surrounding countryside and landscape features.

#### National Planning Policy Framework

The National Planning Policy Framework was published by DCLG in March 2012. This document replaces the previous national guidance on various planning subjects. The NPPF sets out 12 core land-use planning principles which underpin both plan and decision makings. At the heart of these principles is a presumption in favour of sustainable development.

With regard to Greenbelt, paragraph 79 of the NPPF confirms that the Government attaches great importance to Green Belts. The fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts are their openness and their permanence. Paragraph 80 confirms that the Green Belt serves five purposes, namely: -

- to check the unrestricted sprawl of large built-up areas;
- to prevent neighbouring towns merging into one another;
- to assist in safeguarding the countryside from encroachment;
- to preserve the setting and special character of historic towns; and
- to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

Paragraph 87 of the NPPF confirms that as with previous Green Belt policies, inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances. Paragraph 88 advises that when considering any planning application, local planning authorities should ensure that substantial weight is given to any harm to the Green Belt. 'Very special circumstances' will not exist unless the potential harm to the Green Belt by reason of

inappropriateness, and any other harm, is clearly outweighed by other considerations. Paragraph 89 confirms that Local Planning Authority should regard the construction of new buildings as inappropriate development.

In relation to the development within the historic environment, Principle 12 of the NPPF requires great weight to be given to the conservation of historic assets, to conserve and enhance the historic environment. Paragraph 129 requires LPAs to identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) to avoid or minimise conflict between the conservation of heritage assets and any aspect of the proposal.

## **5. The Proposal**

### Principle of the Development

In order to establish the planning authority's view on the proposed extra care accommodation within the curtilage of Bollingbroke House Care home, a pre-application submission was lodged with Barnsley Metropolitan Borough Council in late 2015. Through the pre-application discussions, it has been established that the proposal is indeed an inappropriate form of development within the Greenbelt, and 'very special circumstances' are required to be demonstrated in accordance with paragraph 88 of the NPPF and Core Strategy Policy CSP17 of the Local Plan.

Considering the policy position in relation to 'inappropriate' development within the designated greenbelt, the officer advised that further information is required on the following subjects:

- Details on a typical assisted living client (their age bracket, level of mobility, need of care, etc), which should then lead into an understanding of matters such as likely car ownership, levels of care required, and staff ratios;
- Understanding of the need for extra care accommodation within the borough;
- The relationship between the proposed new extra care accommodation and Bollingbroke House in terms of amenity impact

In the light of the pre-application advice from the officer and the policy backdrop for development within the greenbelt, the applicant has put forward the 'very special circumstance' in the supplementary planning statement submitted with this application, which covers the following subject areas:

- The need for assisted living (extra care) facilities within Barnsley area as identified in the Strategic Housing Market Assessment 2014;
- Benefits that result in the proximity of the extra care facility to the care home to provide a community to cater for the care needs; and
- Creation of an additional 20 jobs on site;
- Preservation and enhancement of the existing heritage assessment (Brierley Conservation Area)
- Presence of fallback position

The detailed analysis in the supplementary planning statement suggests that the 'very special circumstances' do exist, and clearly outweigh the limited harm to the greenbelt resulting from this proposal. The applicant considers the principle of the proposed scheme and the long term prospect

of the site as a whole accord well with both nationally and locally adopted policies, therefore should be considered acceptable in planning terms. The design elements of the proposal, including the impact of the proposed extra care accommodation on the amenity of the existing care home will be discussed in the sections below.

### Use

In essence, the proposal now before the Local Planning Authority is for the development of a four storey building within the curtilage of the Bollingbroke House care home. The proposed new building would accommodate 32 extra care apartments. Each of those units would contain one or two bedrooms with private living space and en-suite.

In terms of the use class, we consider extra care (assisted living) is not one simple concept with a statutory definition. There has been extensive discussions among planning professionals on whether extra care accommodation should be classified under C2 (residential institution) or C3 (dwellinghouses). In planning practice however, it has been increasingly accepted by the Planning Inspector and local authorities across the country that such type of care facility should be classified as under C2 category (particularly those attached to the existing care home operations) for the reasons as follows:

- The units are not for sale on the open market, and restricted by a Section 106 obligation requiring occupants to be either in need of specified level of care or in receipt of a specified minimum package of care services and/or above a specified minimum age;
- The care provider/operator applies eligibility criteria and undertaking an initial assessment of care needs with regular reviews and monitoring, and the person(s) cannot occupy the extra care units unless those eligibility criteria are met;
- Given the additional cost involved in paying for care and accommodation, it makes sense for the units to be occupied by those in genuine need of care;
- The involvement of a registered Care Quality Commission care provider in the delivery of care;
- The availability of care rather than an absolute requirement to receive a pre-determined package may be sufficient, especially relative to older persons where a degree of future inevitably decline can reasonably be built into the model

The proposed development of the extra care units on land to the rear of Bollingbroke House care home is expected to bring further economic benefits to the local economy by creating new job opportunities. Furthermore, extra care (assisted living) housing has been identified as one of the priority for provision of specialist accommodation by the Barnsley Strategic Housing Market Assessment (2014). The current proposal for the development of 32 extra care apartments responds to the growing demand for such facilities within catchment of Barnsley Borough.

### Amount

As illustrated in the drawings accompanying this application, the proposed extra care units is to be situated behind the existing care home, providing 32 extra care apartments over four floors. The proposed unit would contain either one or two bedrooms, with incorporated lounge, bathroom and ensuite to each unit.

The proposal also involves rearranging the existing car park to the front of Bollingbroke House to provide 19 parking spaces (including 1 disabled parking space) for the use of the staff and visitors of the existing care home and the proposed extra care units. Given the physical condition and age profiles, the residents of the existing care home and the proposed extra care accommodations are not expected to be car owners, therefore no parking will be provided for the residents of the care home or extra care apartments.

### Layout

As illustrated in the submitted plans, the proposed extra care unit will be a 4 storey building siting to the rear of the existing care home building. Given the sloping nature of the site, the proposed building would sit at a much lower ground, approximately 3 to 4 meters below the level of the host building. It also provides the opportunity for creating a four storey building which steps down the hillside, and predominately appears outwardly as a lower addendum to host building.

A comparison between the footprint of the previously approved scheme (for example proposed site plan reference F1905/901A attached to 2012/0243) and that now put forward with this submission shows little difference between the two. Likewise, the scale of elevations, notably the sections through, illustrates little change by ways of material difference. In any case, the proposed new extra care unit would be located to the rear of the existing care home on land which falls away therefore making it difficult for the building to be seen from Common Road and other public vantage points.

The sloping nature of the site poses challenges for the provision of accessible outdoor amenity spaces at the ground level. However this has been overcome by creating an elevated balcony space between the existing care home and the proposed extra care unit. The balcony can be accessed from the ground floor of the existing care home and second floor of the proposed building respectively. This balcony will be laid out as an external communal sitting area for the residents of the extra care apartments and the existing care home. Further, a rear enclosed garden area with looped footpath will also be formed by retaining the existing vegetations on site with new planting and landscaping to provide a pleasant outdoor recreational area for the residents.

As the site is well screened by significant matured trees and variety of high vegetations at each side, the proposed building would be well screened and almost unnoticeable as seen from the neighbouring properties and lands. To the east, the nearest residential properties is located approximately 140 sq. m away from the eastern boundary of the application site, with an extensive area of open field between. Viewed from the field to the rear where the land falls away from the site, the proposed extra care unit will tend to merge with the existing care home. As viewed from the neighbouring properties to the southwest (known as Old Brierley Hall), the proposed extra care unit is positioned more than 80 metres away. This kind of separation distance, together with the natural screen provided by the existing trees and plantings along the boundary of the site, would sufficiently prevent any direct impact on the amenity of the neighbouring building or direct overlooking into the neighbouring lands.

In terms of site access, the vehicular access point has been effectively dictated at the west side of the site, because it already exists and as a consequence it is logical only to modify the parking area on this part of the site to achieve an adequate and appropriate layout, as well as incorporating a safe and protected pedestrian access from Common Road.

### Appearance

As stated in the sections above, the site and its adjoining area is situated within the designated Brierley Conservation area, which, according to Barnsley Core Strategy Policy CSP29 and CSP30, requires the developments to be of highest quality of design and materials, to enhance and preserve its character and appearance. It is also considered that the development would have its own identity and yet relates well to support the local character.

Although the existing Bollingbroke House care home still contains some original architectural features which reflects the history of the building, the building has been altered and extended significantly over the years, which has unfortunately compromised its original character and appearance. Bollingbroke house in its current condition is considered to have neutral impact on the conservation area.

Given the above points, we consider it is more appropriate for the proposed extra care unit to adopt a contemporary design approach to provide enough contrast between the old and new, rather than a 'pastiche' design to conform to the appearance of the existing Bollingbroke House, which, in its current form only retains limited architectural merits. As shown in the proposed elevational drawings, the proposed building will stand along with its own merits rather than become a supplementary unit of the existing care home, by utilising features such as a combination of low-slope roof and flat roof, glazed terraces, metal framed Juliet balconies, etc. Further, a selection of surfacing materials including coloured cladding, facing brickwork and rendered panels are to be incorporated into the design to provide greater visual and textural interest to the building elevations.

Considering the sloping nature of the site, existing trees & vegetations along the boundaries, and the position of the existing site access, the southwest elevation of the proposed extra care unit is to be the most visually imposing to the public, and the rest of the building is expected to be well screened from the public view. Should the building being visible from neighbouring lands in winter months, the proposed extra care unit is appropriate proportioned to reflect the height and scale of the existing care home building to its front. Through the use of contemporary design features and modern building materials, the proposed building is expected to bring a unique architectural interest to the townscape.

### Landscaping

As illustrated in the arboricultural survey, there are currently a significant number of trees within the boundary of the application site. Most of those trees are of reasonable quality and contribute positively towards the setting and character of the conservation area. Therefore, most of the existing trees will be protected, continuing to provide natural screening to the site, and minimising any potential impact of the proposal on the street scene and neighbouring land.

As a consequence, the proposed extra care unit is designed around the existing trees within the site to minimise the level of disturbance. As shown in the proposed site layout plan, the building would have little impact on the root protection area of the significant trees and mature vegetations within the site, and only a small number of insignificant plants will be removed from the site to accommodate the proposed development and revised parking layout.

#### Amenity Impact

At the pre-application stage, concerns were raised by the Council's officers regarding the impact of the new building on the Bollingbroke House, particularly on its rear elevation, given the height of the proposed extra care unit and the separation distance between the two buildings. Having reviewed this with the applicant, the proposed scheme has been designed to ensure that a minimum 22 metres separate distance between the habitable windows on the rear elevation of the existing care home and the proposed new building can be achieved to avoid any potential risk of overlooking. Although the stairwell of the proposed new building is situated only 8.5m away from the rear of the care home, there is no window inserted on this section of the building to cause overlooking or light spills.

To further assess the impact of the proposed extra care unit on the outlook for the habitable windows on the rear elevation of the existing care home, a 25 degree analysis has been carried out by the architect to assess whether the proposed building subtend an angle of angle of 25 degrees measured at the centre of the first floor window (figure 6 BRE: Site Layout Planning for Daylight and Sunlight- A Guide to Good Practice). As illustrated in the site section drawings, the angle are no more than 25 degrees. According to the BRE (A Guide to Good Practice), if this angle is less than 25 degree for the whole of the development, then it is unlikely to have substantial effect on the diffuse skylight enjoyed by the existing care home residents.

#### Access and Parking

The existing access taken from Common Road will be retained and continue to be used as main access for Bollingbroke House Care Home and the proposed extra care unit. Within the hard surfaced area to the front of Bollingbroke House, 19 car parking spaces are to be provided for both the existing care home and the proposed extra care unit. These new car parking spaces are designated for the use of staff, visitors and delivery vehicles. Given the residents of the care home and the proposed extra care unit are not expected to be car owners, this level of parking provision is considered to be sufficient and overspill parking from the site onto Common Road is very unlikely to occur. As a part of the proposal, four 'Sheffield' cycle stands (storing eight bicycles) will be provided within the site for the use of staff and visitors.

## **6. Conclusion**

Overall, we believe the proposal now before the Local Planning Authority has successfully addressed the relevant issues identified at the pre-application enquiry stage. The applicant considers the proposed scheme is of appropriate design and scale to comply with relevant policies expressed within Barnsley Development Plan documents.

Whilst we acknowledge the site falls within statutory greenbelt, and the proposed extra care unit constitute inappropriate form of development within Greenbelt, our analysis in the planning statement accompanying this submission suggests that the 'very special circumstances' do exist, and clearly outweigh the limited harm resulting from this proposal.

Given the above, the applicant considers the proposed scheme and the long term prospect of the site as a whole accord well with both nationally and locally adopted policies; the Council are respectfully requested to recommend grant of full planning permission.

## Appendix I

### Pre-application Correspondences

## Shanshan Chen

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**From:** Burton , Andrew [AndrewBurton@barnsley.gov.uk]  
**Sent:** 12 May 2016 15:58  
**To:** Shanshan Chen; Richard Borrows; John Stockill  
**Cc:** Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Dear Shanshan,

The statement reads well in my opinion and is convincing but obviously the Council would need to see the details of the application to make sure that we agree with the views expressed within the document. The application shall be the test of that.

Kind Regards,

Andrew Burton  
Senior Planning Officer (Outer Area Team)  
Development Management  
Barnsley Metropolitan Borough Council  
Development Services  
PO Box 604  
Barnsley  
S70 9FE  
Tel: 01226 774718  
E-Mail: andrewburton@barnsley.gov.uk

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**From:** Shanshan Chen [mailto:s.chen@wardpc.co.uk]  
**Sent:** 11 May 2016 16:56  
**To:** Burton , Andrew; Richard Borrows; John Stockill  
**Cc:** Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Dear Mr Burton,

We spoke last week regarding the planning statement submitted to you on 12/04/2016 in relation to the pre-app enquiry for the development of assisted living unit on land to the rear Bollingbroke House care home. The purpose of the planning statement is to provide justification for the proposed development within the designated Greenbelt and conservation area, and to demonstrate the existence of 'very special circumstance' which we believe would outweigh the harm to the greenbelt.

Our client intends to submit the formal planning application to the Council in the next week. We will be very grateful should you be to provide us with feedbacks and comments on the supporting statement at your earliest convenience, so that we can advise our client whether it is appropriate to progress the proposal within that tight schedule. Many thanks and we look forward to hearing from you.

Kind regards  
Shanshan Chen



Shanshan Chen / Chartered Town Planner  
BSc, MSc, MA, MRTPI / [s.chen@wardpc.co.uk](mailto:s.chen@wardpc.co.uk)



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**From:** Richard Borrows  
**Sent:** 12 April 2016 10:56  
**To:** Burton , Andrew  
**Cc:** Mitesh Dhanak; Simon; Matthew Mortonson; Shanshan Chen  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Andrew  
Please find enclosed our further comments regarding assisted living following our meeting of 26/02/16.  
By all means come back to me if you wish to discuss further

Regards

Richard Borrows

---

**From:** Burton , Andrew [<mailto:AndrewBurton@barnsley.gov.uk>]  
**Sent:** 11 February 2016 15:22  
**To:** Richard Borrows  
**Cc:** Smith , Matthew; Mitesh Dhanak; Simon; Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Correct Richard. Westgate Plaza One is the name of the building. See you on the 26<sup>th</sup>.

Kind Regards,

Andrew Burton  
Senior Planning Officer (Outer Area Team)  
Development Management  
Barnsley Metropolitan Borough Council  
Development Services  
PO Box 604  
Barnsley  
S70 9FE  
Tel: 01226 774718  
E-Mail: [andrewburton@barnsley.gov.uk](mailto:andrewburton@barnsley.gov.uk)

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**From:** Richard Borrows [<mailto:r.borrows@wardpc.co.uk>]  
**Sent:** 11 February 2016 14:38  
**To:** Burton , Andrew  
**Cc:** Smith , Matthew; Mitesh Dhanak; Simon; Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Andrew  
Thanks for this.  
Are you still in that very flash glass and steel building?  
If so then yes I know where you are

See you on 26<sup>th</sup> February

Regards  
Richard Borrows

---

**From:** Burton , Andrew [<mailto:AndrewBurton@barnsley.gov.uk>]  
**Sent:** 11 February 2016 09:15  
**To:** Richard Borrows  
**Cc:** Smith , Matthew; Mitesh Dhanak; Simon; Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Richard,

Yes that date and time are good for me. See you then.

Are you familiar with the location of our offices?

Kind Regards,

Andrew Burton  
Senior Planning Officer (Outer Area Team)  
Development Management  
Barnsley Metropolitan Borough Council  
Development Services  
PO Box 604  
Barnsley  
S70 9FE  
Tel: 01226 774718  
E-Mail: [andrewburton@barnsley.gov.uk](mailto:andrewburton@barnsley.gov.uk)

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**From:** Richard Borrows [<mailto:r.borrows@wardpc.co.uk>]  
**Sent:** 10 February 2016 15:49  
**To:** Burton , Andrew  
**Cc:** Smith , Matthew; Mitesh Dhanak; Simon; Matthew Mortonson  
**Subject:** RE: Bollingbroke House, Brierley; pre-app reference 00697

Andrew  
What about Friday 26<sup>th</sup> February, your offices at 12 midday?  
This seems to work for us namely myself, and clients Mitesh Dhanak and Simon Oliver.  
Let me know if that is ok

Regards

Richard Borrows

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**From:** Burton , Andrew [<mailto:AndrewBurton@barnsley.gov.uk>]  
**Sent:** 04 February 2016 11:37  
**To:** Richard Borrows  
**Cc:** Smith , Matthew  
**Subject:** FW: Bollingbroke House, Brierley; pre-app reference 00697

Dear Richard,

Apologies that I haven't been in contact with you about this site as yet. I am highly busy on all fronts at the moment.

I would suggest that it might be an idea to get a date in the diary for a meeting in our offices. That would set me a deadline to carry out all of the necessary preparation work to be in a position to respond to your enquiry. I did visit the premises last month and so at least that side of things is already taken care of.

Kind Regards,

Andrew Burton  
Senior Planning Officer (Outer Area Team)  
Development Management  
Barnsley Metropolitan Borough Council  
Development Services  
PO Box 604  
Barnsley  
S70 9FE  
Tel: 01226 774718  
E-Mail: [andrewburton@barnsley.gov.uk](mailto:andrewburton@barnsley.gov.uk)

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**From:** Richard Borrows [<mailto:r.borrows@wardpc.co.uk>]  
**Sent:** 02 February 2016 16:02  
**To:** Smith, Matthew  
**Cc:** John Stockill; Matthew Mortonson  
**Subject:** Bollingbroke House, Brierley; pre-app reference 00697

Matthew

Further to our telephone conversation I wonder if you can provide me with Andrew Burton's contact details so that I can speak to him directly?

This pre-app has been with your Council since mid September 2015. I appreciate that there have been questions which Graham Northern raised with me soon after but nevertheless it would be good to bring matters to a close. I say this in the light of the time frames your Council set itself within the pre-app protocol.

I look forward to hearing from you

Regards

Richard Borrows/ Planning Consultant  
[r.borrows@wardpc.co.uk](mailto:r.borrows@wardpc.co.uk)

**Ward Planning**

Office: 01904 544401 / Fax: 01904 544449  
Rievaulx House, 1 St Mary's Court, York, YO24 1AH  
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