

HOLLY HODGSON & EMMA PEEL
DODWORTH SOCIAL CLUB
5 STATION ROAD
DODWORTH
BARNSELY
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01226 284815

14th September 2010

Dear Sir/Madam,

We are approaching you in writing including full planning and change of use forms regarding a new family business venture we are wishing to undertake. As we have no previous experience regarding these matters we have written to you wishing to outline our plans for change of use and new business proposals for the premises. I hope our outlined proposal includes enough detail for you to help us make this as smooth a process as possible.

Our proposed change of use will need to be from a bookmaker to a catering service and tearoom. The premises are currently no longer in use and have been vacant for over 3 years. It is owned by dodworth social club and is situated at the rear of said building. We have signed a contract for a 12-month lease with the clubs committee and are now paying rent on this property so we are obviously eager to move forward with this project. The club has a large car park at the rear of the building and we have been granted permission to have full use of this facility during our opening hours, as my husband and myself run the said social club. Due to the available access to the car park we would not be causing a disturbance to any public roads or residential areas during our opening times of business. these are as followed

MONDAY – FRIDAY 8am TIL 4pm
SATURDAY – 8am TIL 4pm
SUNDAY – 8am TIL 2pm

We are planning on taking full responsibility of all refuse that we produce, we will be providing bins for general waste both indoors and out. We would also have a secure private area to store rubbish until collection. We are planning to have sufficient ventilation in our cooking area.

So in conclusion we would like to invite your advice and help in us moving forward with our exciting new family venture. As with all new businesses I'm sure you understand that we are eager to move forward and are also running to a very tight budget so all help you can provide with this becoming a reality for us will be gratefully received.

Yours faithfully
Mrs H Hodgson & Mrs E Peel