

**From:** [Hannah Hutchison](#)  
**To:** [Katherine Miles](#)  
**Cc:** [Sharon Armour](#); [Susana Carvalho](#)  
**Subject:** RE: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ  
**Date:** 09 September 2024 13:05:19  
**Attachments:** [image001.png](#)  
[image004.png](#)

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Dear Katherine,

Apologies for the delay.

I confirm that I have checked the title and that the updated UU is acceptable/agreed.

I understand that Matthew Shepherd emailed you on Friday to confirm that the planning application fee is £1,350.

Please do let me know if you require any further assistance in Sharon's absence.

**Kind regards,**

**Hannah Marie Hutchison**

**Trainee Solicitor – Planning, Regeneration & Property**

Legal & Democratic West Berkshire District Council Market Street Newbury RG14 5LD  
DX 30825 Newbury

[hannah.hutchison1@westberks.gov.uk](mailto:hannah.hutchison1@westberks.gov.uk)

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**From:** Katherine Miles <[KatherineM@pro-vision.co.uk](mailto:KatherineM@pro-vision.co.uk)>

**Sent:** Friday, September 6, 2024 3:01 PM

**To:** Susana Carvalho <[susana.carvalho1@westberks.gov.uk](mailto:susana.carvalho1@westberks.gov.uk)>

**Subject:** FW: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ

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Dear Ms Carvalho

I understand Ms Armour is now away until at least 23 September.

There is a deadline to submit a final UU to the Planning Inspector today in connection with an appeal. We only received comments today from Sharon and have made the changes she requested as explained in my email below. We are still though waiting for Matthew Shepherd to confirm the planning admin fee.

In Ms Armours absence, are you able to confirm that the amended UU is now agreed by the

Council and confirm the fee?

Kind regards

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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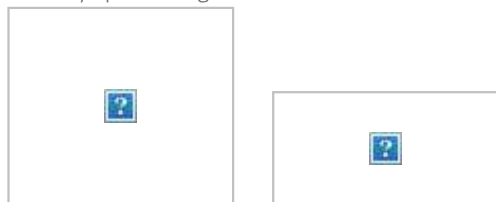
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**From:** Katherine Miles

**Sent:** 06 September 2024 14:54

**To:** Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>; Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

**Subject:** RE: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ [Filed 06 Sep 2024 14:53]

Dear Sharon

Please find attached further amended UU attached in both tracked & clean versions with the change in job title made. Can we be advised what is required please in respect of the Planning Administration fee?

Up to date evidence of titles also attached as requested.

Can you confirm this is now acceptable so that we can submit this to PINS by today's deadline?

Many thanks

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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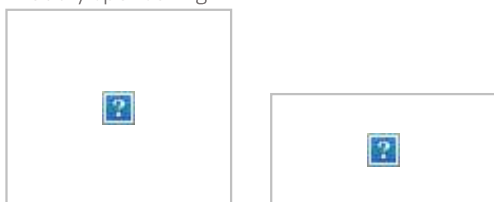
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**From:** Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>

**Sent:** 06 September 2024 11:21

**To:** Katherine Miles <[KatherineM@pro-vision.co.uk](mailto:KatherineM@pro-vision.co.uk)>; Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

**Subject:** RE: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ

Dear Katherine,

The title is "Service Director – Development & Housing"

In terms of the planning admin fee I would be content for the actual figure to be added – Matt can you confirm what this will be?

Thanks,

Sharon

**Sharon Armour (Solicitor)**  
**Legal Services Manager**  
**Legal & Democratic Services, West Berkshire Council, Market Street, Newbury RG14 5LD**  
**DX30825 Newbury**  
(01635) 519957 | Ext 2957 | [sharon.armour@westberks.gov.uk](mailto:sharon.armour@westberks.gov.uk)  
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**From:** Katherine Miles <[KatherineM@pro-vision.co.uk](mailto:KatherineM@pro-vision.co.uk)>  
**Sent:** Friday, September 6, 2024 11:19 AM  
**To:** Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>; Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>  
**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>  
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Dear Sharon,

A further query. Can you confirm the new job title for the Service Director? You ask for this to be changed from:

Service Director – Development & Regulation  
to  
Service Director – Development & Housing the Council

Is 'the Council' actually part of the job title?

Regards

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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**From:** Katherine Miles

**Sent:** 06 September 2024 11:08

**To:** Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>; Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

**Subject:** RE: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ [Filed 06 Sep 2024 11:07]

Dear Sharon

I've passed this on to the Appellant's solicitor. To save back and forth, do you have a definition of "Planning Administration Fee" that you want us to use?

Kind regards

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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**From:** Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>

**Sent:** 06 September 2024 10:00

**To:** Katherine Miles <[KatherineM@pro-vision.co.uk](mailto:KatherineM@pro-vision.co.uk)>; Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

**Subject:** RE: APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ [Filed 06 Sep 2024 10:28]

Dear Katherine,

Apologies for the delay in responding. I would be grateful if you could provide up to date evidence of title so that the Council can verify that the ownership has not changed. Subject to that and two minor amendments the Council is content; firstly, to change the job title of the Service Director from Service Director – Development & Regulation to Service Director – Development & Housing the Council and secondly, to define Planning Administration Fee.

Kind regards,

Sharon

**Sharon Armour (Solicitor)**

**Legal Services Manager**

**Legal & Democratic Services, West Berkshire Council, Market Street, Newbury RG14 5LD**

**DX30825 Newbury**

(01635) 519957 | Ext 2957 | [sharon.armour@westberks.gov.uk](mailto:sharon.armour@westberks.gov.uk)

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**From:** Katherine Miles <[KatherineM@pro-vision.co.uk](mailto:KatherineM@pro-vision.co.uk)>

**Sent:** Friday, September 6, 2024 8:55 AM

**To:** Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>; Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

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Matthew / Sharon

Any news on this? The PINS deadline to submit the final UU is today.

Kind regards

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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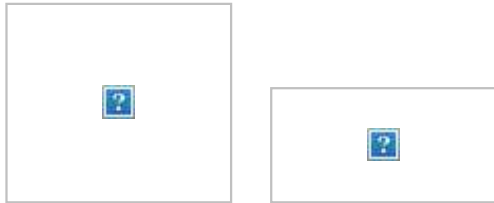
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**From:** Katherine Miles

**Sent:** 29 August 2024 10:33

**To:** Matthew Shepherd <[Matthew.Shepherd@westberks.gov.uk](mailto:Matthew.Shepherd@westberks.gov.uk)>; Sharon Armour <[Sharon.Armour@westberks.gov.uk](mailto:Sharon.Armour@westberks.gov.uk)>

**Cc:** Appeals <[Appeals@westberks.gov.uk](mailto:Appeals@westberks.gov.uk)>

**Subject:** APP/W0340/W/22/3312261 - 22/00244/FULEXT - Land to the rear of The Hollies Nursing Home, RG7 3LZ [Filed 29 Aug 2024 10:33]

Dear Matthew / Sharon

As per the Council's Statement of Case, we have updated the UU for this appeal. The only changes are in the Recitals at 1.8 to 1.10 and at 6.3.

Attached is a track change and a clean version. As you know, we need to submit the final UU by 6 September and the Council must also provide comments on the acceptability of the UU to PINS by the same date. Can you therefore confirm that these changes are acceptable, in which case we will then submit the final version by the deadline.

Kind regards

Katherine

**Katherine Miles** BA (Hons) MSc MRTPI | **T** 01962 677 044 | **M** 07471 901078

Director

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