

## Economy, Communities and Corporate Directorate

Director: Geoff Hughes

Mr K Shilton  
Clerk to the Parish  
Whitchurch PC  
Hightree House  
Pencraig  
Ross-On-Wye  
HR9 6HR  
keith.shilton45@btinternet.com

Our Ref: 160448  
Please ask for: Mr C Brace  
Direct Line: 01432 261947  
E-mail: cbrace@herefordshire.gov.uk

2 March 2016

Dear Mr K Shilton,

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	<b>160448 - Solutions House, Whitchurch, Ross-On-Wye, Herefordshire, HR9 6DJ</b>
<b>DESCRIPTION:</b>	<b>(Retrospective) Change of use from offices to cafe/restaurant.</b>
<b>APPLICANT(S):</b>	<b>Mr Paul Smith</b>
<b>GRID REF:</b>	<b>OS 354827, 217355</b>
<b>APPLICATION TYPE:</b>	<b>Planning Permission</b>
<b>WEBSITE LINK:</b>	<a href="http://www.herefordshire.gov.uk/searchplanningapplications">http://www.herefordshire.gov.uk/searchplanningapplications</a>

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

The planning application and its supporting documentation can be viewed, normally within 24 hours, by using the website link above and entering the application number 160448.

If you wish to make comments which you would like the Council to take into account before making a decision on the application, please respond by **23/03/2016**, using one of the following options:-

- Via the website: Using the online comment form
- By post to: Planning Services, PO Box 230, Hereford, HR1 2ZB

Please do not send responses to [planning\\_enquiries@herefordshire.gov.uk](mailto:planning_enquiries@herefordshire.gov.uk)

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

Yours faithfully

**SUPPORT SERVICES OFFICER**