

please ask for: Adrian Dowd  
direct line: 01200 414513  
planning fax: 01200 414487  
my ref: NC2/3/2019/0975  
your ref:  
date: 22 November 2019

Applicant: Mr and Mrs Monaghan  
Planning Application No: 3/2019/0975  
Grid Ref: 377598 446498

Proposal: Alteration of the principal elevation to include a single-storey porch and a two-storey gabled elevation.  
Replacement conservatory with decked terrace to south west.

Location: The White House Sawley Road Sawley BB7 4LE

Dear Sir/Madam

An application for planning permission for the development above has been made to the council. The plans may be viewed either on line at the Council website [www.ribblevalley.gov.uk](http://www.ribblevalley.gov.uk) or you may view them on line at these offices between 8.45am and 5.00pm on Mondays to Fridays. Please be aware that the majority of planning applications are determined under the Council's Delegation Scheme which can also be viewed on the Council's website and not by the Planning and Development Committee.

Any representations you make about the proposal should be in writing and received within 21 DAYS of the date of this letter. Your letter will be recorded but there will be no formal acknowledgement. You may be able to speak at the Planning and Development Committee meeting that considers this application, dates of Committee meetings are printed overleaf, for further information on public participation please contact Olwen Heap on 01200 414408. This must be done before 12 noon on the day of the meeting.

As the Local Planning Authority, Ribble Valley Council collects, processes and stores personal information about you in order to administer and assess planning applications, and to fulfil certain legal obligations with respect to planning. To find out more about how we process your data please refer to the Council's Privacy Policy for Planning [https://www.ribblevalley.gov.uk/info/200390/data\\_protection\\_and\\_freedom\\_of\\_information/1517/data\\_protection/8](https://www.ribblevalley.gov.uk/info/200390/data_protection_and_freedom_of_information/1517/data_protection/8)

Under the provisions of the Local Government (Access to Information) Act 1985, any representations received will be available for inspection at any time during the application process. Such representations will also be placed before the Committee unless the application has been determined under delegated powers.

Yours faithfully



on behalf of  
DIRECTOR OF ECONOMIC DEVELOPMENT AND PLANNING