Application for Planning Permission

Town and Country Planning Act 1990 (as amended)

Hinckley and Bosworth https://www.hinckley-bosworth.gov.uk/planning

Publication of applications on planning authority website

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions. If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Address Line 1

Unit J

Address Line 2

Maple Drive

Address Line 3

-

Town/City

Hinckley

County

Leicestershire

Postcode

LE10 3BE

Description of site location must be completed if postcode is not known:

Easting (x)

440576

Northing (y)

293568

Description of site location

-

Applicant Details

Name/Company

Title

Mr

First Name

James

Surname

Meah

Company Name

Burbage Custom Windows

Address

Address Line 1

Unit J

Address Line 2

Maple Drive

Address Line 3

-

Town/City

Hinckley

County

Leicestershire

Country

-

Postcode

LE10 3BE

Are you an agent acting on behalf of the applicant?

- [x] Yes
- [ ] No

Applicant Contact Details

Primary number

REDACTED

Secondary number

REDACTED

Fax Number

REDACTED

Email address

REDACTED

Agent Details

Name/Company

Title

-

First Name

Lee

Surname

Ward

Company Name

Hayward Architects Ltd

Address

Address Line 1

19 Station Road

Address Line 2

-

Address Line 3

-

Town/City

Hinckley

County

Leics

Country

United Kingdom

Postcode

LE101AW

Contact Details

Primary number

REDACTED

Secondary number

REDACTED

Fax number

REDACTED

Email Address

REDACTED

Description of Proposed Works

Please describe the proposed works

Alterations to existing industrial unit to create additional glazed openings to front elevation and alterations to external car park.

Has the work already been started without consent?

- ◯ Yes
- ⊘ No

Site Information

Site Area

1635 sq. metres

Existing Use

Current Use of Site

Existing Sales centre, offices and production space

Is the Site Currently Vacant?

- ◯ Yes
- ⊘ No

Is the Land Known to Be Contaminated?

- ◯ Yes
- ⊘ No

Is the Land Suspected to Be Contaminated?

- ◯ Yes
- ⊘ No

Is the Proposed Use Vulnerable to Contamination?

- ◯ Yes
- ⊘ No

Materials

Does the proposed development require any materials to be used externally?

- ⊘ Yes
- ◯ No

Type

Please provide a description of existing and proposed materials and finishes to be used externally (including type, colour and name for each material)

Type	Walls
Existing materials and finishes	Silver Grey metal cladding
Proposed materials and finishes	To be changed to similar profile panels in Blue - See drawings

Type	Windows
Existing materials and finishes	Blue Aluminium
Proposed materials and finishes	Black Aluminium

Are you supplying additional information on submitted plans, drawings or a design and access statement?

- [x] Yes
- [ ] No

If Yes, please state references for the plans, drawings and/or design and access statement

See attached drawings

Trees and Hedges

Are there any trees or hedges on the property or on adjoining properties which are within falling distance of the proposed development?

- [ ] Yes
- [x] No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal?

- [ ] Yes
- [x] No

Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway?

- [ ] Yes
- [x] No

Is a new or altered pedestrian access proposed to or from the public highway?

- [ ] Yes
- [x] No

Are there any new public roads to be provided within the site?

- [ ] Yes
- [x] No

Are there any new public rights of way to be provided within or adjacent to the site?

◯ Yes
⊘ No

Do the proposals require any diversions/extinguishments and/or creation of rights of way?

◯ Yes
⊘ No

Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?

⊘ Yes
◯ No

Vehicle Type	Existing Spaces	Proposed Spaces	Difference
Cars	26	15	-11

Assessment of Flood Risk

Is the site within an area at risk of flooding?

⊘ Yes
◯ No

Is your proposal within 20 metres of a watercourse (e.g. river, stream or beck)?

⊘ Yes
◯ No

Will the proposal increase the flood risk elsewhere?

◯ Yes
⊘ No

How will surface water be disposed of?

- [ ] Sustainable drainage system
- [ ] Existing water course
- [ ] Soakaway
- [ ] Main sewer
- [ ] Pond/lake

Biodiversity and Geological Conservation

Protected/Priority Species Present

No

Designated Sites/Habitats Present

No

Geological Features Present

No

Biodiversity Net Gain

Does BNG Condition Apply?

- ◯ Yes
- ⊘ No

Reason 1	Development subject to the de minimis exemption (development below the threshold)
Site Size	Under 25 square meters
Justification	Less than 25m² of habitat will be affected by the works.

Foul Sewage

Please state how foul sewage is to be disposed of

Unknown

Are you proposing to connect to the existing drainage system?

No

Trade Effluent

Does the Proposal Involve Trade Effluent Disposal?

- ◯ Yes
- ⊘ No

Waste Storage and Collection

Do the plans incorporate areas to store and aid the collection of waste?

- ◯ Yes
- ⊘ No

Have arrangements been made for the separate storage and collection of recyclable waste?

- ◯ Yes
- ⊘ No

Residential/Dwelling Units

Does your proposal include the gain, loss or change of use of residential units?

- ◯ Yes
- ⊘ No

All Types of Development: Non-Residential Floorspace

Does your proposal involve the loss, gain or change of use of non-residential floorspace?

- ◯ Yes
- ⊘ No

Employment

Will There Be Existing or Proposed Employees?

- ◯ Yes
- ⊘ No

Hours of Opening

Are Hours of Opening Relevant?

- ◯ Yes
- ⊘ No

Industrial/Commercial Processes

Does the Proposal Involve Industrial/Commercial Activities?

- ◯ Yes
- ⊘ No

Waste Management

Is This a Waste Management Development?

- ◯ Yes
- ⊘ No

Hazardous Substances

Will Hazardous Substances Be Used or Stored?

- ◯ Yes
- ⊘ No

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ◯ Yes
- ⊘ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

Applicant

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

◯ Yes
⊘ No

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.
For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

◯ Yes
⊘ No

Ownership Certificates and Agricultural Land Declaration

Certificates under Article 14 - Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)
Please answer the following questions to determine which Certificate of Ownership you need to complete: A, B, C or D.

Is the applicant the sole owner of all the land to which this application relates; and has the applicant been the sole owner for more than 21 days?

⊘ Yes
◯ No

Is any of the land to which the application relates part of an Agricultural Holding?

◯ Yes
⊘ No

Certificate A

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding***

**"owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.*

*** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.*

***NOTE:** You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.*

Person Role

The Agent

Title

-

First Name

Lee

Surname

Ward

Declaration Date

18/11/2026

Declaration Made

- [x] Yes
- [ ] No

Declaration

I/We hereby submit this Application for Planning Permission as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

- [x] I / We agree to the outlined declaration

Signed

Lee Ward

Date

18/11/2026