



**Hinckley & Bosworth
Borough Council**

planning@hinckley-bosworth.gov.uk
01455 238141

Hinckley Hub
Rugby Road
Hinckley
Leics
LE10 0FR

Application for a Lawful Development Certificate for an Existing Use or Operation or Activity, including those in breach of a planning condition

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

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".

Number

123

Suffix

Property Name

Address Line 1

Mill Lane

Address Line 2

Address Line 3

Leicestershire

Town/city

Earl Shilton

Postcode

LE9 7AY

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

Easting (x)

447731

Northing (y)

297887

Description

Applicant Details

Name/Company

Title

First name

Sipiwe

Surname

Magoche

Company Name

Address

Address line 1

123 Mill Lane

Address line 2

Earl Shilton

Address line 3

Town/City

Leicestershire

County

Country

United Kingdom

Postcode

LE9 7AY

Are you an agent acting on behalf of the applicant?

- ☐ Yes
- ☒ No

Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Reason for Lawful Development Certificate

Please indicate why you are applying for a lawful development certificate

- ☒ An existing use
☐ Existing building works
☐ An existing use, building work or activity in breach of a condition

Being a use, building works or activity which is still going on at the date of this application.

If Yes, to either 'an existing use' or 'an existing use in breach of a condition', please select the relevant Use Class.

Description of Existing Use, Building Works or Activity

Please fully describe each existing use, building works or activity for which you want the lawful development certificate. Where appropriate, show to which part of the land each use, building works or activity relates

The application relates to the temporary use of Bedroom 3 within our existing dwelling as a home office for our homecare business, 4yourcare Ltd. The room is used solely for administrative functions and the storage of business records and equipment.

4yourcare Ltd is a CQC-registered homecare provider (registered August 2025). All care services are delivered off-site at the homes of people accessing our service. No care activities are carried out at the property, and the office use is ancillary to the primary residential use of the dwelling.

Grounds for application for a Lawful Development Certificate

Under what grounds is the certificate being sought

Where the use, building works or activity began **before 25 April 2024**

- ☐ The use began more than 10 years before the date of this application
- ☐ The use, building works or activity in breach of condition began more than 10 years before the date of this application
- ☐ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years
- ☐ The building works (for instance, building or engineering works) were substantially completed more than four years before the date of this application.
- ☐ The change of use to use as a single dwelling house began more than four years before the date of this application.
- ☐ Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

Where the use, building works or activity began **on or after 25 April 2024**

- ☐ The use, building works or activity began more than 10 years before the date of this application.
- ☐ The use began within the last 10 years, as a result of a change of use not requiring planning permission, and there has not been a change of use requiring planning permission in the last 10 years.
- ☒ Other - please specify (this might include claims that the change of use or building work was not development, or that it benefited from planning permission granted under the Act or by the General Permitted Development Order).

If the certificate is sought on 'Other' grounds please give details

We are applying for an extension to the existing Certificate of Lawful Use, which was granted in August 2025 for a period of six months. The extension is required to allow the continued temporary use of part of our home as an office for our homecare business.

The Care Quality Commission (CQC) requires confirmation that all necessary permissions are in place in order for us to operate our office from this address. We have also sought consent from our mortgage lender, Barclays Bank, who have advised that our local council gives us the permission then they would also be in agreement.

We are newly registered with the CQC as of August 2025 and are currently in the early stages of securing service contracts. Operating from a home office during this initial period allows us to keep financial overheads to a minimum. Once contracts have been secured and the business is established, we intend to relocate to commercial premises.

The certificate is therefore being sought to regularise the temporary office use of part of the dwelling, which remains ancillary to its primary residential use.

Is the certificate being sought for a use, operation, or activity in breach of a condition or limitation?

- ☐ Yes
- ☒ No

Please state why a Lawful Development Certificate should be granted

A Lawful Development Certificate should be granted as the proposed use constitutes a lawful ancillary use of the dwelling and does not result in a material change of use from residential. The home office use is limited to administrative and storage purposes only, with no client visits, no on-site care activities, and no impact on residential amenity, traffic, parking, or the character of the area.

The use is temporary in nature and is necessary to meet Care Quality Commission (CQC) requirements while the business is in its early stages. The primary use of the property remains as a single private dwelling, and the business activity is carried out entirely off-site.

Granting the certificate would regularise the continued use of bedroom 3 within the home as an office, provide regulatory certainty, and allow compliance with CQC and mortgage lender requirements, without causing any harm to planning interests.

Information in support of a Lawful Development Certificate

When was the use or activity begun, or the building works substantially completed (date must be pre-application submission)?

15-08-2025

In the case of an existing use or activity in breach of conditions has there been any interruption?

- ☐ Yes
- ☒ No

In the case of an existing use of land, has there been any material change of use of the land since the start of the use for which a certificate is sought?

- ☐ Yes
- ☒ No

Residential Information

Does the application for a certificate relate to a residential use where the number of residential units has changed?

- ☐ 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?

- ☐ The agent
- ☐ The applicant
- ☒ Other person

If Other has been selected, please provide contact details:

Title

***** REDACTED *****

First name

***** REDACTED *****

Surname

***** REDACTED *****

Phone Number

***** REDACTED *****

Email

***** REDACTED *****

Pre-application Advice

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

- ☒ Yes
- ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

***** REDACTED *****

Surname

***** REDACTED *****

Reference

Date (must be pre-application submission)

05/01/2026

Details of the pre-application advice received

Yes, I contacted a planning officer prior to submitting this application. I spoke with Sullivan, the officer who dealt with my previous application, to seek advice on the process for applying for an extension to the existing Certificate of Lawful Use. He advised that a new application would need to be submitted through the planning portal. During this conversation, I explained my circumstances, as set out in this application, including the reasons why we have not yet moved into commercial premises and the need for a decision to be issued before the current Certificate expires. Sullivan advised that if the application was allocated to him, he would seek to expedite the decision to enable us to provide the extended Certificate to the CQC within the required deadline

Interest in the Land

Please state the applicant's interest in the land

- ☐ Owner
- ☐ Lessee
- ☒ Occupier
- ☐ Other

If Lessee or Occupier, please give details of the owner and state whether they have been informed in writing of this application

***** REDACTED *****

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

Declaration

I/We hereby apply for Lawful development: Existing use 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.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

Sipiwe Magoche

Date

15/01/2026