

Good afternoon Sullivan,

Thank you for your kind email requesting clarity with regards, to our Certificate of lawful use application.

Please find attached the floor plan for our home, the letter from the CQC highlighting where we are in the registration process and our marriage certificate to give you an idea of who we are.

I've replied to the questions you asked by putting my responses right next to the questions you asked, so that it wouldn't be too confusing.

Requirement of Lawful Development Certificate

The Supporting Statement within your application suggests that you are in the process of registering your company with the Care Quality Commission (CQC), but the CQC have highlighted that they require you to move your offices into a commercial premises three months after registration. The submitted Letter from the Mortgage Provider is from 10 April 2025, which suggests that you require a Certificate of Lawful Use to the Local Planning Authority to utilise your residential property in association with a commercial office use.

Firstly, is the business now registered with the CQC? If so, what date was the company registered with the CQC and is a three-month temporary use of the residential property still required? The business is not yet registered with the CQC, the CQC is currently processing our application and they are now asking to see if this requirement has been met.

Secondly, has a commercial premises been secured for the commercial office use to be relocated to? We haven't secured commercial premises yet, we are waiting for Registration which is now in progress.

Confirmation of the User(s) of the Proposal

The Application Form suggests that the Applicant and the user of this proposed development is Mr Magoche, but the previous planning history within the site and the letter from the Mortgage Provider submitted as part of this application suggests that Mr Robinson is the owner of 123 Mill Lane.

In light of the above, please can you clarify who this proposal is to be utilised by?

Miss Magoche and Mr Robinson are married please see attached our marriage certificate. Our home is in Mr Robinson's name. We are both Directors of 4YOURCARE LTD. Miss Magoche will be the Nominated Individual and Registered Manager of 4YOURCARE LTD.

Further Clarity on Proposed Use

Please can I also receive some further clarification on the proposed use and the domiciliary care company? What is the change of use required for and what will the use consist of? The change of use is from using it officially as a home office for the first three months after registration to using it officially as a commercial office from which a CQC registered 4YOURCARE LTD would be run from. Our service will be mainly based in the community in the service users' homes, but the hub from which we would be operating and planning all our activities associated with the business will be the office at 123 Mill Lane. We will be carrying out our administrative tasks from there. Because we are a start-up company, I will be the only staff member for those first three months. We will not be making any alterations to the structure of the house, it is only a change of use from home office use to business office use temporarily.

Further Clarity on Location of Proposed Use

The currently submitted location plan includes all the land associated with 123 Mill Lane as part of this proposal. To support the clarity and precision of the application, I will require a more detailed red line boundary that only includes the land that is required for this proposed temporary change of use. To support this, it may be beneficial for a floor plan of the property to be submitted as part of this application. Please see the attached floor plan with the office from which the Certificate of Lawful use is being applied for. It is labelled as Bedroom 3 on the attached floor plan.

Amendments to the Application Description

Please can we agree to the following revised application description (amendments in bold):

“Certificate of proposed lawful development for the temporary use of a home office for three months for commercial office use in association with a domiciliary care company (Use Class E(g)(i))”

We've got no objections to the revised application description.

Extension of Time

To enable you to have sufficient time to address these outstanding matters, please can we agree to an extension of time until Friday 08 August? Yes, we agree to the extension and thank you for giving us time to address these matters.

Kind regards,

Sipiwe Magoche and Peter Robinson