

F13/119/1A

Application for Planning Permission Town and Country Planning Act 1990

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.

1. Site Address

Number	
Suffix	
Property name	H M Ford Open Prison
Address line 1	Ford Road
Address line 2	
Address line 3	
Town/city	Ford
Postcode	BN18 0BX

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

Easting (x)	500145
Northing (y)	102813

Extension of farm shop / cafe

Description

2. Applicant Details

Title	Miss
First name	kim
Surname	quaintrell
Company name	
Address line 1	H M Ford Open Prison
Address line 2	Ford Road
Address line 3	
Town/city	Ford
Country	

2. Applicant Details

Postcode	BN18 0BX
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant?

☐ Yes ☒ No

3. Agent Details

No Agent details were submitted for this application

4. Site Area

What is the measurement of the site area?
(numeric characters only).

105.5

Unit

sq.metres

5. Description of the Proposal

Please describe details of the proposed development or works including any change of use.

If you are applying for Technical Details Consent on a site that has been granted Permission In Principle, please include the relevant details in the description below.

HMP Ford Farm shop and visitors centre. The purpose of this is to provide a place where our visitors can buy a hot drink and food prior to their visit as we currently have nowhere for them to wait. We have a farm shop currently that is sat behind this site and we would like to move that to within the shop primarily due to the monies being handled by our prisoners. This will sit on our old staff mess footprint and is smaller in size.

Has the work or change of use already started?

☐ Yes ☒ No

6. Existing Use

Please describe the current use of the site

It is not being used currently.

Is the site currently vacant?

☒ Yes ☐ No

If Yes, please describe the last use of the site

Our staff mess used to site on this footprint and was larger in size.

When did this use end
(if known)?
DD/MM/YYYY

Does the proposal involve any of the following? If Yes, you will need to submit an appropriate contamination assessment with your application.

Land which is known to be contaminated

☐ Yes ☒ No

Land where contamination is suspected for all or part of the site

☐ Yes ☒ No

A proposed use that would be particularly vulnerable to the presence of contamination

☐ Yes ☒ No

7. Materials

Does the proposed development require any materials to be used in the build?

☒ Yes ☐ No

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

7. Materials

Walls	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Timber Clad and Stud work

Roof	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Timber Trusses, Plastic tiling

Windows	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Single Glazed

Doors	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Timber - Single Skin Door

Boundary treatments (e.g. fences, walls)	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	N/A

Vehicle access and hard standing	
Description of existing materials and finishes (optional):	Hard Standing
Description of proposed materials and finishes:	Hard Standing

Lighting	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	LED Strip Lighting

Other type of material (e.g. guttering) Electrics	
Description of existing materials and finishes (optional):	N/A
Description of proposed materials and finishes:	Multiple Power points to be fitted around building as required

Are you supplying additional information on submitted plans, drawings or a design and access statement? ☐ Yes ☒ No

9. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicular access proposed to or from the public highway? ☐ Yes ☒ No

Is a new or altered pedestrian access proposed to or from the public highway? ☐ Yes ☒ No

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

9. Vehicle Parking

Is vehicle parking relevant to this proposal? ☐ Yes ☒ No

10. Trees and Hedges

Are there trees or hedges on the proposed development site? ☐ Yes ☒ No

And/or: Are there trees or hedges on land adjacent to the proposed development site that could influence the development or might be important as part of the local landscape character? ☐ Yes ☒ No

If Yes to either or both of the above, you may need to provide a full tree survey, at the discretion of your local planning authority. If a tree survey is required, this and the accompanying plan should be submitted alongside your application. Your local planning authority should make clear on its website what the survey should contain, in accordance with the current BS5837: Trees in relation to design, demolition and construction - Recommendations.

11. Assessment of Flood Risk

Is the site within an area at risk of flooding? (Refer to the Environment Agency's Flood Map showing flood zones 2 and 3 and consult Environment Agency standing advice and your local planning authority requirements for information as necessary.) ☐ Yes ☒ No

If Yes, you will need to submit a Flood Risk Assessment to consider the risk to the proposed site.

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

12. Biodiversity and Geological Conservation

Is there a reasonable likelihood of the following being affected adversely or conserved and enhanced within the application site, or on land adjacent to or near the application site?

To assist in answering this question correctly, please refer to the help text which provides guidance on determining if any important biodiversity or geological conservation features may be present or nearby; and whether they are likely to be affected by the proposals.

a) Protected and priority species:

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

b) Designated sites, important habitats or other biodiversity features:

12. Biodiversity and Geological Conservation

- ☒ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

c) Features of geological conservation importance:

- ☐ Yes, on the development site
☐ Yes, on land adjacent to or near the proposed development
☒ No

13. Foul Sewage

Please state how foul sewage is to be disposed of:

- ☒ Mains Sewer
☐ Septic Tank
☐ Package Treatment plant
☐ Cess Pit
☐ Other
☐ Unknown

Are you proposing to connect to the existing drainage system?

☐ Yes ☐ No ☒ Unknown

14. 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

15. Trade Effluent

Does the proposal involve the need to dispose of trade effluents or trade waste?

☐ Yes ☒ No

16. Residential/Dwelling Units

Due to changes in the information requirements for this question that are not currently available on the system, if you need to supply details of Residential/Dwelling Units for your application please follow these steps:

1. Answer 'No' to the question below;
2. Download and complete this supplementary information template (PDF);
3. Upload it as a supporting document on this application, using the 'Supplementary information template' document type.

This will provide the local authority with the required information to validate and determine your application.

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

☐ Yes ☒ No

17. All Types of Development: Non-Residential Floorspace

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

☐ Yes ☒ No

18. Employment

Will the proposed development require the employment of any staff?

☒ Yes ☐ No

Please complete the following information regarding employees:

Type	Full-time	Part-time	Equivalent number of full-time
Existing employees	4		

19. Hours of Opening

Are Hours of Opening relevant to this proposal?

☒ Yes ☐ No

If known, please state the hours of opening (e.g. 15:30) for each non-residential use proposed:

Use	Monday to Friday	Saturday	Sunday and Bank Holidays	Unknown
A1 - Shops	Start Time: End Time:	Start Time: End Time:	Start Time: End Time:	X

20. Industrial or Commercial Processes and Machinery

Please describe the activities and processes which would be carried out on the site and the end products including plant, ventilation or air conditioning. Please include the type of machinery which may be installed on site:

Farm Shop selling plants, hanging basket's, Vegetables all seasonal, trees, herbs, scrubs, Iron work from our engineering workshop such as Fire pit, BBQ equipment, hanging basket brackets, bird table's/boxes, outside table's, rabbit hutch's, shoe boxes, bat box's. Honey from our bees. Visitor's centre, Tea and coffee, sandwich's, chocolate, crisps.

Is the proposal for a waste management development?

☐ Yes ☒ No

If this is a landfill application you will need to provide further information before your application can be determined. Your waste planning authority should make it clear what information it requires on its website

21. Hazardous Substances

Does the proposal involve the use or storage of any hazardous substances?

☐ Yes ☒ No

22. 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? (Please select only one)

- ☐ The agent
☒ The applicant
☐ Other person

23. 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	Mr
First name	Andrew
Surname	Wood
Reference	

Date (Must be pre-application submission)

Details of the pre-application advice received

Ms. Quintrell,

HMP Ford Visitors centre incorporating our Farm shop

Thank for your email and plan received on the 10th January 2019.

23. Pre-application Advice

The proposal would require planning permission as prisons do not benefit from any permitted development rights (sui generis use class) .

The principle of development ancillary to the prison as a whole is acceptable and we would welcome an application subject to compliance with relevant Local and National planning policy in particular which requires all development to be of a high quality.

The forms and supporting information can be found on the Arun District Council website www.arun.gov.uk/planning

Thank you,

Andrew Wood MRTPI

24. 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.

☐ Yes ☒ No

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?

25. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE B - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates.

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural tenant' has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Owner/Agricultural Tenant

Name of Owner/Agricultural Tenant	Prison Service HMPPS
Number	
Suffix	
House Name	HMP Ford
Address line 1	station road
Address line 2	
Town/city	Ford
Postcode	bn18 0bx
Date notice served (DD/MM/YYYY)	17/01/2019

Person role

☒ The applicant

☐ The agent

Title	Miss
First name	kim
Surname	quaintrell
Declaration date (DD/MM/YYYY)	17/01/2019

25. Ownership Certificates and Agricultural Land Declaration

☒ Declaration made

26. Declaration

I/we hereby apply for planning permission/consent as described in this form 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. ☒

Date (cannot be pre-application)

17/01/2019