

Mr Keith Shilton
Clerk to the Parish
Marstow & Glewstone PC
39 Swallow Road
Ross-On-Wye
Herefordshire
HR9 7WS
keith.shilton45@btinternet.com

Dear Mr Keith Shilton

APPLICATION NO & SITE ADDRESS: Planning Consultation - 261388 - Burbank Cottage, Glewstone, Ross-On-Wye, Herefordshire HR9 6AT
APPLICATION TYPE: Full Householder
DESCRIPTION: Single-storey side extension and alterations
GRID REFERENCE: OS 355970, 222361
WEBSITE: www.herefordshire.gov.uk/searchplanningapplications

Please note: Due the high caseloads currently being held by officers we are currently allocating new applications to officers on a capacity basis. This application is currently in a holding pile awaiting the allocation of an officer in the interim please respond using the online comments form.

However, if you are requesting an extension of time in which to make comments, in due course a site visit will be carried out and an appropriate notice erected. Once the site notice has been erected a further 21 day consultation period will be given following the date of the notice is erected therefore before requesting an extension of time you might want to check the website for the current consultation end date. Any requests for extension of time should be emailed to planning_enquiries@herefordshire.gov.uk and someone will assess your request.

We have received an application which affects your Parish. The application is described above and we are seeking the comments or views of your Parish Council. If the land concerned is on or near the parish boundary, we consult both councils as a matter of courtesy and welcome local views.

The planning application and its supporting documentation can be viewed, normally within 24 hours, by using the website link above and entering the application number 261388.

If you wish to make comments which you would like the Council to take into account before making a decision on the application, please respond by **22/06/2026** If you do not respond by this date it will be assumed that you have no comments to make.

You will be able to monitor the progress of the application, including all of the correspondence received, any amended or additional documentation, the officer report and the decision by viewing the application on the Council's website.

Yours faithfully

TECHNICAL SUPPORT OFFICER

All personal data held is processed in accordance with data protection law. For further information please see our website https://www.herefordshire.gov.uk/info/200142/planning_services/62/apply_for_planning_permission/3