I hereby certify that this is a true copy of the original.
Dated this 13th day of August 2026.
[redacted] - Solicitor.
Ribble Valley Borough Council, Council Offices. Church Walk. Clitheroe.
BB7 2RA.

IMPORTANT - THIS COMMUNICATION AFFECTS YOUR PROPERTY

TOWN & COUNTRY PLANNING ACT 1990

ENFORCEMENT NOTICE - (OPERATIONAL DEVELOPMENT)

TO: Mark Woodcock,
29, Chatburn Park Drive,
Clitheroe,
BB7 2AY

ISSUED BY RIBBLE VALLEY BOROUGH COUNCIL ("the Council")

1. **THIS IS A FORMAL NOTICE** which is issued by the Council because it appears to them that there has been a breach of planning control, within paragraph (a), section 171A of the Town and Country Planning Act 1990, at the land described below. It is considered expedient to issue this Notice, having regard to the provisions of the development plan and all other material planning considerations.

   The Annex at the end of the Notice and the enclosures to which it refers contain important additional information.

2. **THE LAND AFFECTED**

   LAND AT 29 CHATBURN PARK DRIVE, CLITHEROE BB7 2AY - SHOWN EDGED RED ON THE ATTACHED PLAN (THE LAND)

3. **THE BREACH OF PLANNING CONTROL ALLEGED**

   Without planning permission, operational development comprising the erection of a dormer extension on the south facing (side) roof slope and the erection of three rooflights on the north facing (side) roof slope of the residential dwelling situated on the Land. The dormer extension contains three windows on a side elevation which are not obscure-glazed. The three rooflights are on a roof slope forming a side elevation which are not obscure glazed.

4. **REASONS FOR ISSUING THIS NOTICE**

   It appears to the Council that the above breach of planning control has occurred within the last four years and does not satisfy the conditions for being permitted development because neither the side facing dormer windows or rooflights are obscure-glazed.

   In respect of the dormer extension, these conditions are set out at Schedule 2, Part 1, Class B (B.2) of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

In respect of the rooflights, these conditions are set out at Schedule 2, Part 1, Class C (C.2) of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

The introduction of first floor clear glazed windows in close proximity to the side boundaries of the Land has resulted in unacceptable overlooking towards the adjacent neighbouring property to the south and the adjacent neighbouring property to the north. This resultant harm to residential amenity is in conflict with Policy DMG1 of the Ribble Valley Core Strategy.

5. WHAT YOU ARE REQUIRED TO DO

Replace the three clear glazed dormer windows in the (south) side elevation of the roof slope and the three clear glazed rooflights in the (north) side elevation of the roofslope with obscure glazing in order to satisfy Conditions B.2 and C.2 of Schedule 2, Part 1, Class B and Class C of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).

6. TIME FOR COMPLIANCE

Six weeks from the date this Notice takes effect.

7. WHEN THIS NOTICE TAKES EFFECT

This Notice takes effect on the 30th July 2026 unless an appeal is made against it beforehand.

Dated: 25/6/26

Signed [redacted]

Nicola Hopkins
Designation: Director of Economic Development and Planning

Address to which all communications should be sent:
Ribble Valley Borough Council
Development Control Department
Council Offices
Church Walk
CLITHEROE
Lancashire BB7 2RA

ANNEX

Ribble Valley Borough Council has issued an enforcement notice relating to Land at 29 Chatburn Park Drive, Clitheroe. BB7 2AY shown edged red on the attached plan, and you are served with a copy of that notice as you have an interest in the Land.

YOUR RIGHT OF APPEAL

You can appeal against this enforcement notice, but any appeal must be received by the Planning Inspectorate (or be posted at such time that, in the ordinary course of post, it would be delivered to the Planning Inspectorate) before the date specified in paragraph 7 of the notice.

If you want to appeal against this enforcement notice you can do it:

- Online at the Planning Casework Service area of the Planning Portal (https://acp.planninginspectorate.gov.uk)

- By getting enforcement appeal forms from the Planning Inspectorate on 0303 444 5000.

In exceptional circumstances you may give notice of appeal by letter. You should include: The name of the local planning authority.

- The site address.
- Your address.
- The effective date of the enforcement notice.

This should **immediately** be followed by your completed appeal forms.

The Planning Inspectorate's address and contact details are as follows:

The Planning Inspectorate
c/o Quadient
69 Buckingham Avenue
Slough.
SL1 4PN

Direct line: 0303 444 5000

Under section 174 of the TCPA 1990 you may appeal on one or more of the following grounds that:

- In respect of any breach of planning control which may be constituted by the matters stated in the notice, planning permission ought to be granted or, as the case may be, the condition or limitation concerned ought to be discharged.
- Those matters have not occurred.
- Those matters (if they have occurred) do not constitute a breach of planning control.
- At the date when the notice was issued, no enforcement action could be taken in respect of any breach of planning control which may be constituted by those matters.
- Copies of the enforcement notice were not served as required by section 172 of the TCPA 1990.
- The steps required by the notice to be taken, or the activities required by the notice to cease, exceed what is necessary to remedy any breach of planning control which may be constituted by those matters or, as the case may be, to remedy any injury to amenity which has been caused by such breach.

- Any period specified in the notice in accordance with section 173(9) of the TCPA 1990 falls short of what should reasonably be allowed.

Not all of these grounds may be relevant to you.

If you appeal under ground (a) of section 174(2) of the TCPA 1990 this is the equivalent of applying for planning permission for the development alleged in the notice and you will have to pay a fee of £:596:00 You should pay the fee to Ribble Valley Borough Council.

If you decide to appeal, you should state in writing the ground(s) on which you are appealing against the enforcement notice and you should state briefly the facts on which you intend to rely in support of each of those grounds. If you do not do this when you make your appeal the Secretary of State will send you a notice requiring, you to do so within 14 days.

A copy of sections 171A, 171B and 172 to 177 of the TCPA 1990 are attached for your information.

WHAT HAPPENS IF YOU DO NOT APPEAL

If you do not appeal against this enforcement notice, it will take effect on the date specified in paragraph 7 of the notice and you must then ensure that the required steps for complying with it, for which you may be held responsible, are taken within the period[s] specified in paragraph 6 of the notice. Failure to comply with an enforcement notice which has taken effect can result in prosecution and/or remedial action by the Council.

Persons served with a copy of this enforcement notice are as follows:
Mark Woodcock, 29 Chatburn Park Drive, Clitheroe. BB7 2AY.
Carol Maudsley, 29 Chatburn Park Drive, Clitheroe. BB7 2AY.

I hereby certify that this is a true copy of the original.
Dated this 13th day of August 2026.
[redacted] solicitor.
Ribble Valley Borough Council, Council Offices, Church Walk, Clitheroe.
BB7 2RA.

IMPORTANT - THIS COMMUNICATION AFFECTS YOUR PROPERTY

TOWN & COUNTRY PLANNING ACT 1990

ENFORCEMENT NOTICE - (OPERATIONAL DEVELOPMENT)

TO: Carol Maudsley,
29, Chatburn Park Drive,
Clitheroe,
BB7 2AY

ISSUED BY RIBBLE VALLEY BOROUGH COUNCIL ("the Council")

1. **THIS IS A FORMAL NOTICE** which is issued by the Council because it appears to them that there has been a breach of planning control, within paragraph (a), section 171A of the Town and Country Planning Act 1990, at the land described below. It is considered expedient to issue this Notice, having regard to the provisions of the development plan and all other material planning considerations.

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Dated: 25/6/26

Signed [redacted]

Nicola Hopkins
Designation: Director of Economic Development and Planning

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