

Notts CC Petroleum Enforcement Authority

**Contact:** Lara Murray  
**Direct Line:** 01623 457441  
**E Mail:** [planning.admin@ashfield.gov.uk](mailto:planning.admin@ashfield.gov.uk)

**Your Ref:**  
**Our Ref:** V/2025/0661  
**Date:** Wednesday, 17 December 2025

Dear Sir/Madam

### Planning Application Consultation

**SITE** 7, Jephson Buildings, Jephson Road, Sutton in Ashfield,  
Nottinghamshire, NG17 5AZ  
**PROPOSAL** Change of Use From Residential to Office  
**GRID REF** Easting 449605.91 Northing 357965.03

### Application Type Full Planning Application

An application has been received for permission to carry out the above development and is available to view on the Council's web site:

<https://www.ashfield.gov.uk/planning-building-control/planning-applications/searching-planning-applications/>

and search by reference.. I should be obliged to receive any comments you wish to make by **09/01/2026** Please quote the application reference number which appears at the top of this letter in your reply. If you should require further time to consider the application I should be obliged if you would notify me, in writing within the initial 14 day period giving fully detailed reasons for the request and specifying a date in which your comments will be submitted.

Please take note that, under the provisions of The Local Government (Access to Information) Act 1985, any comments you make in writing will be available for inspection by any interested persons, including members of the public and the applicant. Should you wish to discuss any aspect of this application, I would suggest that you contact the case officer .

Yours Sincerely



Christine Sarris

**Address:** Council Offices, Urban Road, Kirkby-in-Ashfield, Nottingham. NG17 8DA  
**Tel:** 01623 450000 **Fax:** 01623 457585  
[www.ashfield.gov.uk](http://www.ashfield.gov.uk)

**Assistant Director Planning**