

Certificates under Section 66 of this Act

Notes for Applicants

1. Section 66 of the Town and Country Planning Act 1990 provides that where an application for planning permission is made, the applicant shall certify, in the appropriate form, that the requirements of Section 66 (notice of application for planning permission) have been satisfied. This is designed to ensure that owners of land, and agricultural tenants, are given notice of applications relating to their land. It is the duty of applicants to give the necessary notice and to provide the appropriate certificates. Copies of these, so far as they relate to applications for planning permission, are attached. You should therefore read the paragraphs below which summarise the material provisions of the section and send in the appropriate certificate, when completed, with your application.
2. For these purposes "owner" means a person entitled to the freehold or a lease the unexpired term of which at the relevant time is not less than seven years. "Agricultural holding" has the same meaning as in the Agricultural Holdings Act 1986, viz "the aggregate of the agricultural land comprised in a contract of tenancy, not being a contract under which the said land is let to the tenant during his continuance in any office, appointment or employment held under the landlord."
3. If you are the owner (as defined above) of all the land to which the application relates you should complete Certificate A.
4. If you are not the owner (as defined above) of all the land to which the application relates you should take one of the following three courses:-
 - a) If you know the names and addresses of all the occupiers and owners of the land to which the application relates you should give them notice in the prescribed form and complete Certificate B.
 - b) If you know the names and addresses of some of the occupiers and owners of the land to which the application relates but not all of them, you should give notice in the prescribed form to those whose names and addresses you know and take all steps reasonable open to you to ascertain the names and addresses of the others. You must also give notice of the application in a local newspaper in the prescribed form. The newspaper notice should be published not earlier than the day 21 days before the date of the application. You should then Complete Certificate C.
 - c) If you do not know the names and addresses of any of the occupiers and owners of the land to which the application relates you should take all steps reasonably open to you to ascertain them and also give notice of application in a local newspaper, in the prescribed form. This notice should be published not earlier than the day 21 days before the date of the application. You should then complete Certificate D.
5. Any person who knowingly or recklessly issues a certificate which contains any statement which is false or misleading in a material particular is liable on conviction to a fine not exceeding level 3 on the standard scale of fines.
6. The "prescribed forms of notice" referred to in paragraph 4 of these notes are set out in the Town and Country Planning (General Development Procedure) Order 1995.

PERSONAL INFORMATION POLICY

The Council will use your details, the information about your dealings with the Council and the information about you available to the Council ("your information") to:

- Deal with your requests and administer its departmental functions (e.g. to assist with the processing of your Building Regulations application)
- Meet its statutory obligations
- Prevent and detect fraud
- Conduct surveys and research
- Contact you with information about activities and events involving the Council or with offers which it thinks may be of interest to you

The Council may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with other departments within the Council (including the elected members), central government departments, law enforcement agencies, statutory and judicial bodies, community service providers and contractors that process data on its behalf.

N.B. All applications for planning matters and supporting documentation are a public record and you should be aware that these records are open to public inspection both in their paper version and in electronic media such as the council website.

RECEIVED

20 JUN 2006

PLANNING

NOTE: Complete and sign appropriate certificate, and delete remainder

CERTIFICATE A

I CERTIFY that:

1. On the day 21 days before the date of the accompanying application nobody except the applicant was the owner of any part of the land to which the application relates.
2. None of the land to which the application relates is, or is part of, an agricultural holding.
or*
2. [I have] [The applicant has] given the requisite notice to every person other than [my] [him] [her] self who, on the day 21 days before the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's Name

Address at which notice
was served

Date on which notice
was served

Signed _____

[On behalf of _____]

Date _____

* Delete which of (2) is not relevant

CERTIFICATE B

I CERTIFY that:

1. [I have] [The applicant has] given the requisite notice to every one else who, on the day 21 days before the date of the accompanying application, was the owner of any part of the land to which the application relates, as listed below.

Owner's Name

Address at which notice
was served

Date on which notice
was served

POLLA PERONNE

FLAT 2, 20 WELLINGTON RD

20th MAY 06

DAVID WRIGHT

FLAT 1, 20 WELLINGTON RD

20th MAY 06

2. None of the land to which the application relates is, or is part of, an agricultural holding.
or*
2. [I have] [The applicant has] given the requisite notice to every person other than [my] [him] [her] self who, on the day 21 days before the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Owner's Name

Address at which notice
was served

Date on which notice
was served

Signed AM Deane

[On behalf of _____]

Date 16/06/06

* Delete which of (2) is not relevant

CERTIFICATE C

I CERTIFY that:

1. (i) [I] [The applicant] cannot issue a certificate A or B in respect of the accompanying application.
- (ii) [I have] [The applicant has] given the requisite notice to the persons specified below, being persons who 21 days before the date of the application were owners of any part of the land to which the application relates.

Owner's Name

**Address at which notice
was served**

**Date on which notice
was served**

- (iii) [I have] [The applicant has] taken all responsible steps open to [me] [him] [her] to find out the names and addresses of the other owners of the land, or a part of it, but [have] [has] been unable to do so. These steps were as follows:-

- (iv) Notice of the application, as attached to this Certificate, has been published

in the _____ (name of newspaper)

on _____ (date of publication not earlier than 21 days before date of application)

2. None of the land to which the application relates is, or is part of, an agricultural holding.

or*

2. [I have] [The applicant has] given the requisite notice to every person other than [my] [him] [her] self who, on the day 21 days before the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's Name

**Address at which notice
was served**

**Date on which notice
was served**

Signed _____

[On behalf of _____]

Date _____

* Delete which of (2) is not relevant

CERTIFICATE D

I CERTIFY that:

1. (i) [I] [The applicant] cannot issue a certificate A in respect of the accompanying application.
- (ii) [I] [The applicant] [have] [has] taken all reasonable steps open to [me] [him] [her] to find out the names and addresses of everyone else who, on the day 21 days before the date of the application, was the owner of any part of the land to which the application relates, but [have] [has] been unable to do so. These steps were as follows:-

Notice of the application, as attached to this Certificate, has been published

in the _____ (name of newspaper)

on _____ (date of publication not earlier than 21 days before date of application)

2. None of the land to which the application relates is, or is part of, an agricultural holding.

or*

2. [I have] [The applicant has] given the requisite notice to every person other than [my] [him] [her] self who, on the day 21 days before the date of the application, was a tenant of an agricultural holding on all or part of the land to which the application relates, as follows:

Tenant's Name

**Address at which notice
was served**

**Date on which notice
was served**

Signed _____

[On behalf of _____]

Date _____

* Delete which of (2) is not relevant