

Dear Ms. Cooper,

Thank you for your email regarding the application for 17 Southfield Road, Almondbury.

Please note that the requested additional plans are now ready and have been attached to this email for your review.

To confirm the proposed uses within the building:

- **Community Event Hall with Bar/Kitchen** – *Sui Generis*
- **Shop No. 01 (Coffee Shop)** – *Class E*
- **Shop Nos. 02 & 03 (Retail Units)** – *Class E*
- **Office Space for community support services and small enterprises** – *Class E*

Regarding the reference to “clubbing” in the Design and Access Statement, we wish to clarify that this related solely to the building’s former use as a working men’s club. The proposed use **does not** include nightclub or late-night entertainment activities. The Community Event Hall will be used for **family-friendly and community-based gatherings**, such as social events, birthdays, wedding receptions, and other celebratory functions. All events will finish by **10:00 PM**.

Hours of Operation (Proposed)

- **Community Event Hall:** 9:00 AM – 10:00 PM
- **Coffee Shop and Retail Units:** 8:00 AM – 6:00 PM (subject to individual tenants)

Building Management and Noise Control

A dedicated building manager will oversee daily operations, event coordination, and tenant relations. After events conclude at 10:00 PM, guests will exit through the main front entrance only, reducing any potential impact on nearby residential properties. Noise insulation improvements will be implemented within the event space to minimise disturbance, and clear signage will encourage courteous behaviour upon departure. Security personnel will be present during events, if required.

Waste Management

Each commercial unit will include internal waste storage, with routine collection by a licensed waste contractor. All external refuse will be stored securely at the right-hand side of the building, screened appropriately to avoid nuisance or visual impact.

Please let me know if you require a formal management or operational plan to accompany this application.