Application Number	
Date Logged	
Receipt No	Fee Received
Card	Other
KIRKLEES COUNCIL VALIDATION CHECKLIST	SUPPLY 1 COPY ONLY

Planning - PO Box 1720, Huddersfield, HD1 9EL
E-mail: planning.portal@kirklees.gov.uk **Tel:** 01484 414746

Application for a Lawful Development Certificate for a Proposed Use or Development

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number: 33

Suffix:

Property Name:

Address Line 1: Fixby Road

Address Line 2: Fixby

Address Line 3: Kirklees

Town/city: Huddersfield

Postcode: HD2 2JG

Description of site location must be completed if postcode is not known:

Easting (x): 414322

Northing (y): 420231

Description:

Applicant Details

Name/Company

Title

Miss

First name

Rebecca

Surname

Kane

Company Name

Address

Address line 1

20 Chapel terrace

Address line 2

Crossland moor

Address line 3

Town/City

Huddersfield

County

Country

United Kingdom

Postcode

Hd4 5dz

Are you an agent acting on behalf of the applicant?

- ○ Yes
- ☑ No

Contact Details

Primary number

***** REDACTED ******

Secondary number

Fax number

Email address

***** REDACTED ******

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

- ○ Yes
- ◉ No

Does the proposal consist of, or include, a change of use of the land or building(s)?

- ○ Yes
- ◉ No

Has the proposal been started?

- ○ Yes
- ◉ No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

Existing use is a church and community hall. It has been so since the 1950's

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

There are no planning applications found online however it is F1 useage

Select the use class that relates to the existing or last use.

F1 - Learning and non-residential institutions

Information about the proposed use(s)

Select the use class that relates to the proposed use.

F2 - Local community

Is the proposed operation or use

- ◉ Permanent
- ○ Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

Statement in Support of Lawful Development Certificate
Proposal: Change of use to a Community Centre and Event Premises
Address: 33 Fixby Road, Huddersfield, HD2 2JG

We are applying for a Lawful Development Certificate for the change of use of the premises at 33 Fixby Road, Huddersfield, from its current use to that of a Community Centre and Event Premises.

The site has historically been used as a place of worship and for community gatherings, aligning with Use Class F1(f) (places of worship) and potentially F2(b) (community halls). We now propose to expand and formalise this role to serve the wider local community in the form of a Community Centre that can also host events.

The proposed activities will include:

Educational workshops and training sessions

Meetings for local groups and charities

Cultural and religious events

Community celebrations such as birthdays, anniversaries, and small family functions

Health and wellbeing activities (e.g. fitness classes, mental health sessions)

This use will remain primarily non-commercial and community-focused, ensuring it benefits the local area. The intention is to continue operating within the spirit of the building's historical use, with enhanced flexibility to better serve current community needs.

No external alterations to the building are currently proposed, and the structure remains suitable for these purposes. The site has adequate space for safe access and, where needed, parking arrangements can be managed.

We believe this proposed use:

Represents a natural and modest evolution of the property's existing and historic use

Does not constitute a material change of use that would negatively impact the surrounding area

Supports the objectives of local and national planning policies by promoting social cohesion, wellbeing, and community development

On this basis, we respectfully request that the Council issues a Lawful Development Certificate to confirm the use of the premises as a Community Centre and Event Premises is lawful.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- (✓) Yes
- ( ) No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ( ) The agent
- (✓) The applicant
- ( ) Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- (x) Yes
- ( ) No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED ******

First Name

***** REDACTED ******

Surname

***** REDACTED ******

Reference

Email to solicitor

Date (must be pre-application submission)

28/04/2025

Details of the pre-application advice received

Good afternoon Mr Hanson,

Thank you for your below confirmation that Ms Kane's preference is for the covenant to be modified.

Having further considered the advice that we have received from our Planning colleagues, it is necessary for your client to submit an application for a Certificate of Lawfulness to gain a formal determination whether the proposed activities for the property are within the existing property use class or whether a planning application for a change of use is required. The current use class of the property is Use Class F1 of Schedule 2 of The Town and Country Planning (Use Classes) Order 1987 (as amended).

We have been advised that an application for a Certificate of Lawfulness can be submitted via the Planning Portal website: www.planningportal.co.uk. The website contains guidance on the application process. Your client may also wish to use a planning agent to submit an application on their behalf.

Once the planning requirements have been formally determined, and any necessary permissions approved, our Assets & Estates team will be able to undertake a valuation and provide Heads of Terms to your client for the modification of the covenant. Please can you inform us once a decision has been provided for the Certificate of Lawfulness application.

Please let us know if your client has any queries regarding the above.

Kind regards,

Philip Hinchcliffe

Surveying Officer

Assets & Estates

Place

Tel: 01484 221000

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff
(b) an elected member
(c) related to a member of staff
(d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ○ Yes
- ☑ No

Interest in the Land

Please state the applicant's interest in the land

- ○ Owner
- ☑ Lessee
- ○ Occupier
- ○ Other

If Lessee or Occupier, please give details of the owner and state whether they have been informed in writing of this application

***** REDACTED ******

Declaration

I/We hereby apply for Lawful development: Proposed use as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.
I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.
I/We also accept that, in accordance with the Planning Portal's terms and conditions:
- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☑ I / We agree to the outlined declaration

Signed

Rebecca Kane

Date

29/04/2025