



The Planning Inspectorate

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Your Ref: 23/02142/MINMAJ
Our Ref: APP/W0340/W/25/3367152

Zoe Cullen
West Berkshire District Council
Planning And Transport Strategy
Council Offices
Market Street
Newbury
Berks
RG14 5LD

16 June 2025

Dear Zoe Cullen,

Town and Country Planning Act 1990
Appeal by Putnam Properties Ltd
Site Address: Land Adjacent To M4, Membury Airfield, Lambourn Woodlands,
Hungerford, Berkshire, RG17 7TJ

We have received appeal forms and documents for this site. The papers have been checked and the appeal appears to be valid. If we later find out that this is not so, we will let you know. I am the case officer and if you have any questions please contact me.

Speeding Up Decisions On Appeals Needing Hearings

The Planning Inspectorate is committed to speeding up decisions on appeals that need a hearing. As of 1 April 2022, all validly received planning appeals that require a hearing will be subject to stricter timescales and will follow a timetable that adopts the principles set out in the Rosewell independent review of planning appeal inquiries.

Please read the contents of this letter carefully as it sets out details of the timetable and a date for the event. The event date is fixed and cannot be changed as it is based on Inspector availability. Our intention is to determine your appeal within 24 weeks of it being considered valid.

The procedure and starting date

The appellant(s) has requested the Hearing procedure.

In accordance with s319A of the Act we have applied the criteria and considered all representations received, including the appellant(s) preferred choice. We consider that the hearing procedure is suitable and we intend to determine this appeal by this procedure.

The date of this letter is the starting date for the appeal(s). The timetable for the appeal(s) begins from this date.

The Inspector and Hearing date

The Inspector appointed to decide the appeal is L. Conde and the hearing will open at

10AM on 2 October 2025. We currently anticipate 1 sitting days and, unless you are advised otherwise, the format of the event will be an face to face event, at a venue to be determined by the Local Planning Authority (LPA). However, you should also provide the LPA with an email address in the event the hearing needs to be moved online and held virtually.

Please make sure you secure a venue as soon as possible and provide the details to both the Appellant and ourselves.

However please ensure a back-up online meeting is set up in case the event needs to be moved online. The Inspectorate advises the LPA to encourage all participants in the hearing to register an email address with the LPA. This will enable the LPA to move the entire event online should this become necessary.

Sending documents to us and looking at the appeal(s)

A timetable is set out below. No reminders will be sent, and any documents sent after the deadlines will normally be returned.

You should use the Internet to submit documents, to see information and to check the progress of cases through GOV.UK. The address of the search page is <https://acp.planninginspectorate.gov.uk>

Timetable

The timetable set out below must be adhered to and requires action and documentation to be issued by strict deadlines. This will mean that we can deal with the appeal promptly and fairly. If documents are not with us in time, the Inspector will not normally look at them and we will return them to you unless there are exceptional reasons for accepting them. Not meeting your obligations under the prescribed timetable will increase your risk of incurring an award of costs against you (see section on costs below). Deadline extensions should not be requested unless there are very extenuating circumstances. These do not include lack of administrative cover for holiday or sickness.

By 23 June 2025

You must notify any person who was notified or consulted about the application in accordance with the Act or a development order and any other interested persons who made representations to you about the application, that the appeal has been made. You should tell them:

- i. that any comments they made at application stage will be sent to the Planning Inspectorate and the appellant(s), and will be considered by the Inspector (unless they withdraw them within the 5-week deadline)
- ii. If they want to make any additional comments, they must do so within 5 weeks of the starting date, by [[5 weeks from start date]]. If comments are submitted after the deadline, the Inspector will not normally look at them and they will be returned
- iii. when and where the appeal documents will be available for inspection
- iv. that the Planning Inspectorate will not acknowledge representations. We will, however, ensure that letters received by the deadline are passed on to the Inspector dealing with the appeal
- v. that they can get a copy of our booklet 'Guide to taking part in planning appeals proceeding by hearing' either free of charge from you, or on GOV.UK - Taking part in a planning, listed building or enforcement appeal - GOV.UK

vi. that the decision will be published on GOV.UK

You must also ensure a copy of a completed appeal questionnaire, policies and other supporting documents, a copy of your notification letter and a list of those notified is sent to both myself and the appellant(s) by this deadline.

By 21 July 2025

You must submit to me a copy of the completed and agreed statement of common ground, listing all matters that are not only agreed, but also confirming areas where there is disagreement. A draft statement of common ground should have been included in the paperwork received from the appellant.

If you are intending to submit a statement of case, then this should also be submitted by this deadline. Please give full details of the case you will put forward at the hearing including any documents, maps or plans you intend to refer to or use in evidence.

I will also require in a word document a list of any conditions or limitations you would agree to if the appeal were to be allowed (this will be accepted on a non-prejudicial basis of course).

By 04 August 2025

You must send me a copy of the LPA hearing date notification letter along with a list of all those notified of the arrangements.

Your letter should cover:

- The name the appeal has been made in, the location of the site and a description of the development
- The powers enabling the Secretary of State or Inspector to determine the appeal and the name of the Inspector
- A clear statement of the date and time of the hearing and the venue, along with an instruction that attendees should register with your Council in advance should they wish to attend (we suggest obtaining a name, email address and details of the attendee's status within the context of the appeal i.e., interested party). This information will assist the Inspector and will prove useful should the participants need to be contacted ahead of the event e.g., should the event need to move online and be held virtually
- That anyone wishing to speak at the hearing should make themselves known to the Inspector on the day as the Planning Inspectorate will not respond to requests to speak at the event in advance of the hearing
- All queries relating to the venue should be directed to the local planning authority
- Where the appeal documents can be inspected in person (by appointment at the Council Offices)
- A link (via the Council's website) to the appeal documents if published online
- That the decision will be published on Planning Inspectorate
- What facilities are available for people with disabilities e.g., parking spaces, venue access and seating arrangements etc
- Planning Inspectorate Reference: APP/.....

If you consider it appropriate, please notify the press of the hearing and, if notice of the hearing is published in the press, send a copy of the notice(s) to me.

Planning obligations - section 106 agreements

A planning obligation, often referred to as a 'section 106 agreement', is either a legal agreement made between the LPA and a person 'interested in the land' or a legally binding undertaking signed unilaterally by a person 'interested in the land'. If you intend to submit a planning obligation, you must read the guidance provided on GOV.UK - <https://www.gov.uk/government/publications/planning-appeals-procedural-guide>.

A final draft, agreed by all parties to it, must be submitted to me no later than 2 weeks before the hearing opens.

Costs

The appellant(s) has been directed to GOV.UK for further information regarding costs <https://www.gov.uk/guidance/appeals>. You should also be aware that costs may be awarded to either party.

Additionally, a Planning Inspector or the Secretary of State may on their own initiative make an award of costs, in full or in part, if they judge that a party has behaved unreasonably resulting in unnecessary appeal expense.

Decision on the Appeal

Your decision is expected to be issued on or before 21 November 2025.

Further information

Further information about the appeals process can be accessed at GOV.UK - <https://www.gov.uk/government/publications/planning-appeals-procedural-guide>. I recommend that you read the relevant guidance.

Yours sincerely,

Ruhit Rahman

Ruhit Rahman

<https://www.gov.uk/government/publications/planning-inspectorate-privacy-notice>