

Newport City Council

Newport City Council
Regeneration Investment & Housing
Civic Centre
Godfrey Road
Newport NP20 4UR

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Application for non-material amendment following a grant of planning permission

Town and Country Planning Act 1990

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 Details

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 Suffix

Property Name

Vicarage

Address Line 1

Gold Tops

Address Line 2

Town/city

Newport

Postcode

NP20 4PH

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

Easting (x)

330579

Northing (y)

188333

Description

Applicant Details

Name/Company

Title

Mrs

First name

Katrina

Surname

Brock

Company Name

Salutem Care & Education

Address

Address line 1

7 Vicarage Gold Tops

Address line 2

Address line 3

Newport

Town/City

Newport

Country

Postcode

NP20 4PH

Are you an agent acting on behalf of the applicant?

- ☒ Yes
- ☐ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

***** REDACTED *****

Email address

***** REDACTED *****

Agent Details

Name/Company

Title

Mr

First name

Neil

Surname

Ayres

Company Name

Ayres Haynes Architects Ltd

Address

Address line 1

Ground Floor, 3 Sandy Court

Address line 2

Ashleigh Way

Address line 3

Plymouth

Town/City

Country

GB

Postcode

PL7 5JX

Contact Details

Primary number

***** REDACTED *****

Secondary number

Email address

***** REDACTED *****

Eligibility

Does the applicant have an interest in the part of the land to which this amendment relates?

- ☒ Yes
- ☐ No

Description of Your Proposal

Please provide the description of the approved development as shown on the decision letter, including the application reference number and date of decision in the sections below

CHANGE OF USE FROM C3(A) DWELLINGHOUSE (VICARAGE) TO FIVE BEDROOM C2 RESIDENTIAL INSTITUTION

Reference number

25/0511

Date of decision

25/10/2025

For the purpose of calculating fees, which of the following best describes the original application type?

- ☐ **Householder development:** Development to an existing dwelling-house or development within its curtilage
- ☒ **Other:** anything not covered by the above category

Non-Material Amendment(s) Sought

Please describe the non-material amendment(s) you are seeking to make

Addition of new external plant room door on North Elevation, formed from existing window.
Relocation of new access door into courtyard at rear to basement stair landing area.

Please state why you wish to make this amendment

It has not been possible to arrange the relocation of the incoming electrical main supply, so it has become necessary to relocate the plant room to the new position shown. A new external door is necessary as the internal access door is now out of use.

Structural limitations have meant the formation of the external door into the courtyard was problematic. Building Regulations approved inspector has confirmed this is not required as a fire exit, so has been replaced by a service access door adjacent only, as indicated on the new plans.

Are you intending to substitute amended plans or drawings?

- ☒ Yes
- ☐ No

If yes, please complete the following details

Old plan/drawing numbers

2518 2 PL 01 Site Location Plan.pdf
2518 2 PL 02 Block Plan.pdf
2518 2 PL 03 Existing Site Plan.pdf
2518 2 PL 04 Existing LG Plan.pdf
2518 2 PL 05 Existing GF Plan.pdf
2518 2 PL 06 Existing FF Plan.pdf
2518 2 PL 07 Existing SF Plan.pdf
2518 2 PL 08 Ex Elevs Sections.pdf
2518 2 PL 10 Prop Site Plan.pdf
2518 2 PL 12 Prop GF Plan.pdf
2518 2 PL 15 Prop Elevs Sections.pdf

2518 4 BR 01 Site Location Plan.pdf
2518 4 BR 02 Block Plan.pdf
2518 4 BR 03 Existing Site Plan.pdf
2518 4 BR 04 00 Existing GF LG Plan.pdf
2518 4 BR 05 00 Existing FF SF Plan.pdf
2518 4 BR 06 00 Existing Elevs & Sections.pdf
2518 5 BR 08 C Prop Site Plan.pdf
2518 5 BR 12 C Prop GF Plan.pdf
2518 5 BR 15 A Prop Elevs & Sections.pdf

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? (Please select only one)

- ☐ The agent
☒ The applicant
☐ Other person

Pre-application Advice

Has pre-application advice been sought from the local planning authority about this application?

- ☐ Yes
☒ No

Authority Employee/Member

With respect to the Authority, is the applicant 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

Do any of these statements apply to you?

- ☐ Yes
☒ No

Declaration

I/We hereby apply for Non-Material Amendment 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:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be made available 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

Neil Ayres

Date

18/09/2026