

Mrs L Doe  
Broadway Farm  
Broad Oak  
Botley  
SO30 2EU

|             |                                                                                    |
|-------------|------------------------------------------------------------------------------------|
| My ref      | ENF/2024/202                                                                       |
| Please ask  | John Saunders                                                                      |
| for         |                                                                                    |
| Direct dial | 023 8068 8000                                                                      |
| e-mail      | <a href="mailto:John.saunders@eastleigh.gov.uk">John.saunders@eastleigh.gov.uk</a> |
| Hours of    | Mon-Fri 9-5                                                                        |
| work        |                                                                                    |

Dear Mrs Doe,

**Re: Potential unauthorised matting surface and unauthorised use of land**

**SITE: Land at Broadway Farm (East Field)**

I hereby serve upon you the attached Planning Contravention Notice.

You are required to complete the attached form and return it to me within the time specified.

I would advise you that failure to comply with the requirements of this notice is an offence and liable to a fine not exceeding £1000.

Should you wish to make representations about this Notice, you are invited to attend the Council Offices at the date and time specified in Schedule 3 of the attached notice, or telephone to make an alternative appointment should that given be inconvenient.

Yours sincerely,



John Saunders  
Planning Enforcement Officer

Enc.

**IMPORTANT**

**THIS COMMUNICATION AFFECTS YOUR PROPERTY**

**EASTLEIGH BOROUGH COUNCIL**

**TOWN & COUNTRY PLANNING ACT 1990**

**(AS AMENDED BY THE PLANNING & COMPENSATION ACT 1991)**

Potential unauthorised matting surface and use of land

at

Land at Broadway Farm (East Field)

**PLANNING CONTRAVENTION NOTICE**

1. It appears to the Eastleigh Borough Council ('the Council') being the Local Planning Authority for the purposes of Section 171C of the Town & Country Planning Act 1990 ('the Act'), that there may have been a breach of planning control in respect of the land described in Schedule 1. ('the land')
2. The suspected breach of planning control is specified in Schedule 2.
3. This Notice is served on you as a person/organisation who is the owner or occupier of the land or has any other interest in it, or is carrying out the operations in, on, over or under or using it for the purposes specified.
4. In exercise of their powers under Section 171C(2) and (3) of the Act, the Council require you, so far as you are able, to give them the information stated, in writing, within 21 days, beginning with the day on which this notice is served on you. The attached form, PCN 1, is provided for this purpose.
5. If you wish to make an offer to apply for planning permission, or to refrain from carrying out any operations or activities, or to undertake

remedial works, or to make any representations about this Notice, the Council, or representatives of the Council, will consider them on the date specified in Schedule 3, at the Eastleigh Borough Council, Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN when you will be able to make any representation in person at that time and place.

Dated: 25<sup>th</sup> July 2024

Eastleigh House  
Upper Market Street  
Eastleigh  
Hampshire  
SO50 9YN

 FCILEx  
Head of Legal Services and Data Protection Officer (Acting)

## **WARNING**

1. It is an offence to fail, without reasonable excuse, to comply with any requirement of this Notice within 21 days beginning with the day on which it was served on you. The maximum penalty on conviction of this offence is a fine of £1,000. Continuing failure to comply following a conviction will constitute a further offence.
2. It is also an offence knowingly or recklessly to give information, in response to this Notice, which is false or misleading in a material particular. The maximum penalty on conviction of this offence is a fine of £5,000.

## **ADDITIONAL INFORMATION**

3. If you fail to respond to this Notice, the Council may take further action in respect of the suspected breach of planning control. In particular, they may issue an Enforcement Notice, under Section 172 of the 1990 Act, requiring the breach, or any injury to amenity caused by it, to be remedied.
4. If the Council serve a Stop Notice, under Section 183 of the 1990 Act, Section 186(5)(b) of the Act provides that should you

**otherwise become entitled (under Section 186) to compensation for loss or damage attributed to that notice, no such compensation will be payable in respect of any loss or damage which could have been avoided had you given the Council the information required by this Notice, or had you otherwise co-operated with the Council when responding to it.**

## **SCHEDULE 1**

Land at Broadway Farm – Outlined in Red (East Field – Outlined in Blue)

**Plan attached**

## **SCHEDULE 2**

Potential unauthorised surface and use of land

**Please complete and return the attached questionnaire,  
retaining one copy for your records**

## **SCHEDULE 3**

Eastleigh Borough Council  
Eastleigh House  
Upper Market Street  
Eastleigh  
SO50 9YN

6<sup>th</sup> August 2024

10:00am

**Question 1:** Please state your interest in the land and give your full name and address

Your Interest in the land is: \_\_\_\_\_

e.g. freeholder/tenant/leaseholder

Your Name and Address is:

|  |
|--|
|  |
|  |
|  |

**Question 2:** Please give the name and address of any other person with an interest in the land.

| Bank/Building Society | Other Persons with interest | Other Persons with interest |
|-----------------------|-----------------------------|-----------------------------|
| Interest              | Interest                    | Interest                    |
| Name                  | Name                        | Name                        |
| Address               | Address                     | Address                     |
|                       |                             |                             |
|                       |                             |                             |
|                       |                             |                             |

If there are any other persons with any interest in the land or the activities you should attach their details on a separate sheet.

**Question 3:** Please confirm when the matting was laid on the East field:

**Question 4:** Please confirm how the matting was laid on the East field and provide details of the operation.

**Question 5:** Please confirm if there were any ground works undertaken or a sub base laid when the matting was put down on the East field.

**Question 6:** Please confirm the reason for laying the matting on the East field.

**Question 7:** Please confirm if the matting is a permanent or temporary surface and if the matting is attached to the ground. If the matting is attached, please provide details of how it is attached to the ground.

**Question 8:** Please confirm the current use of the East field.

**Question 9:** Please confirm how long the current use has been undertaken on the East field.

**Question 10:** Please provide any further information or supporting documents that you feel may be relevant to the laying of the matting and use of the East field.

I hereby state that the answers to the questions set out above, to the best of my knowledge, comprise a true and correct statement of **all** the information required by the Notice. I understand that failing to complete some or all of the Notice or the inclusion of information which I know to be false or misleading is an offence.

Date:

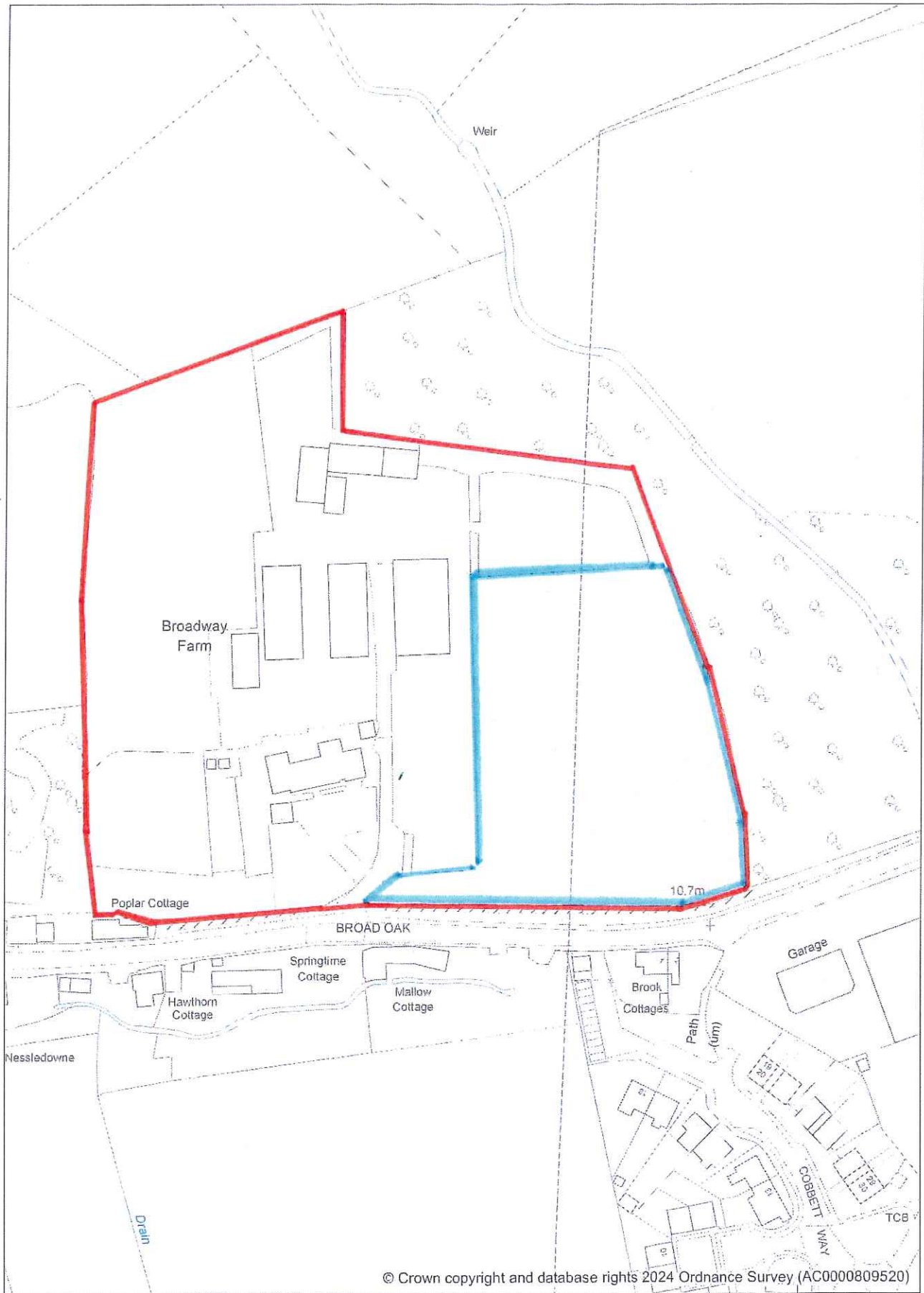
Signed:

Print Name .....

This form when completed should be returned with the annotated plan within 21 days to:

Head of Legal Services and Data Protection Officer (Acting)  
Eastleigh House  
Upper Market Street  
Eastleigh  
Hampshire  
SO50 9YN

ENF/2024/202



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**EASTLEIGH**  
BOROUGH COUNCIL



|                  |               |
|------------------|---------------|
| Department:      | Enforcement   |
| Date: 25/07/2024 | Scale: 1:1767 |