

Date: 23 November 2020  
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Waltham Parish Council  
Mr McCord - Parish Clerk,  
4 The Street,  
Kingston,  
CT4 6HZ

Dear Waltham Parish Council

**Application No:** CA/20/02466  
**Proposal:** Change from flat roof to pitched roof to existing rear single-storey extension together with removal of 1.no chimney and new oil tank with 1.8m screening fence to front elevation.  
**Location:** 23 Richdore Road, Waltham, Canterbury, Kent, CT4 5SJ,

We have received an application for the above proposal and would be pleased to receive any comments you wish to make on or before **18 December 2020**

You can view and comment on applications online at

<https://www.canterbury.gov.uk/planningsearch>

The views of the Parish Council will be considered and taken into account when assessing the application.

Should you have any queries on the application please contact me.

Yours sincerely

Mr Pieter De Villiers  
Case Manager