

6. How do I report a possible breach of planning control?

If you are concerned about building work, a change of use, the display of an advertisement or any other planning matter which you believe may be unauthorised, please make an enquiry in one of the following ways:

In writing: Planning Services
Peak District National Park Authority
Aldern House
Baslow Road
Bakewell
DE45 1AE

E-mail: customer.service@peakdistrict.gov.uk

In person: At the Authority's office in Bakewell (address as above)

Telephone: (01629) 816200

For telephone enquiries and visits to our office, our office hours are 8.45am to 5.00pm Monday to Thursday and 8.45am to 4.45pm on Friday. On bank holidays the offices are closed. Out of hours there is a facility to leave a telephone message.

Information Requirements

To properly investigate an enquiry we need as much information as possible up-front. This might include the following:

- an accurate address of the site involved, preferably including a postcode. If it is an unusual site and you cannot find out its address, you could try providing photographs and locating it on a map.
- a summary of the breach (description of the buildings works or an overview of the use)
- approximate dimensions of any buildings, parts of buildings or structures
- any relevant dates and times (commencement and completion, or stage of building works, or times that a use take place)
- details of any relevant planning permissions
- details of any vehicles involved
- name and address of the owner and/ or the occupier of the premises and any other persons involved in the breach (such as a relevant company name, building company , contractor)
- details of the harm caused by the breach of planning control and what has prompted the enquiry



Personal Information

We encourage enquirers to provide contact information so that we get in touch if we require further information or clarification.

Whilst the subject of the enquiry is public information, the name, address or other personal details of the enquirer will not normally be published or otherwise made available as they are protected by the Data Protection Act. It is possible however that the person who is the subject of the enquiry will draw their own conclusions about the source of the enquiry.

In some limited cases, a court or the general law may mean that we have to make this information available.