

BASSETLAW DISTRICT COUNCIL

Local Land Charges Access to Con29 information

From 1st April 2009

From the 1st April 2009 all information contained on a Con29 will be available for any person wishing to carry out a Personal Search.

Some of the above is held on Public Records at no cost to the searcher and some of the information is available via a Land Charges One Stop Shop facility.

The cost of the information, which is not publicly free, is attached to this notice.

Local Land Charges Register

An LLC1 search covers the information, which is held on the Local Land Charges Register eg Panning Permissions, Enforcement Notices, Listed Buildings, and Grants etc.

This can be obtained via the NLIS hub at a cost of £23.00

By post/DX or email at a cost of £25.00.

Cheques are to be made payable to Bassetlaw District Council and all mail should be addressed to the Land Charges Department at Queens Buildings, Potter Street, Worksop, Notts. S80 2AH.

DX 723180 Worksop 3 or land.charges@bassetlaw.gov.uk (for emailed searches cheques must be dispatched within 24 hours of sending email)

This will be completed within 2-3 working days and carried out by **Experienced Land Charges Staff and backed by the Councils Indemnity Insurance.**

The Local Land Charges Register is a public register which may be inspected by anyone wishing to do so, the current statutory fee is £22.00 per search and additional parcels of land are charged at a rate of £1.00 per extra parcel providing there is a common boundary between the properties. The Land Charges Register is partly computerised and partly manually held on a card system.

There is an appointment system in place for access to the Land Charges Register, appointments are Monday to Friday between the hours of 9am and 11.30 am and 2pm and 3.30pm. You will be required to state the addresses to be searched on to allow the Land Charges staff to determine how much access will be available for other searchers wishing to operate on the same day. A plan must be provided **and kept by the Council** to assist the Land Charge staff in locating the property on the GIS mapping system and you will be asked to verify that the outline is correct in accordance with your plan and sign a disclaimer to the

same. Payments are to be made by cheque to the Land Charges Staff or by card in the Cash Hall located on the ground floor. The Land Charges Section is located on the 2nd floor. Please instruct the reception staff that you are here to carry out a personal search and we will collect you at your allotted time.

Please contact the Land Charges Section on 01909 533277 or 01909 533281 for appointments, cancellations or any further information regarding the above.

Public Registers

Planning Public Register

The planning public register is located on the 2nd floor and can be viewed free of charge at the same time as carrying out a personal search of the Land Charges Register but if not, then you will be required to make an appointment by contacting the planning staff on 01909 53 3264 or 01909 534430. You will be able to view the site history on the Personal Search screen in the reception area. (If the system is down due to technical problems then a hard copy version of the site history can be obtained from the Planning Reception but this is only for you to copy information from and **must** be returned to reception staff once finished with.

Enforcement Public Register

Please contact the Planning Department for an appointment to see any information regarding Enforcement Notices on 01909 533264 or 01909 534430.

Local Plan

The Local Plan can be viewed at the 2nd Floor Planning Reception on request or alternately paper copies are obtainable at a cost of £55.00 on collection or £60.00 posted. For information regarding the Local Plan please contact the Principal Planning and Policy Officer on 01909 533493.

Contaminated Land

Please make an appointment to view the Contaminated Land Register by contacting the Contaminated Land Officer on 01909 534423

Radon Gas

The Health Protection Agency (HPA) holds this information and is available via the web on (<http://www.hpa.org.uk/radiation/radon/index.htm>). Alternatively information can be requested from HPA by telephoning 0800 614529 (24 hours) or 01235 822622 (day time) or by writing to Radon Studies, Health Protection Agency, Radiation Protection Division, Chilton, Didcot, Oxton. OX11 0RQ.

Highways Information

All Highways Information is held by the Nottinghamshire County Council and can be obtained by visiting the offices at Trent Bridge House, Fox Road, West Bridgford, Nottingham NG2 6BJ or on line at www.nottinghamshire.gov.uk/adoptedroads.htm .

For information regarding the cost of obtaining information not held on the public registers please contact the Searches Team at the above address or 0115 977 2519.

Drainage Information

Question 3.3 (a) and (b) is dealt with by Severn Trent Water Limited, Conveyancing Searches, P O Box 6187, Nottingham. NG5 1LE.

Tel: 0115 962 7269, Fax: 0115 962 7132

Search Fees for Personal Searches

Search of the Land Charges Register - **£22.00**

A One Stop Shop will be carried out by the Land Charges Staff upon the presentation of the prescribed fees below – all replies will be carried out within 3-5 working days and will be available to view on the Personal Search Screen in the Planning Reception Area on the 2nd Floor.

Building Control - **£10.50 or**

Question 1.1 (f)	-	£2.10
Question 1.1 (g)	-	£2.10
Question 1.1 (h)	-	£2.10
Question 3.7 (a)	-	£2.10
Question 3,8	-	£2.10

Environmental Health - **£10 or**

Question 3.7 (b)	-	£1.50
Question 3.7 (c)	-	£1.50
Question 3.7 (d)	-	£1.50
Question 3.7 (f)	-	£1.50
Question 3.11	-	£1.00
Question 3.12 (b)(i)	-	£1.50
Question 3.12 (c)	-	£1.50

Planning - **£8.00 or**

Question 3.1	-	£0.60
Question 3.5	-	£0.60
Question 3.9 (g)	-	£0.60
Question 3.9 (h)	-	£0.60
Question 3.9 (i)	-	£0.60
Question 3.9 (j)	-	£1.00
Question 3.9 (k)	-	£0.60
Question 3.9 (l)	-	£0.60
Question 3.9 (m)	-	£1.00
Question 3.9 (n)	-	£0.60
Question 3.10 (b)	-	£0.60

Question 3.11

- £0.60

A plan must be provided for all types of search clearly outlined in red and of OS standard. All searchers must sign a disclaimer. The Land Charges Staff will retain a copy of the plan.

One Stop Shop Facility

The Council will be operating a One Stop Shop Facility to obtain all the above questions on behalf of any searcher for the fees set out above. This information will be completed within 3-5 working days.

Once the Con29 information (3-5 working days) is complete you will be able to view the information on the personal search screen in the Planning Reception on the 2nd floor. We request that you phone the Land Charges staff on either 01909 533277 or 01909 533281 to inform them of your intentions to visit the offices to obtain this information.

If for any reason a search will not be ready within 3-5 working days we will inform your office of the delay and let you know when this information will be available.

All payments for Con29 information must be paid at the time of carrying out a personal search of the Land Charges Register and be accompanied by a plan of OS standard clearly outlined in red which will be kept by the Land Charges Section.

If any further information is required regarding the Con29 questions it may be subject to the normal fees charged by the departments for obtaining or supplying this information.

NOTE: Question 3.9 relates to notices at the “decision to issue” stage and will rarely, if ever be revealed on any public register. However, once the notices are either effective or served they will appear on the Registers.

The Land Charges Staff are not available to clarify any details regarding the information held on any public registers or raw data information. It is at the discretion of the personal searcher to follow up with the relevant departments any queries that may arise from data sourced.

Alternatively you can obtain a full Con29 (R), which will be carried out by the Councils Land Charges Staff at a cost of £55.00 within 3-5 working days or a full Official Search at a cost of £80.00.

Con29 (O) prices are as follows, but if not accompanied by a Con29 (R) a £10.00 admin fee will be added.

Question 5	-	£6.00
Question 22	-	£14.00
All other questions	-	£10.00 each