From: **chris s** [redacted]
Date: Fri, 29 Aug 2025 at 09:52
Subject: Re: AWDM/0720/25 27 Hadley Avenue, Worthing
To: Rebekah Smith <rebekah.hincke@adur-worthing.gov.uk>

Dear Rebekah

I hope you are refreshed after your break.

Booths have kindly provided the following videos showing moving annexe with a supporting frame once bolted together.

https://granny-annex-planning-permission.co.uk/caravan-act-explained/

[redacted]

Trusting you will be able to clear this through as a matter of urgency.

Kind regards

Chris Sheldrake

Sent from Outlook for Android

From: Rebekah Smith <rebekah.hincke@adur-worthing.gov.uk>
Sent: Thursday, August 28, 2025 1:53:31 PM
To: chris s [redacted]
Subject: Re: AWDM/0720/25 27 Hadley Avenue, Worthing

Dear Chris,

Thank you for the additional information you have provided. I'm sorry I haven't been able to respond sooner on this as I have been on leave. I apologise for any inconvenience caused by the delay.

I think that the key factor remaining in question is whether the structure is physically capable of being moved by road when assembled.

The Caravan Sites Act 1968 - Section 13 (1) – Definition modified (twin-unit caravans) provides that:

"A structure designed or adapted for human habitation which:

a) Is composed of not more than two sections separately constructed and designed to be assembled on a site by means of bolts, clamps or other devices;

and

b) Is, when assembled, physically capable of being moved by road from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer),

shall not be treated as not being (or not having been) a caravan within the meaning of Part 1 of the Caravan Sites and Control of Development Act 1960 by reason only that it cannot lawfully be moved on a highway when assembled."

Are you able to provide evidence that this structure is capable of being lifted/transported etc when assembled ie as one complete unit?

Kind regards,

Rebekah Hincke
Senior Planning Officer, Planning & Development
01903 221313
Adur & Worthing Councils
Worthing Town Hall, Chapel Road, Worthing, West Sussex, BN11 1HA
www.adur-worthing.gov.uk

On Thu, 7 Aug 2025 at 12:13, chris s [redacted]> wrote:
Also an attachment showing the foot

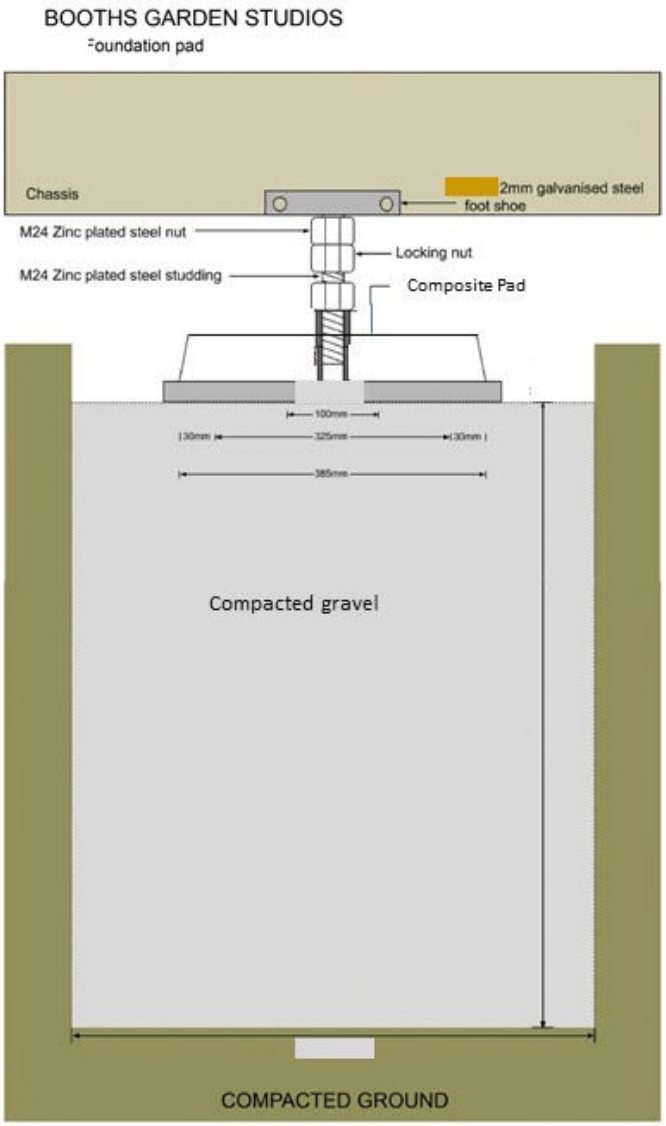
Kind regards
Chris

To install and level the chassis the installation team will, below each foundation pad (foot) dig down until the ground is compacted. They will then fill the hole with compacted gravel allowing the composite pad to rest on this compacted pillar.

On the QCB the feet are pitched at 1.22mt (4ft) intervals along the front and rear.
On the QC6 they are pitched at 1.0mt (3ft) along all sides.

The locking nuts allow the studio to be raised / lowered to achieve a level floor area and can take into account a fall in the land of 250mm. (1.0 metre can be catered for with the addition of leg support braces.)

When levelled Booths require a 50mm (2") gap all around the studio to allow for a free flow of air to maintain the integrity of the floor base.



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Sent from Outlook for Android

From: chris s [redacted]
Sent: Thursday, August 7, 2025 12:09:34 PM
To: Rebekah Smith <rebekah.hincke@adur-worthing.gov.uk>
Subject: Re: AWDM/0720/25 27 Hadley Avenue, Worthing

Dear Rebekah

Booths have also responded as follows...

in addition to the installation slides this may also help the queries listed below,

In terms of whether the structure falls within the definition of a caravan, I can see that it would meet the relevant criteria in terms of its size, but further information would be required in terms of transportability in my view - clarity on how this particular unit is assembled/as two sections/bays The slides show the method employed. The final act is the connection of the two sections.
whether it is connected to the ground/ precise details on how it is mounted/fixed etc, I have attached a cross sectional view of the foot pads used to rest the studio on the ground. There are no fixed foundations used. Please see the attached.
what services/utilities would be connected and can these be removed when not required, and evidence of when assembled it is physically capable of being moved by road as one complete unit. The regulation stipulates that it can be moved in two sections as per the pictures sent through i.e a reverse of the installation procedure. Mains electrical services are connected with a part P compliance certificate and the groundworks i.e. waste away and fresh water supply are installed. All services can be removed and the land reinstated should you move the annex to another location.

Kind regards
Chris Sheldrake

Sent from Outlook for Android

From: chris s[redacted]
Sent: Wednesday, August 6, 2025 6:52:57 PM
To: Rebekah Smith <rebekah.hincke@adur-worthing.gov.uk>
Subject: Re: AWDM/0720/25 27 Hadley Avenue, Worthing

Dear Rebekah

The following link shows how the annexe is joined on a typical install, as you can see each section is easily road transportable, each picture is accompanied by a comment which can be read by clicking the 'speech bubble' icon which explains the step shown:

https://photos.app.goo.gl/mNSkSyeWrdiJcmrC7



Mr Rob Cleese Annexe Installation · Tuesd

22

Shared album · Tap to view!

photos.app.goo.gl

Please let me know if you need any further information.

Kind regards

Chris Sheldrake