

**Knowsley Council**Website: www.knowsley.gov.uk/environment/planningandbuilding/Directorate of Regeneration and Neighbourhoods
Housing, Planning and Building Control
PO Box 26
Archway Road
Huyton Knowsley
Merseyside L36 9FB

Tel: (0151) 443 2381

Application for a Lawful Development Certificate for a Proposed Use or Development

Town and Country Planning Act 1990 (as amended)

Publication of applications on planning authority websites

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

Site Location

Disclaimer: We can only make recommendations based on the answers given in the questions.

If you cannot provide a postcode, the description of site location must be completed. Please provide the most accurate site description you can, to help locate the site - for example "field to the North of the Post Office".

Number

Suffix

Property Name

Address Line 1

Address Line 2

Address Line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

Applicant Details

Name/Company

Title

Mrs

First name

caroline

Surname

Kelly

Company Name

Circle Inclusive CIC

Address

Address line 1

44 Heathfield Park

Address line 2

Address line 3

Town/City

Widnes

County

Halton

Country

United Kingdom

Postcode

WA8 9WY

Are you an agent acting on behalf of the applicant?

☐ Yes

☒ No

Applicant Contact Details

Primary number

***** REDACTED *****

Secondary number

Fax number

Email address

Description of Proposal

Does the proposal consist of, or include, the carrying out of building or other operations?

☐ Yes

☒ No

Does the proposal consist of, or include, a change of use of the land or building(s)?

☒ Yes

☐ No

If Yes, please give a full description of the scale and nature of the proposed use, including the processes to be carried out, any machinery to be installed and the hours the proposed use will be carried out

Use of the building as a daytime community support service (adult day centre) for individuals with additional needs.

The service will operate during daytime hours only (Monday–Saturday, approximately 9am–4pm), with low numbers attending.

Activities will include arts and crafts, life skills, light exercise, and community-based support in a safe and structured environment.

The use is non-residential, non-clinical, and comparable to existing Class E uses such as community facilities, indoor recreation, and health and wellbeing services.

If Yes, please fully describe the existing or the last known use, with the date when this use ceased

The property is currently in use as an indoor play centre following planning permission for change of use from a Gospel Hall (Use Class D1) to Use Class D2 (planning reference 19/00260/COU).

Has the proposal been started?

☐ Yes

☒ No

Grounds for Application

Information about the existing use(s)

Please explain why you consider the existing or last use of the land is lawful, or why you consider that any existing buildings, which it is proposed to alter or extend are lawful

The lawful use of the property is established through planning permission reference 19/00260/COU, which granted change of use from a Gospel Hall (Use Class D1) to an indoor play centre (Use Class D2).

This planning permission was implemented, and the property is currently operating as an indoor play centre.

Under the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020, the former D2 use now falls within Class E.

Therefore, the existing use of the building is considered lawful.

Please list the supporting documentary evidence (such as a planning permission) which accompanies this application

- Planning permission reference 19/00260/COU – Change of use from Gospel Hall (Use Class D1) to indoor play centre (Use Class D2)
- Associated decision notice and approved documents relating to planning reference 19/00260/COU
- Site location plan
- Supporting statement submitted with this application

Select the use class that relates to the existing or last use.

E(f) - Creche, day nursery or day centre - Except where including a residential use

Information about the proposed use(s)

Select the use class that relates to the proposed use.

E(f) - Creche, day nursery or day centre - Except where including a residential use

Is the proposed operation or use

- ☒ Permanent
- ☐ Temporary

Why do you consider that a Lawful Development Certificate should be granted for this proposal?

The property benefits from an established lawful use as an indoor play centre following planning permission reference 19/00260/COU (change of use from Gospel Hall, Use Class D1, to Use Class D2). This use has been implemented and is currently in operation.

Under the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020, the former D2 use now falls within Class E.

The proposed use as a daytime community support service (adult day centre) is considered to fall within Class E, specifically uses relating to community services, indoor recreation, and health and wellbeing.

The proposed use is non-residential, operates during daytime hours only, and would not result in a material change of use from the existing lawful use.

Therefore, it is considered that the proposal is lawful and a Lawful Development Certificate should be granted.

Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land?

- ☒ Yes
- ☐ No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- ☐ The agent
- ☒ The applicant
- ☐ Other person

Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application?

- ☒ Yes
- ☐ No

If Yes, please complete the following information about the advice you were given (this will help the authority to deal with this application more efficiently):

Officer name:

Title

***** REDACTED *****

First Name

Surname

***** REDACTED *****

Reference

Date (must be pre-application submission)

18/03/2026

Details of the pre-application advice received

Informal advice was sought from the Local Planning Authority via email and telephone in relation to the proposed use of the property.

I was advised that confirmation could not be provided informally and that a formal application for either a Lawful Development Certificate or planning permission would be required to determine the lawful use of the building.

Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:

- (a) a member of staff
- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

- ☐ Yes
- ☒ No

Interest in the Land

Please state the applicant's interest in the land

- ☐ Owner
- ☐ Lessee
- ☐ Occupier
- ☒ Other

If Other, please give the names and addresses of anyone who has an interest in the land and state the nature of their interest (if known)

***** REDACTED *****

Have they been informed of the application?

- ☒ Yes
- ☐ No

Declaration

I/We hereby apply for Lawful development: Proposed use as described in the questions answered, details provided, and the accompanying plans/drawings and additional information.

I/We confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

I/We also accept that, in accordance with the Planning Portal's terms and conditions:

- Once submitted, this information will be made available to the Local Planning Authority and, once validated by them, be published as part of a public register and on the authority's website;
- Our system will automatically generate and send you emails in regard to the submission of this application.

☒ I / We agree to the outlined declaration

Signed

caroline Kelly

Date

20/03/2026