

## Susan Garbutt

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**From:** James Clarke [REDACTED]  
**Sent:** 18 June 2020 18:30  
**To:** Susan Garbutt  
**Subject:** Re: S/2020/0968/FUL 169 Watling St West  
**Attachments:** Floor Plan (Draft) 1.3 .pdf

**Importance:** High

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Susan

Thanks for your email.

Taking each of your questions in the order asked below:

Our application has been prompted by the Corona Virus, specifically by the social distancing measures required when we are allowed to open, because we will not be able to accommodate many, if any, sit-in customers. However, notwithstanding Corona Virus, in terms of selling hot drinks and snacks, we had been concerned as to the limitations of this condition if, for example, a customer wished to order their coffee and hot toasted sandwich 'to go', which would be a reasonable expectation of a customer of an establishment like ours. Examples of the kind of menu items we would like to provide for take away are included in our application but I'd be happy to elaborate further if required.

Our business model would provide for sale of hot foods at any time during our trading hours, but initially this is more likely to be during the day than in the evening. Our daytime focus will be on hot drinks and snacks, with a much smaller emphasis on fuller 'plates'. Our evening focus would normally be on sharing plates, hot and cold which, though possible and included in our offering, does not lend so well to a takeaway model.

No further equipment is required as our kitchen is already equipped for hot food, including ventilation.

Customer access will be to the front of the property on Watling Street only. The rear door, which enters directly into the kitchen, is for staff only. We have devised a one-way system to minimise congestion at the front door in accordance with Covid-secure operating.

Please see floor plan attached. This is not a scale drawing.

I trust this provides the information required but please let me know if you need anything further.

Kind regards  
Dean Burroughs

On 18 Jun 2020, at 14:21, Susan Garbutt [REDACTED] wrote:

Dear Mr Burroughs,  
I have received the above application and I just have a few questions regarding the proposal.

The application form states that the takeaway use is required for the business, is this due to Coronavirus or in general? Please can you explain the nature of the business model for the café, for example, is takeaway required all day or just in the evening.

Also, are any changes required to facilitate the hot food takeaway, such as new flue/extraction equipment or is the existing to be used. If new equipment is required, please provide details. If takeaways are served, are customers using the access on Watling Street or is access to the rear available also?

Please can you also provide a floor plan of the unit.

Please give me a call if you wish to discuss. I look forward to hearing from you.

Kind regards,

Susan

**Susan Garbutt BA(Hons) DipTP MRTPI**

General Developments Planning Team - Development Management  
Place and Growth Directorate - South Northants Councils

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