

SPELTHORNE BOROUGH COUNCIL

CERTIFICATE OF SERVICE

Pursuant to S. 329 of the Town & Country Planning Act 1990:-

I, Elizabeth McNulty, of Spelthorne Borough Council of Council Offices, Council Offices, Knowle Green, Staines, Middlesex TW18 1XB, hereby certify that:

1. I am employed as an enforcement officer by Spelthorne Borough Council of Council Offices, Knowle Green, Staines, Middlesex TW18 1XB.

2. I did on 16 March 2023 serve:

- ANTHONY BRINDLEY & ZORANA MCDERMOTT of Riverbank, The Creek, Sunbury-On-Thames TW16 6BY
- THE OWNER/OCCUPIER of Riverbank, The Creek, Sunbury-On-Thames TW16 6BY
- THE DIRECTORS OF TW16 LTD, of Fourth Floor, Rex House, 4-12 Regent Street, London, SW1Y 4PE
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with

- (a) a letter dated 16 March 2023
- (b) a copy of planning application fees
- (c) 3 copies of an Enforcement Notice 19/00015/ENF with attached plans 1-6 and Image 1-2
- (d) A copy of the Planning Inspectorate Information sheet for appeals
- (e) A copy of Planning Inspectorate booklet entitled "Making your appeal: How to complete your enforcement notice appeal form".

3. I provided service by:

- i) ~~delivering it by hand to x at the above address on the above date at approximately xx:xx hours at the above address. In a sealed envelope.~~
- ii) ~~leaving it at the usual or last known place of abode of that person or the address for service given by that person. The sealed envelope was marked "Important — this Communication Affects Your Property".~~
- iii) sending it in a pre-paid registered letter, or by the recorded delivery service, addressed to that person at his/her/they usual or last known place of abode or the address for service given by that person. I did this by placing the said documents in an envelope in the Council's post room at the Council Offices Knowle Green Staines to be processed and collected by the Royal Mail at about 14:00 hours. The sealed envelopes was marked "Important – this Communication May Affect Your Property".
- iv) ~~sending it using electronic communications to and address given by that person for service by electronic communication~~
- v) ~~delivering it to the secretary or clerk of the company or body at their registered or principal office, or sending it in a registered pre-paid registered letter or by recorded delivery service, address to the secretary or clerk of the company or body at that office. I did this by placing the said documents in an envelope in the Council's post room at the Council Offices Knowle Green Staines to be processed and collected by the Royal Mail at about 16:20 hours. The sealed envelope was marked "Important — this Communication Affects Your Property".~~

Signed E. McNulty

Dated 16 March 2023