

## **HOW TO WRITE YOUR APPEAL OBJECTION COMMENTS**

Although most of you will have submitted comments as part of the original LiveWest Planning Application, **our lawyer has said that it will help our case HUGELY if as many people as possible can send new objection comments for the Planning Inspector to consider, with photos if possible.** This document explains how to do this.

The **deadline** for submitting your comments and photos is **12<sup>th</sup> May at the latest**. Any comments made after this date will **NOT** be accepted.

### **What to write in your comments**

- We don't need you to point out the policy or legal flaws in LiveWest's Planning Application - our legal team will be covering those oD.
- **What we need you to focus on is your personal relationship with Packsaddle Community Fields. We need to demonstrate to the Inspector that the community's connection to the Fields is real, deep, long-standing. We need to demonstrate that they're used regularly, extensively, and for a variety of purposes. So, please tell the Inspector how you use the Fields, how frequently, how they make your life better. Be personal, be honest, be yourself: this is your chance!**
- Please point out that you have continued to use the fields since your original objection, and that you'll continue to use them in the future, given the opportunity. Make it clear to the Inspector that Packsaddle Community Fields are an indispensable *Asset of Community Value*.
- If, like us, you've noticed that they've recently become even more popular, maybe you could make the point that use of Packsaddle Community Fields is actually growing?
- Please talk about the importance of community in general and how a sense of community improves your life. Make it clear that the Fields play a key role in connecting people and making this special community stronger. Do you, like us, believe the loss of the Fields would permanently and irrevocably damage our community?
- **Our lawyer has advised us that if you can also provide photos and/or a video of you and your friends or family enjoying the fields, that will be even better.** This will really help the inspector to understand how the fields are vital to the community and how they help to bring people together. Remember, one of our key arguments is that this is an *Asset of Community Value*, so the more that we can prove that point, the better. These photos and videos could help tip the balance in our favour!
- The following instructions explain how to submit photos along with your comments. We will get in touch with you separately about your videos – these can't be submitted online but they will still be valuable. Please hold onto them.
- Please note that the submission **must be made in one go** as there is no ability to save and then go back to it later. So please have everything ready to submit in one go i.e. your words and your photos (if you are submitting photos).

# How to submit your comments to the Planning Inspector

## Step 1

Go to <https://acp.planninginspectorate.gov.uk/>

Please note, you do **NOT** need to register; you can submit your comments without doing so. In the box under “Search for a case” enter the case number **3363055** and click “**Submit Search**”

The screenshot shows the 'Appeals Casework Portal' header with navigation links for Home, Register, Help, and Language (set to English). Customer support numbers for England (0303 444 5000) and Wales (0303 444 5940) are also provided. The main content area is divided into two sections: 'Log in or Register' and 'Search for a case'. The 'Log in or Register' section includes fields for Username and Password, a 'Log in' button, a 'Keep me logged in' checkbox, and links for 'Register' and 'Click here' for forgotten credentials. The 'Search for a case' section prompts the user to enter a 7-digit case reference number, with an example 'APP/A1234/A/99/1234567'. A search box contains the number '3363055' and a 'Submit Search' button is highlighted with a yellow box. A link for 'Advanced Search' is also visible.

## Step 2

Please check that the Site Address correctly says “Land at Packsaddle Way” then click the “**Make representation**” button.

A close-up of two buttons: 'Make representation' and 'Go Back'. The 'Make representation' button is highlighted with a yellow box.

Reference: APP/E3335/W/25/3363055

|  |                               |  |
|--|-------------------------------|--|
| <b>Appellant/Applicant</b><br>LiveWest | <b>Agent</b><br>Mr Des Dunlop | <b>Site Address</b><br>Land at Packsaddle Way<br>Frome<br>Somerset<br>BA11 2JU |
|--|-------------------------------|--|

  

| Case Details                    |                     | Dates                                   |                 |
|---------------------------------|---------------------|---|-----------------|
| <b>Case Type</b>                | Planning Appeal (W) | <b>Start Date</b>                       | 07 Apr 2025     |
| <b>Local Planning Authority</b> | Somerset Council    | <b>Questionnaire due</b>                | 14 Apr 2025     |
| <b>Case Officer</b>             | John Legg           | <b>Statement(s) due</b>                 | 12 May 2025     |
| <b>Procedure</b>                | Inquiry             | <b>Interested Party Comments due</b>    | 12 May 2025     |
| <b>Status</b>                   | In Progress         | <b>Appellant/LPA Final Comments due</b> | N/A             |
| <b>Decision and Outcome</b>     | Not yet decided     | <b>Inquiry Evidence due</b>             | N/A             |
| <b>Case Link Status</b>         | Not Linked          | <b>Event Date</b>                       | 12 Aug 2025     |
| <b>Linked Cases</b>             | 0                   | <b>Decision Date</b>                    | Not yet decided |

### Step 3

On the next screen, click the “**Save and Continue**” button

**Make Representation on Case APP/E3335/W/25/3363055**

[Help?](#)

This form enables you to submit comments on a case to The Planning Inspectorate. Information that you must provide is indicated by \*.

Please note that comments from interested parties need to be made within the timetable. This can be found on the previous 'Case Summary' page. Comments submitted after this date may be considered invalid and returned to the sender.

**Case Details**

|                      |  |
|----------------------|--|
| Appeal Reference:    | <a href="#">APP/E3335/W/25/3363055</a> |
| Appeal by:           | LiveWest                               |
| Appeal Site Address: | Land at Packsaddle Way, Frome          |

**Save and Continue**

### Step 4

On the next screen, select the “*Interested Party / Person*” option, complete all your details and click “**Save and Continue**”.

#### Make Representation on Case APP/E3335/W/25/3363055

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#### Your Details

In what capacity do you wish to make representations on this case? \*

- Agent
- Interested Party / Person
- Land Owner
- Rule 6(6)

Please provide your contact details

|                 |                      |
|-----------------|----------------------|
| Title *         | <input type="text"/> |
| First Name *    | <input type="text"/> |
| Surname *       | <input type="text"/> |
| Email Address * | <input type="text"/> |

Use our address finder to complete your details quickly or, if you do not have a postcode, you can enter your details manually.

|                         |                      |
|-------------------------|----------------------|
| Property Name or Number | <input type="text"/> |
| Postcode                | <input type="text"/> |

**Find Address**

|                  |                      |
|------------------|----------------------|
| Address Line 1 * | <input type="text"/> |
| Address Line 2   | <input type="text"/> |
| PO Box           | <input type="text"/> |
| Town/City *      | <input type="text"/> |
| County           | <input type="text"/> |
| Postcode *       | <input type="text"/> |

Previous

**Save and Continue**

### Step 5

- This is the page where you enter your comments.
- At the top where it says “*Are you acting on behalf of a company, group or organisation*”, please select “**No**”.

- Where it says “*My comments are set out in*”, tick “**the box below**”. This will open up a box where you can type in your comments. Don’t be fooled by the small size of the box, you can write a lot here and the text will scroll inside the box
- Start your comments with “I am against the appeal proposals.” Then write your reasons why you are objecting to the appeal.
- If you are including photos, also tick the “**separate documents**” box. This will open up a box where you can upload your photo files by clicking the “**browse**” link.
- Click the “**Save and Continue**” button

## Make Representation on Case APP/E3335/W/25/3363055

[Help?](#)

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### Representation

What kind of representation are you making? \* Interested Party/Person Correspondence

Are you acting on behalf of a company, group or organisation?  
 e.g. 'Owners of Numbers 1-5 High Street', or 'Mr and Mrs Smith' or 'The executors of Mr Evans' estate'. \*

Yes  
 No

You can enter your comments in the space provided or attach a separate document.  
 My comments are set out in:\*

the box below

\*  
 Type in your comments here

14974 characters remaining

**And/or**

separate documents

\*  
 THIRD PARTY REPRESENTATIONS  
 Drag and drop files here or [browse](#)

This is where you can upload photos

Previous **Save and Continue**

## Step 6

Click the “**I confirm I have read the above**” box, then click the **Submit** button.

## Make Representation on Case APP/E3335/W/25/3363055

[Help?](#)

### Submit

The gathering and subsequent processing of the personal data supplied by you in this form, is in accordance with the terms of our registration under the Data Protection Act 2018.

The Planning Inspectorate takes its data protection responsibilities for the information you provide us with very seriously. To find out more about how we use and manage your personal data, please go to our [privacy notice](#). Your contact details will be shared with the local planning authority so that it can send you documentation as part of the appeal process.

I confirm that all sections of this form have been fully completed and that the details are correct to the best of my knowledge.



I confirm I have read the above.

Submit