

From: [SM-Defra-RESP-notifications \(DEFRA\)](#)
To: [Andrew Irving](#)
Cc: [Cummins, Kate](#)
Subject: EPR/SP3930UV/V004 We Need More Information About Your Application (not duly made request for information) CRM:0270064
Date: 16 January 2025 11:31:15
Attachments: [image.png](#)
[Example application form - broiler farm - Jan 2012.pdf](#)
[2017-02-21 BAT conclusions.pdf](#)

Dear Andrew,

Environmental Permitting (England and Wales) Regulations 2016

Application reference: EPR/SP3930UV/V004

Operator: HOOK 2 SISTERS LIMITED

**Facility: Overcote Poultry Farm EPR/SP3930UV, Overcote Lane,
Needingworth, Cambridgeshire PE27 4TN**

Thank you for your application received on 18/12/2024.

We need to ask you for some missing information before we can do any more work on your application. Please provide us with more information to the following questions:

1. **Declaration in application form C3.5** – the declaration in section 14 has been completed by you, however it needs to be completed by a relevant person, and in the case of a registered company, this must be a person who is listed as a ‘current appointment’ at Companies House. For you, as a manager, to sign the declaration on behalf of the Company we need a recent letter signed by a relevant person, that is an officer of the Company, confirming that the person has the authority to fill in the declaration. Please either submit an updated C3.5 application form with a relevant person named in section 14, or submit a recent letter of authority allowing you to complete the declaration.
2. **Non-technical summary (NTS)** – please provide an updated NTS as the one submitted with the application describes the current 12 houses and doesn’t account for the changes being brought about with this variation application V004. *Some of the information we would expect to see in an NTS is within ‘Supporting Documents’ submitted with the application.*
3. **Livestock numbers** – the livestock type and number being applied for has not been included in application form C3.5 section 8d table 2, nor is there any mention in the current non-technical summary. Please amend the documents

accordingly.

4. **Installation name** – please confirm you want the installation name to be Overcote Poultry Farm as per C3.5 application form. *There are discrepancies within previous permits and supporting documents, for example the original permit names it Overcote Farm Poultry Unit, variations V002 and V003 name it Overcote Farm, and the non-technical summary (NTS) names it Overcote Poultry Unit.*
5. **Installation address** – the address is listed as Overcote Lane, Needingworth, Huntingdon PE27 4TN in the current permit. Following checks using the Royal Mail website and our own mapping system, I suggest the address should be Overcote Lane, Needingworth, St Ives, Cambridgeshire PE27 4TN. Please confirm that you agree with this. *I note you have put the address as Needlingworth, St Ives in the application form, which I assume is a typo.*
6. **Company Secretary** – please provide an email address for the Company Secretary Mark Wannell. *This is required should we need to send a Schedule 5 request for further information, and to send the permit out if issued.*
7. **Standby generator** – please confirm the thermal input in MWth for the standby generator located on site. If > 1MWth then please confirm if it was in operation (here or at another location) before 20/12/2018 (*this will distinguish whether it is classed as new or existing plant under the Medium Combustion Plant Directive*).
8. **Site Condition Report (SCR)** – the one submitted with the application states in section 4 that no extra land has been included but this doesn't tally with the site boundary plan compared to current boundary, or section 5c of the application form C3.5 which is ticked as 'yes' to extra land included. Please submit a revised SCR which recognises there is additional land in an extended installation boundary and includes sections 4 – 7 with details of the changes and ongoing operations (and ideally sections 8 – 10 left blank to future proof in case a partial/full surrender is applied for). Further guidance and template can be found here: [Environmental permitting: H5 Site condition report - GOV.UK](#). *Comparing the current permitted boundary to the proposed one, indicates extra land to the east and south is included in an extended boundary.*
9. **Supporting documents** – within this document is a section named as 'Spaldington Poultry Unit' – Housing / Emission source breakdown', and the breakdown of the poultry numbers in the table does not tally with the 336,000 broilers applied for (6 x 42,500 = 225,000). In addition the fan efflux velocity is stated as 10.3 m/s but the pre-application was completed for 9m/s . Please resubmit the document with the correct details.

10. **Technical standards** – you have referenced a document called ‘Technical Standards – Overcote’ in application form C3.5 but it hasn’t been submitted. It appears that some of the information we would expect to see in a TS is within the supporting documents but we need a document specifically named as technical standards for the application, so you may be able to rename the relevant operating techniques information in the resubmitted Supporting Documents (requested above) as Technical Standards. *Please see the example broiler application form attached, which includes an example of a TS on pages 34 – 38 Appendix 5 (please note, this document is old and some of the information and examples do not include the latest requirements for applications, however it can be used as a basic guide for some documents). Some of the information appears to be included in Supporting Documents under the C2.3d Summary Of Environment Management System, so you could just separate this out under a separate section called Technical Standards (starting with ‘Housing for Chicken Production’ onwards).*

11. **Best available techniques (BAT)** – you have confirmed some information within ‘Supporting Documents’ under the title ‘BAT’ but as the site is being completely redeveloped with new housing we need you to review all the BAT. Please review the attached IRPP BAT conclusions 1 – 34, and confirm that the redeveloped installation will comply in full with all relevant BAT. *This can be in submitted within the revised Supporting Documents in the existing BAT section*

Please note: with regard to the fees paid, you have overpaid by £620 as the fee for a substantial variation is £7218 and not £7838 as quoted in some correspondence. You have also paid the additional fees for the habitats assessment (£779), and the dust and bioaerosol plan assessment (£620) which is correct. I will arrange for a refund of the £620 as soon as the application can be duly made.

You must send us the information by **30/01/2025**. If we do not receive this by this deadline we will return your application.

If we receive what is missing by the deadline, we will continue to check your application. We’ll check to see if there’s enough information for the application to be ‘duly made’. Duly made means that we have all the information we need to begin determination. Determination is where we assess your application and decide if we can allow what you’ve asked for.

We’ll let you know by email whether your application can be duly made. If it can’t be duly made, we’ll return your application to you. If we do have to return your application we’ll send you a partial refund of your application payment. We’ll retain 20% of the application charge to cover our costs in reviewing your application. This maximum amount we’ll retain is capped at £1,500. Further information on charging can be found at:

<https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>.

Please reply directly to this email with your information and copy me in.

Note: Our email system has a file size limit of 25MB, if your returns exceed this limit you will have to arrange an online file transfer. Please ensure the file transfer link does not have a time limit on it.

If you have any questions please do not hesitate to contact me.

Yours sincerely,
Kate

Kate Cummins

Senior Permitting Officer

Installations Food and Intensive Farming Permitting Team



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Website: www.gov.uk/environment-agency

Help us to improve our service and complete our customer survey - click [NPS Survey](#).

This is a thanks in advance. Please be carbon considerate and only reply if necessary – a standard email approximately costs 4g of CO2e!