

From: [Lee Tyrrell](#)
To: [Tim Ross](#)
Cc: [SM-Defra-RESP-notifications \(DEFRA\)](#)
Subject: RE: EPR/SP3425LX/A001 We Need More Information About Your Application - Sharp Skips, Beacon Hill Industrial Estate CRM:0371136
Date: 17 October 2025 13:34:24
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image007.jpg](#)
[SSL Part B2 5iii\) drainage plan Sept "25.pdf](#)
[List of waste transfer treatment Oct "25.xlsx](#)
[SSL Part B2 5a i\) location plan Sept "25.pdf](#)
[EA 171025.pdf](#)

Dear Tim,

Thank you for your email of 3 October 2025.

Regarding fees, we note the outstanding balance of £3965.00 this was transferred today (confirmation attached).

We confirm receipt of your request and have provided the information below. All referenced documents are attached.

1.	Provide a site plan that shows the extent of the permitted area in context with the surrounding area including street names were appropriate, at a scale that the site boundary can be clearly demarked relative to to surrounding feature. Note: Please refer to the example plan outlined in section 5a of the application form guidance found at https://assets.publishing.service.gov.uk/media/64f6cbbda78c5f00148870a4/Guidance-app-for-an-environmental-permit-part-b2-general-new-bespoke-permit.pdf the plan should include a compass rose.	Attached
2.	Provide a site drainage plan that also includes the details of any on site drainage sewerage network on site (including drain locations), the location of the clean surface water storage tanks and over flow location to the surface water discharge point from the site.	Attached
3.	Please provide a separate lists of wastes for the two activities on site. Identifying those wastes that will be subject to physical treatment on site and those that will be received for transfer only. Note: As discussed the waste types that could be received under both, i.e. for treatment or for transfer can be listed under both activities.	Attached

Please let me know if anything further is required or if we are missing anything, and I will duly pass on any outstanding items.

Best Regards

Lee Tyrrell
Associate Director of Operations & IT

All prices quoted are ex-VAT



P 01708 555 666
E lee@sharpskips.co.uk
Sharp Skips
Unit 6 Albright Estate
Rainham, RM13 9BU
sharpskips.co.uk



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From: SM-Defra-RESP-notifications (DEFRA) <RESP-notifications@defra.gov.uk>

Sent: 03 October 2025 17:26

To: Lee Tyrrell <lee@sharpskips.co.uk>

Cc: Tim Ross <tim.ross@environment-agency.gov.uk>

Subject: EPR/SP3425LX/A001 We Need More Information About Your Application - Sharp Skips, Beacon Hill Industrial Estate CRM:0371136

Dear Lee Tyrrell

Environmental Permitting (England and Wales) Regulations 2016

Application reference: EPR/SP3425LX/A001

Operator: Sharp Brothers (Skips) Ltd

Facility: Sharp Skips, Beacon Hill Industrial Estate, Purfleet-on-Thames, RM19 1SR

Thank you for your application received on 07/02/2025. The following is to confirm our conversation of 03/10/2025.

Unfortunately the application payment you sent is incorrect. The correct application charge is £15,161. This leaves a balance of £3,965 to pay. Note: the outstanding fee has been calculated on the amount paid at application submission £9,176 and additional payment of £2,020. The additional fee is 50% of the application fee for the connected secondary waste management activity 1.16.12 Physical treatment of non-hazardous waste at the site, in addition to the waste transfer activity.

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 question/the following questions.

We need to know

1. Provide a site plan that shows the extent of the permitted area in context with the surrounding area including street names where appropriate, at a scale that the site boundary can be clearly demarked relative to surrounding feature. Note: Please refer to the example plan outlined in section 5a of the application form guidance found at <https://assets.publishing.service.gov.uk/media/64f6cbbda78c5f00148870a4/Guidance-app-for-an-environmental-permit-part-b2-general-new-bespoke-permit.pdf> the plan should include a compass rose.
2. Provide a site drainage plan that also includes the details of any on site drainage sewerage network on site (including drain locations), the location of the clean surface water storage tanks and over flow location to the surface water discharge point from the site.

3. Please provide a separate lists of wastes for the two activities on site. Identifying those wastes that will be subject to physical treatment on site and those that will be received for transfer only. Note: As discussed the waste types that could be received under both, i.e. for treatment or for transfer can be listed under both activities.

Please reply directly to this email with your information and copy in tim.ross@environment-agency.gov.uk.

You must send us the information and or payment by 17/10/2025.

Pay online by credit or debit card

Pay online at this link www.gov.uk/payments/permitting-applications-waste/permitting-application-payment-waste

You need to create your own reference number. Your reference number must follow this format: PSCAPPWASTEXXXYY. It should include the first five letters of the company name (replacing the X's in the above reference number) and a unique numerical identifier (replacing the Y's in the above reference number). Email us the reference number and the payment date so we can track your payment.

Details of how to pay by other methods are given in Part F1 of the [application form](#).

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 correct application charge to cover our costs in reviewing your application. This maximum amount we'll retain is capped at £1,613. Further information on charging can be found at: <https://www.gov.uk/government/publications/environmental-permits-and-abstraction-licences-tables-of-charges>

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 phone me on 02030253423 or email tim.ross@environment-agency.gov.uk.

Yours sincerely,

Tim Ross

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