

This guide has been produced to help our customers access the Con29 information, giving details of how and where to obtain the relevant answers.

### **Local Land Charges Register**

An LLC1 search covers the information held on the Local Land Charges (LLC) Register and can be purchased directly using the Search Request Form, the current residential fee being **£25.60**.

The LLC Register is a public register which may be inspected by anyone wishing to do so.

A search of the local authority records can help to protect potential purchasers. It lets them know if there are any restrictions, agreements or proposals which may affect the property or land.

### **Planning Public Register**

The Planning Public Register is a public register which may be inspected by anyone wishing to do so.

Data held on the above register can be purchased through LLC by using the Search Request Form. The current fee for question 1.1a-i for residential properties is **£5.40** (fee includes VAT).

This register contains details of all Planning Applications and decisions under planning legislation. If you require an appointment at the same time as your personal search appointment complete the relevant box on the Search Request Form.

If you require an appointment to view only the Planning Public Register contact the Planning Section, Development Services direct, on 01283 508606.

## **Enforcement & Tree Preservation Order Public Registers**

Data held on the above registers can be purchased through LLC by using the Search Request Form. The current fee for question 3.9 for residential properties is **£2.40** (fee includes VAT).

These registers contain Enforcement Notices, Stop Notices, Breach of Condition Notices and Tree Preservation Orders.

For an appointment to view only the Tree Preservation Order Public Register contact the Planning Section, Development Services direct, on 01283 508606 or email [dcsupport@eaststaffsbc.gov.uk](mailto:dcsupport@eaststaffsbc.gov.uk)

The Enforcement Register can be viewed on the Planning Delivery page of the ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk)

**Please Note:** You will not be able to obtain all the information required to answer questions under 3.9 on the Con 29 from Public Registers.

## **Highway Information**

Staffordshire County Council is responsible for all adopted highways within East Staffordshire.

To purchase a reply directly from Staffordshire County Council for all or individual questions complete a Highway Search Enquiry Form obtained from [www.staffordshire.gov.uk](http://www.staffordshire.gov.uk) . A fee will be charged for this information.

To obtain details of adopted highways information held in the public register you will need to email your request to [land.charges@staffordshire.gov.uk](mailto:land.charges@staffordshire.gov.uk) with the name of the road and an accompanying plan. You will receive a verbal response the following day by phoning after 3.00pm.

Please note: Information obtained from the Adopted Highway Public Register only relates to question 2.1.a on the Con 29 form.

## **Drainage Matters**

Drainage matters can be viewed on the planning page of the ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk) and refer to the conditions in the individual planning decisions.

## **Local Plan**

The Local Plan can be viewed on the Planning Policy page of the ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk)

## **Nearby Railway Schemes**

Information regarding nearby railway schemes can be obtained from Staffordshire County Council website [www.staffordshire.gov.uk](http://www.staffordshire.gov.uk) and search for Local Transport Plan and <https://www.hs2.org.uk/in-your-area/contact-us/>.

## **Contaminated Land Register**

Data held on the above register can be purchased through LLC by using the search request form. The current fee for Question 3.13 for residential properties is **£1.92** (fee includes VAT).

Information regarding the Contaminated Land Register can be obtained from the Pollution page of the ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk)

## **Radon Gas**

Searches can be carried out via the UK Radon website, [www.ukradon.org](http://www.ukradon.org) and the Health Protection Agency (HPA) website, [www.hpa.org.uk/radiation](http://www.hpa.org.uk/radiation). A fee will be charged for this service.

## **Remaining Questions**

All the remaining questions, Q1.1.a-i, 1.1j-l, 3.1, 3.7, 3.8, 3.9, 3.10, 3.12, 3.13 and 3.15 on the Con 29 can only be purchased through LLC by using the Search Request Form. Please refer to the request form for details of the individual fees.

## **Complete Local Authority Residential Search**

To purchase a full Residential Search (LLC1 & Con29) the current fee is **£87.04** (fee includes VAT on the Con29 element of the search only).

## **Commercial Searches**

Commercial Searches are also catered for in the same way. Please refer to the Search Request Form for details of the individual fees.

## **Complete Local Authority Commercial Search**

To purchase a full Commercial Search (LLC1 & Con29) the current fee is **£160.82** (fee includes VAT on the Con29 element of the search only).

## **Personal Search Appointments**

The Local Land Charges Register is available for public inspection at The Customer Service Centre, Market Place, High Street, Burton upon Trent, DE14 1HA. For directions and opening hours visit ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk).

To book a personal search complete the Search Request Form and email to [locallandcharges@eaststaffsbc.gov.uk](mailto:locallandcharges@eaststaffsbc.gov.uk)

Following receipt of your email the Local Land Charges Team will prepare the personal search, once ready we will confirm when the personal search can be viewed electronically. We will also supply you with a **reference number** you will need to quote on your arrival at the Customer Service Centre. For full details of ESBC Personal Search Procedure visit ESBC website [www.eaststaffsbc.gov.uk](http://www.eaststaffsbc.gov.uk).

Please Note:

- That a Personal Search only covers access to the Local Land Charges Register and not any other Statutory Register.
- Under rule 7 of The Local Land Charges Rules 1977, Conditional Planning Permissions can be obtained from The Planning Public Register.

## **Payment**

You can pay by opening a monthly account, please provide your details on the Search Request Form. Cheques made payable to 'East Staffordshire Borough Council'. Or phone and make a card payment. Cash is not accepted. Full details how to make payment, including BACS payments are provided on the Search Request Form.

## **Other Useful Contacts**

The local authority is not responsible for maintaining public sewers/water supply records.

If you wish to purchase Con29DW drainage and water search contact Severn Trent Searches on 01159 627269 web link [www.severntrentsearches.com](http://www.severntrentsearches.com). A fee will be charged for this information.

### **Contact Details:**

Local Land Charges Team

#### **Address:**

East Staffordshire Borough Council,  
PO BOX 8045,  
DE14 9JG

**Phone:** 01283 508738

**Email:** [locallandcharges@eaststaffsbc.gov.uk](mailto:locallandcharges@eaststaffsbc.gov.uk)