

PRE APPLICATION QUESTIONNAIRE FOR CHILDMINDING

A Fee of £35 is payable with this application

**No response will be provided until the appropriate fee has been paid
(see below for payment details)**

***Where possible your questionnaire should be submitted with a simple plan of
the property, garden and parking spaces***

1	Name of Childminder and address of childminding premises	
2	Contact telephone numbers [if needed].	
3	Please confirm that the childminding premises named above is a dwelling and that there are no other commercial activities operating from it.	
4	What is the maximum number of children you will be registered for and how many children already reside at the premises?	
5	Will anyone else, [apart from the person named above] look after the children at the dwelling? Please provide details of how many assistants there are and who they are.	

6	<p>In the case of additional personnel named in question 5 (above), are they or will they be registered to care for children? If they are registered, how many children are they registered for?</p> <p>Is their registration for the childminding premises named at question 1?</p>	
7	<p>What are the expected hours and days of childminding use?</p>	
8	<p>Please list the numbers and types of rooms in the dwelling.</p>	
9	<p>Will any particular room be set aside, solely for the childminding operation? If so, please give details.</p>	
10	<p>What are the ages of the children to be minded?</p>	
11	<p>Is the dwelling, or its garden, used for any <u>other</u> non-domestic purposes? [For example, storage in connection with a business, keeping vehicles which are not used for domestic transport by people living at the house, office use, keeping a lot of pets, or any other activity which is in excess of the normal domestic use of a dwelling by the people who normally live there.]</p>	

	Please give details even if you are doubtful about the relevance of any such activity.	
12	If you answered “ YES ” to Question (5), please estimate how many cars would be parked at or near the dwelling, by such “ <i>employees</i> ”.	
13	Please estimate how many vehicle trips would be generated daily by the childminding operation. [A parent dropping a child off by car in the morning, and returning to collect in the afternoon, would count as 2 vehicle trips.]	
14	Where do you expect that vehicles either calling briefly, or parking all day, would be parked? [A sketch may be useful to illustrate any parking arrangements.]	
15	Any other information which you may wish to give. [Attach a letter if you wish.]	

Your Signature:

Date:

Please send this form and appropriate fee direct to the Planning Services and not to CSIW.

You can send the completed form via e-mail to planning@newport.gov.uk or post to

Regeneration, Investment and Housing, [Planning Services], Newport City Council, Civic Centre, Newport, South Wales, NP20 4UR. Tel: 01633 656656.

How to pay

You can pay the fee:

- By cheque (payable to Newport City Council) via post (together with form)
- By credit or debit card over the phone by speaking to the Development Services Support Team via 01633 656656 (phone payments between 10am-12am and 2pm-4pm Mon-Friday only).

****NB This is an informal procedure which is intended to enable most enquirers to get professional advice about planning law from the Local Planning Authority [LPA]. Any response from the LPA will not be legally binding on the Council. A formal response can be achieved by submitting an application for a Certificate of Lawfulness. A fee is payable and further information can be gained from the LPA.***