

**IMPORTANT - THIS COMMUNICATION AFFECTS YOUR PROPERTY  
PLANNING (LISTED BUILDINGS AND CONSERVATION) AREAS) ACT 1990  
(as amended by the Planning and Compensation Act 1991) ("the Act")**

**LISTED BUILDINGS ENFORCEMENT NOTICE**

**RE: 4 & 5 FITZROY SQUARE, AND 5-7 GRAFTON MEWS, LONDON W1P 5LG**

**ISSUED BY : THE LONDON BOROUGH OF CAMDEN**

1. **THIS IS A FORMAL NOTICE** which is issued by the Council being the Local Planning Authority for the purposes of Section 38 of the above Act because it appears to them that there has been a contravention of Section 8 of the Act, in respect of the listed building described below. The Council considers it expedient to issue this notice for the reasons set out in paragraph 4 below.

2. **THE LISTED BUILDING**

Land and premises at **4 & 5 Fitzroy Square and 5-7 Grafton Way, London W1P 5LG** ("the Premises") as shown, for the purposes of identification only, outlined in black on the attached plan.

3. **THE CONTRAVENTION ALLEGED**

Without the grant of listed building consent in accordance with Part 1 of the Act:-

Works have been carried out to listed buildings at 4 & 5 Fitzroy Square, namely altering the curtilages of 4 & 5 Fitzroy Square by:

- (a) demolishing the modern open plan office which had occupied the greater part of the yard of number 5;
- (b) erecting a wall to form a yard to the rear of 5-7 Grafton Mews with French windows opening on to it at basement level;
- (c) extending 5-7 Grafton Mews into the back extension of 5 Fitzroy Square, including the creation of door openings in the party wall;
- (d) the forming of an opening for mechanical ventilation, comprising two air bricks, in the party wall between the basement office of number 4 and the rear yard of number 5 Fitzroy Square, and
- (e) the forming of a drainage channel along the top of the boundary wall between 4 & 5 Fitzroy Square and the installation of a hopper head and rain water pipe in the yard of 5 Fitzroy Square taking rainwater discharged from the roof of the basement office of number 4.

Such works being carried out without the benefit of listed building consent and which works are such as to involve a contravention of Section 7 of the 1990 Act.

#### 4. REASONS FOR ISSUING THIS NOTICE

The Council considers it expedient to issue the Notice for the reason that it is necessary to rectify the damage caused by the unauthorised works set out in the contravention alleged, to a Grade I Listed Building which is of special architectural and historic interest.

#### 5. WHAT YOU ARE REQUIRED TO DO

- i) The curtilage of number 5 Fitzroy Square be reinstated by removing the two airbricks referred to in (d) above and making good the hole in brickwork to match the existing in colour, texture and finish.
- ii) The damage done to the roof and floors of the rear extension of number 5 by the removal of the unauthorised party wall be made good in materials to match those adjacent in colour, texture and finish.
- iii) Take down:
  - a) the concrete blockwork infill in the openings in the wall of the rear extension of 5 Fitzroy Square at basement level left exposed by the demolition of the open plan office in the yard of number 5, and
  - b) the new section of rendered wall to the rear of the yard of 5 Fitzroy Square and adjacent 5-7 Grafton Mews.

The void thus left in the basement wall to be infilled with solid brickwork construction using stock bricks, bond to match that of the brickwork above, and painted white. Two new windows openings to be formed: the first located directly under the existing left-hand opening at ground floor level and matching it exactly in size; the second to be identical in size to the first and located immediately to the right of the existing reinforced concrete column. The lintols to the new openings to be flat gauged brick arches to match original lintols to the rear of the building in detail and method of construction, and the cills to be of reconstituted stone to match original stone cills on the Fitzroy Square elevation in profile. New double hung sliding sash windows to be installed in the openings, joinery details to match those of the original windows overlooking Fitzroy Square.

- iv) Remove the drainage channel to the top of the boundary wall between 4 & 5 Fitzroy Square and the hopper head and rainwater pipe from the yard of number 5; rainwater from the basement roof of 4 Fitzroy Square to be disposed of on number 4's side of the party wall.

You are to comply with the above requirements within **two months** of this notice taking effect.

6. **WHEN THIS NOTICE TAKES EFFECT**

This notice takes effect on 25th day of February 1998,  
unless an appeal is made against it beforehand.

DATED: 14th January 1998

(Signed)  .....

Borough Solicitor, on behalf of the London Borough of Camden, Town  
Hall, Judd Street, London WC1H 9LP.

## ANNEX

### **YOUR RIGHT OF APPEAL**

You can appeal against this notice, but any appeal must be received, or posted in time to be received, by the Secretary of State before 25th day of February 1998. **The enclosed Sections 38-46 of the Planning (Listed Buildings and Conservation Areas) Act 1990, and Regulations 5-8 from the Town and Country Planning (Enforcement Notices and Appeals) Regulations 1991 set out your rights. Read them carefully.** You may use the enclosed appeal forms. One is for you to send to the Secretary of State if you decide to appeal. The other is for you to keep as a duplicate for your own records. You should also send the Secretary of State the spare copy of this listed building enforcement notice which is enclosed.

**WHAT HAPPENS IF YOU DO NOT APPEAL**

If you do not appeal against this listed buildings enforcement notice, it will take effect on 25th day of February 1998, and you must then ensure that the required steps for complying with it, for which you may be held responsible, are taken within the period specified in the notice. Failure to comply with a listed buildings enforcement notice which has taken effect can result in prosecution and/or remedial action by the Council.

SCHEDULE

LISTED BUILDINGS ENFORCEMENT NOTICE:  
4 & 5 FITZROY SQUARE AND 5-7 GRAFTON MEWS, LONDON W1P 5LG

1. The Owner  
4 & 5 Fitzroy Square  
London W1P 5LG

2. The Occupier  
4 & 5 Fitzroy Square  
London W1P 5LG

3. The Owner  
5-7 Grafton Mews  
London W1P 5LG

4. The Occupier  
5-7 Grafton Mews  
London W1P 5LG

5. Tyleblaid Limited  
24 Colville Gardens  
Lightwater  
Surrey  
GU18 5QQ

Registered Freehold Owner

6. Paul Ravenscroft  
Brooks & Co  
69 Stoke Newington  
Church Street  
London N16 0AR

7. Glenn Stuart Kinnersley  
5 Fitzroy Square  
London W1P 5LG

Joint Registered Freehold Owner

8. Michael Kent  
5 Fitzroy Square  
London W1P 5LG

Joint Registered Freehold Owner

9. National Westminster  
Bank Plc  
City Securities Centre  
National Westminster House  
City Forum  
250 City Road  
London EC1V 2PU  
(Charge dated 27.6.97  
with Glenn Stuart Kinnersley  
and Michael Kent)

Mortgagee

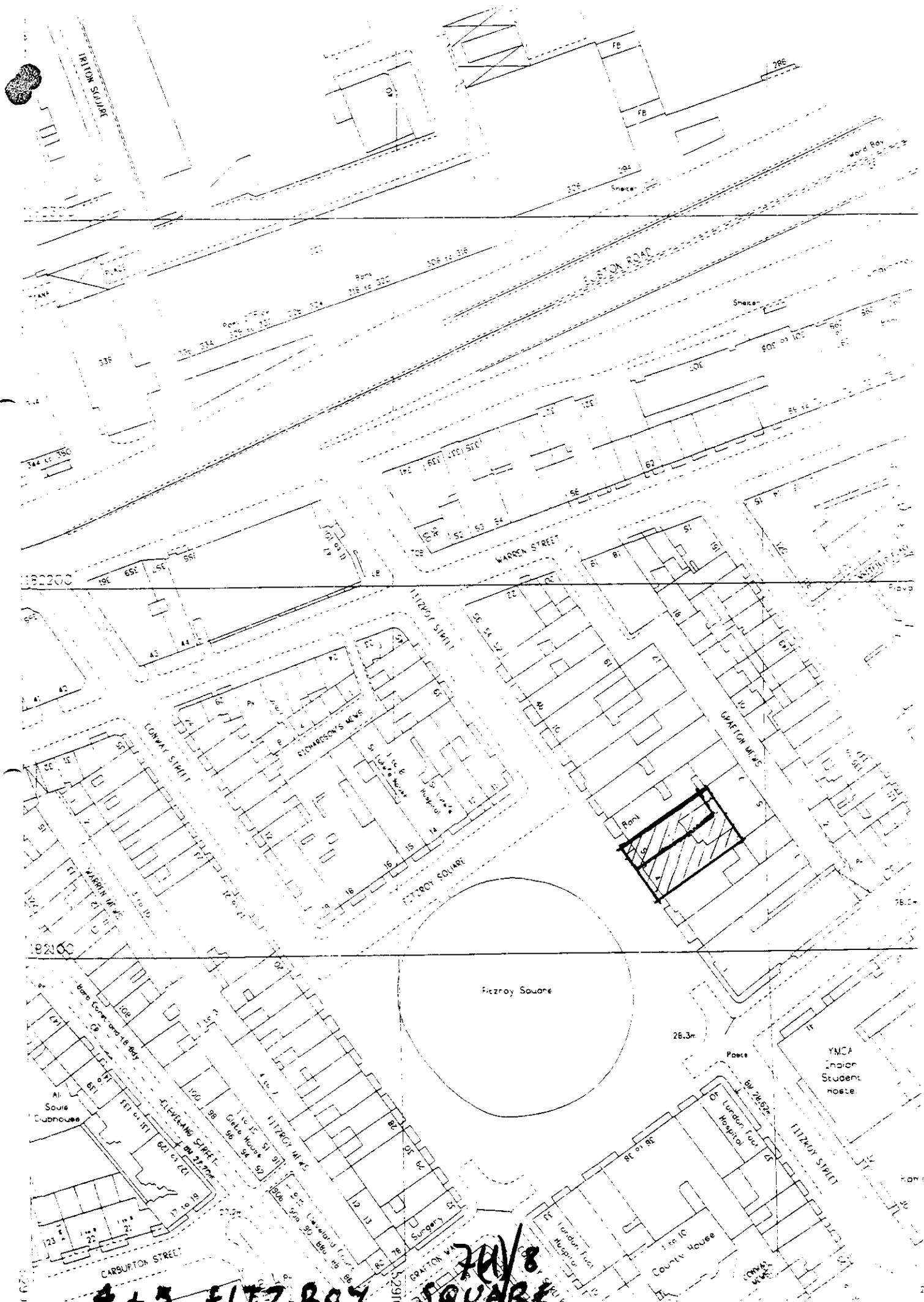
10. Lincoln Trust Investments Ltd  
Ground Floor  
4 Fitzroy Square  
London W1P EAH

11. Cadcorp Ltd  
Ground Floor  
4 Fitzroy Square  
London W1P EAH
12. Lincoln Holdings Plc  
Ground Floor  
4 Fitzroy Square  
London W1P EAH
13. Miller Hare Ltd  
First Floor  
4 Fitzroy Square  
London W1P EAH
14. F.N.T.C. Limited  
Second Floor  
4 Fitzroy Square  
London W1P EAH
15. The Occupier  
Third Floor  
4 Fitzroy Square  
London W1P EAH
16. Minagent Ltd  
24 Colveville Gardens  
Lightwater  
Surrey  
GU18 5QQ
17. Michael Paul Kent  
Woodcote House High Street  
Stewkeley  
Leighton Buzzard  
Bedfordshire
18. Glenn Stuart Kinnersley  
11 Haverstock Street  
Islington  
London
19. Lincoln Trust Investments Ltd  
24 Colville Gardens  
Lightwater  
Surrey GU18 5QQ
20. Cadcorp Ltd  
The Willows  
3 Barford Road  
Willington  
Bedford  
MK44 3QP
21. Miller Hare Ltd  
4 Portugal Place  
Cambridge  
CB5 8AF

22. FNTC Third Nominee Ltd  
c/o First National Trustee  
Company Limited  
4 Fitzroy Square  
London W1P 5AH

23. Miniagent Ltd  
Nexus House  
Sidcup  
Kent DA14 5DA





## Punjabi

ਜ਼ਰੂਰੀ: ਇਹ ਫਾਰਮ ਸਾਡੇ ਕੋਲ ਭੇਜਣ ਲਈ ਖਾਸ ਮਿਆਦ ਹੈ। ਇਸ ਮਿਆਦ ਦਾ ਸਮਾਂ ਪੂਰਾ ਹੋ ਜਾਣ ਤੋਂ ਪਹਿਲਾਂ ਇਹ ਫਾਰਮ ਸਾਡੇ ਕੋਲ ਲਾਜ਼ਮੀ ਤੌਰ ਤੇ ਪਹੁੰਚ ਜਾਣਾ ਚਾਹੀਦਾ ਹੈ। ਜੇ ਤੁਹਾਨੂੰ ਇਹ ਫਾਰਮ ਭਰਨ ਲਈ ਮਦਦ ਦੀ ਲੋੜ ਹੈ, ਤਾਂ ਅਸੀਂ ਤੁਹਾਨੂੰ ਸੁਝਾਓ ਦਿੰਦੇ ਹਾਂ ਕਿ ਤੁਸੀਂ ਇਹਦੇ ਬਾਰੇ ਕਿਸੇ ਤੋਂ ਸਲਾਹ ਲਓ।

## Gujarati

મહત્વનું : અમને આ ફોર્મ મોકલવા માટે સમય મર્યાદા છે. આ સમય મર્યાદા પૂરી થાય તે પહેલાં અમને તે મળી જવું જ જોઈએ. જો તમને આ ફોર્મ ભરવા માટે મદદની જરૂર હોય તો અમે તમને સલાહ મેળવવાનું સૂચન કરીએ છીએ.

## Hindi

आवश्यक : इस फॉर्म को हमारे पास भिजवाने की एक समय-सीमा है। उस समय-सीमा के बीतने से पहले हमें यह फॉर्म अवश्य मिल जाना चाहिए। यदि आपको इस फॉर्म को भरने में सहायता चाहिए, तो हमारा सुझाव है कि आप किसी की सलाह लें।

## Urdu

اہم: اس فارم کو ہمیں بھیجنے کے لئے وقت کی ایک معیاد ہے۔ اس معیاد کے گزرنے سے پہلے پہلے ہمیں یہ لازمی طور پر مل جانا چاہیئے۔ اگر اس فارم کو بھرنے میں آپ کو مدد کی ضرورت ہے تو ہماری رائے ہے کہ آپ مشورہ حاصل کریں۔

## Bengali

জরুরী: এই ফর্ম আমাদের কাছে পাঠানোর একটা সময়সীমা আছে। এই সময়সীমা শেষ হবার আগেই এটা অবশ্যই আমাদের কাছে পৌঁছাতে হবে। এই ফর্ম পূরণ করায় যদি আপনার সাহায্যের দরকার হয় তাহলে আমাদের প্রস্তাব, কারো পরামর্শ নিন।

## Chinese

重要通知：把這份表格寄回給我們是有時間限制的。我們必須在時限過期之前收到這份表格。假若你需要別人幫助你填寫這份表格，我們建議你尋求指導。

## English

**IMPORTANT:** There is a time limit for sending this form to us. We must receive it before the time expires. If you need help filling in this form, we suggest you get advice.