



## Cotswold District Council Application for Ordinary Watercourse Land Drainage Consent

### Introduction

Before completing this form you are recommended to contact us for advice on your proposal.  
Please read through the guidance notes and the application form carefully before you fill the form in.  
It should take you about 20 minutes to fill in this form

**If you are not sure about anything in this form, contact us using the details at the bottom of this form.**

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## I. The Applicant

Are you applying as a company, an individual, a group of individuals (partnership) or a public body?

**Company** [Go to section 1.1](#)

**Individual** [Go to section 1.2](#)

**Group of individuals** [Go to section 1.3](#)

**Public body** [Go to section 1.4](#)

<b>I.1 Applications from companies</b>	
To apply as a company, you must be a registered company formally registered with Companies House. Please see <a href="#">Companies House</a> website for more information.	
<b>Company name, as registered with Companies House</b>	
<b>Company registration number</b>	
<b>Company Director</b>	
<b>Directors Position</b>	
<b>Address registered with Companies House or main UK Office</b>	
<b>Postcode</b>	
<b>Give details of your company's main representative, contact or agent</b>	
<b>Name</b>	
<b>Phone</b>	
<b>Mobile</b>	
<b>Email</b>	
<b>Business address if different from registered address</b>	
<b>Postcode</b>	

<b>I.2 Applications from individuals</b>	
<b>Title (Mr, Mrs, Miss etc)</b>	
<b>First name</b>	
<b>Last name</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone</b>	
<b>Mobile</b>	
<b>Email</b>	
<b>Give details of your representative, contact or agent</b>	
<b>Name</b>	
<b>Phone</b>	
<b>Mobile</b>	
<b>Email</b>	
<b>Address if different from registered address</b>	
<b>Postcode</b>	

<b>1.3 Applications from groups of individuals - What type of group are you?</b>			
<b>Group Name</b>			
<b>Group type, tick as appropriate</b>			
<b>Charity</b>		<b>Club</b>	
<b>Group of individuals</b>		<b>Partnership</b>	
<b>Other (description)</b>			
<b>Group Representatives Name</b>			
<b>Group Representatives Position</b>			
<b>Group Address</b>			
<b>Postcode</b>			
<b>Give details of your group's main representative contact or agent for works</b>			
<b>Title (Mr, Mrs, Miss etc)</b>			
<b>First name</b>			
<b>Last name</b>			
<b>Position</b>			
<b>Address</b>			
<b>Postcode</b>			
<b>Phone</b>			
<b>Mobile</b>			
<b>Email</b>			

<b>I.4 Applications from public bodies</b>	
<b>Name of public body</b>	
<b>Type of public body</b>	
<b>Address</b>	
<b>Give details of your body's main representative contact or agent</b>	
<b>Title (Mr, Mrs, Miss etc)</b>	
<b>First name</b>	
<b>Last name</b>	
<b>Position</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Phone</b>	
<b>Mobile</b>	
<b>Email</b>	

<b>2. What is your Interest in the Land?</b>

<b>3. Location of the Proposed Works</b>
<b>What is the Location of the Proposed Works?</b>
<b>Name of River or Watercourse (If known)</b>
<b>National Grid Reference of the Site (12 figures)</b>

**4. Description and purpose of the proposed works**

**Please provide a description of the proposed works**

**Number of Structures**

**5. Plans and Sections**

Please provide a description and reference number of all plans and sections you have provided (see the guidance notes)

**6. Construction Details**

<b>Are the works permanent</b>	
<b>Are the works temporary, if so for how long</b>	
<b>Date Construction Work will start</b>	



<b>7. Environment Agency Interests</b>	
<b>Do the proposed works involve or affect the following?</b>	
<b>Impounding (holding back a watercourse)</b>	
<b>Abstracting (removing) Water</b>	
<b>Fish or fisheries</b>	
<b>Disposing of Waste Material</b>	
<b>Water Quality</b>	
<b>If yes, please contact the Environment Agency on 03708 506 506</b>	

<b>8. Planning Approvals</b>		
<b>Fill in this Section if you have been given planning permission for the proposed works. Otherwise go to Section 10.</b>		
<b>Planning Authority</b>		
<b>Application Number</b>		
<b>Approval Date</b>		
<b>Works associated with the SUDS Approval Drainage Board (SABS)</b>	<b>Yes</b>	<b>No</b>

<b>9. Maintaining the Structure</b>	
<b>Name of Person or Organisation responsible for maintaining the structure</b>	
<b>During Construction</b>	
<b>Upon Completion</b>	

## 10. Effects on the Environment

Please provide brief details of the effect the work will have on the environment together with any proposals for improvements you will make or action you will take to compensate for the effects.

## 11. Fees

Cotswold District Council charge £50 per structure for an application for Ordinary Watercourse Land Drainage Consent

Cheques should be made payable to West Oxfordshire District Council

## 12. Checklist

Please read through this list and tick the items you are sending with this application.

Completed Form with any associated documents and calculations	
Applicable fee	
Environmental/Ecological reports	
Method statement	

## The Data Protection Act 1998

We will process the information you provide so that we can deal with your enquiry.

We may also process or release the information to:

- offer you documents or services relating to environmental matters
- consult the public, public organisations and other organisations (for example, the Health and Safety Executive, local authorities, the emergency services, Welsh Government
- carry out research into environmental issues and develop solutions to problems;
- provide information from the public register to anyone who asks;
- prevent anyone from breaking environmental law, investigate cases where environmental law may have been broken, and take any action that is needed;
- assess whether customers are satisfied with our service and improve it where necessary; and
- respond to requests for information under the Freedom of Information Act 2000 and the Environmental Information Regulations 2004 (if the Data Protection Act allows).

We may pass the information on to our agents or representatives to do these things for us.

### 13. Declaration

By signing below you are declaring that, as far as you know, the information given in this application, including the map and any supporting documents, is true.

<b>Signature</b>	
<b>Title (Mr, Mrs, Miss etc)</b>	
<b>First name</b>	
<b>Last name</b>	
<b>Position</b>	
<b>Today's date</b>	

Please return this form together with any supporting documents and the application fee (if paying by cheque) to:

**Environment and Commercial Services**  
**West Oxfordshire District Council**  
**Woodgreen**  
**New Yatt Road**  
**Witney**  
**OX28 1NB**