



**Growth and Sustainability
Regeneration and Culture
Planning, Policy and Building Control**

My Ref: 2026/XXXX/INVALID
Your Ref:
Date: XXXX 2026
Officer: Inner Area
Direct Dial: 01226 772595
E-Mail: developmentmanagement@barnsley.gov.uk

Dear Sir / Madam,

APPLICATION NO: 2026/XXXX/INVALID
DESCRIPTION:
LOCATION:

Thank you for your planning application in respect of the above. Unfortunately, your application is invalid and cannot be processed because:-

- **A side elevation plan is required**
- **The incorrect fee has been paid**

Please attach these documents to an email and send to developmentmanagement@barnsley.gov.uk or post to the address below as soon as possible to enable us to process your application.

Please remember to quote the planning application number. If the application is invalid due to non-payment of a fee, you can pay on our website www.barnsley.gov.uk/pay-for-it/ or by calling the number above.

If you require assistance or have any queries please telephone the number above.

If we do not receive the information as listed above within 6 weeks of the date of this letter your application will be withdrawn and your file will be destroyed. If you no longer want us to process this planning application please confirm this in writing.

If your application is withdrawn and you have paid a fee and believe that you are entitled to a refund, please contact us via the details listed above. We will not contact you to arrange a refund it is your responsibility to contact us to arrange a refund.

Yours faithfully,
Development Management

PO Box 634, Barnsley, South Yorkshire S70 9G

