

**WINCHESTER CITY COUNCIL – PERSONAL PROPERTY SEARCH INFORMATION SHEET**

The table below sets out details of access for personal search agents for the enquiries referred to in the Con29R and Con29O forms.

To inspect the Local Land Charge Register, the agent is required to book an appointment with the Local Land Charges Team, and ten working days notice is required for this. The agent will then be able to collect all relevant information to take away with them and there is no fee for this service.

**TO BOOK AN APPOINTMENT**

Please ring 01962 848122 to arrange a date, and then email full details of the property required and any additional information relating to the Con29R and Con29O. This must be accompanied by an ordinance survey or land registry location plan with the property in question clearly outlined in red and emailed to [personalsearches@winchester.gov.uk](mailto:personalsearches@winchester.gov.uk) .

For Hampshire County Council questions please email [Land.Charges@hants.gov.uk](mailto:Land.Charges@hants.gov.uk)

For Building Control questions please email directly to [buildingcontrol@winchester.gov.uk](mailto:buildingcontrol@winchester.gov.uk)

Enquiry No	Enquiry	Fee per question	Access to Data	Notes
1.1a-h	Planning	N/A	The Planning Register can be inspected free of charge in person at City Offices, Colebrook Street, Winchester, SO23 9LJ. More planning information is available at <a href="http://www.winchester.gov.uk/">http://www.winchester.gov.uk/</a>	Online information gives basic details of all applications and the associated decisions from 1974 although it should be noted that the online service may not contain copies of all planning documents
1.1i-k	Building Control	N/A	Contact <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a>	Copy documents and queries from Building Control by emailing <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a> separate fees may apply, set by Building Control
1.2	Planning, Designations and Proposals	N/A	The Proposals Maps and insets are available a) in person at City Offices Customer Services (hard copy) b) online at <a href="http://www.winchester.gov.uk/">http://www.winchester.gov.uk/</a>	
2	Highways	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:highways.development.control@hants.gov.uk">highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.1	Land required for public purposes	N/A	Contact Planning Department at <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
3.2	Land to be acquired for road works	N/A	Contact Highways Management, Hampshire County Council at <a href="mailto:highways.development.control@hants.gov.uk">highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.3a-c	Drainage Agreements and Consents	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:highways.development.control@hants.gov.uk">highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.4a-f	Nearby Road Schemes	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:highways.development.control@hants.gov.uk">highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.5	Nearby Railway Schemes	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:highways.development.control@hants.gov.uk">highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.6	Traffic Schemes	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:Highways.development.control@hants.gov.uk">Highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council

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3.7a	Outstanding Notices (Building)	N/A	Contact Building Control at <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a>	Copy documents and queries from Building Control by emailing <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a> separate fees may apply, set by Building Control
3.7b-d	Outstanding Notices (Environment/Health and Safety/ Housing/ Public Health)	N/A	By initial enquiry	Queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>
3.7e	Outstanding Notices (Highways)	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:Highways.development.control@hants.gov.uk">Highways.development.control@hants.gov.uk</a>	Highways Questions are dealt with by Hampshire County Council
3.7f	Public Health	N/A	By initial enquiry	Email queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>
3.7g	Flood & Coastal risk management		Contact Environment Agency at <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>	Phone 03708 506 506
3.8	Building Regulations Proceedings	N/A	Contact Building Control at <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a>	Copy documents and queries from Building Control by emailing <a href="mailto:buildingcontrol@winchester.gov.uk">buildingcontrol@winchester.gov.uk</a> separate fees may apply, set by Building Control
3.9	Notices, Orders, Directions and Proceedings under the Planning Acts	N/A	By initial enquiry	Email queries only that are not on the Land Charges Register to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a> for copies of Decision Notices and Agreements email <a href="mailto:landcharges@winchester.gov.uk">landcharges@winchester.gov.uk</a> Any Enforcement queries email <a href="mailto:enf@winchester.gov.uk">enf@winchester.gov.uk</a>
3.10	Community infrastructure levy (CIL)	N/A	Contact CIL Officer at <a href="mailto:cil@winchester.gov.uk">cil@winchester.gov.uk</a>	Queries to <a href="mailto:cil@winchester.gov.uk">cil@winchester.gov.uk</a>
3.11	Conservation Area	N/A	By initial enquiry	Queries to <a href="mailto:landcharges@winchester.gov.uk">landcharges@winchester.gov.uk</a>
3.12	Compulsory purchase	N/A	By initial enquiry	Queries to <a href="mailto:landcharges@winchester.gov.uk">landcharges@winchester.gov.uk</a>
3.13	Contaminated Land	N/A	Contact <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>	Queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>

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3.14	Radon gas		Contact <a href="http://www.UKradon.org">www.UKradon.org</a>	Queries to <a href="http://www.UKradon.org">www.UKradon.org</a>
3.15	Assets of Community Value	N/A	Contact Community Planning at <a href="mailto:ACV@winchester.gov.uk">ACV@winchester.gov.uk</a>	Queries to <a href="mailto:ACV@winchester.gov.uk">ACV@winchester.gov.uk</a>
4	Road Proposals by private bodies	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:Highways.development.control@hants.gov.uk">Highways.development.control@hants.gov.uk</a>	
5.1, 5.2	Advertisements	N/A	Contact Planning Department at <a href="mailto:planningenquiries@winchester.gov.uk">planningenquiries@winchester.gov.uk</a>	Email queries to <a href="mailto:planningenquiries@winchester.gov.uk">planningenquiries@winchester.gov.uk</a>
5.3	Notices	N/A	Contact Planning Department at <a href="mailto:planningenquiries@winchester.gov.uk">planningenquiries@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
6	Completion Notice	N/A	Planning Enforcement Department at <a href="mailto:enf@winchester.gov.uk">enf@winchester.gov.uk</a>	Email queries to <a href="mailto:enf@winchester.gov.uk">enf@winchester.gov.uk</a>
7	Parks & Countryside	N/A	By initial enquiry	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
8	Pipelines	N/A	By initial enquiry	Email queries to <a href="mailto:landcharges@winchester.gov.uk">landcharges@winchester.gov.uk</a>
9	Houses in Multiple Occupation	N/A	Contact Private Sector Housing at <a href="mailto:privatesectorhousing@winchester.gov.uk">privatesectorhousing@winchester.gov.uk</a>	Email queries to <a href="mailto:privatesectorhousing@winchester.gov.uk">privatesectorhousing@winchester.gov.uk</a>
10	Noise Abatement Zone	N/A	Contact Environmental Health at <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>	Email queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>
11, 12, 13, 14,	Urban Development Areas, Enterprise Zones, Inner Urban Improvement Areas, Simplified Planning Zones	N/A	Contact Planning Department at <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
15	Land Maintenance Notices (215 notices)	N/A	Contact Planning Department at <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
16	Mineral Consultation Areas	N/A	Contact Planning Department at <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
17	Hazardous Substances Consent	N/A	Contact Planning Department at <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>
18	Environment and Pollution Notices	N/A	Contact Environmental Health at <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>	Email queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>
19	Food Safety Notices	NA	Contact Environmental Health at <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>	Email queries to <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>
20	Hedgerow Notices	N/A	Contact Environmental Health at <a href="mailto:eh@winchester.gov.uk">eh@winchester.gov.uk</a>	Email queries to <a href="mailto:planning@winchester.gov.uk">planning@winchester.gov.uk</a>

21	Flood Defence & Land Drainage Consents	Set by HCC	Contact Highways Management, Hampshire County Council at <a href="mailto:Highways.development.control@hants.gov.uk">Highways.development.control@hants.gov.uk</a>	For further details please contact Environment Agency at <a href="mailto:enquiries@environment-agency.gov.uk">enquiries@environment-agency.gov.uk</a>
22	Common Land/Village Greens	Set by HCC	Contact Commons Registration Section of the Chief Executive's Department, Hampshire County Council, The Castle, Winchester, SO23 8UJ	By letter where HCC will charge or Land Charges Department at Winchester City Council on a Con290 form where there will be a fee for question 22 and administration fee.