



**UK** W A G E S

WWW.UKWAGES.CO.UK

# Hello.

Let us introduce ourselves. We are Danny Butchers and Samantha Potter, we have just moved to Carkeel from Landrake with our young family. We have spent the last 2 years trying to find a suitable property that can accommodate our newly expanded family along with an office space where our family run payroll business can operate from.

The reason we have been looking for a property that can work as our family home and also as an office space, is because our business currently pays a higher rent for its commercial premises than our mortgage. Relocating to our property would create long term financial sustainability, reduce unnecessary overheads, and provide greater security and control over the premises. As advocates of renewable energy, we want to focus on making the company greener, which we would be in control of with the business on site.

# What are we proposing?

We are proposing using one room on the ground floor of the existing annexe as an office for our small business, UK Wages. This would mean the property would remain primarily a home, with a small amount of office use alongside it.

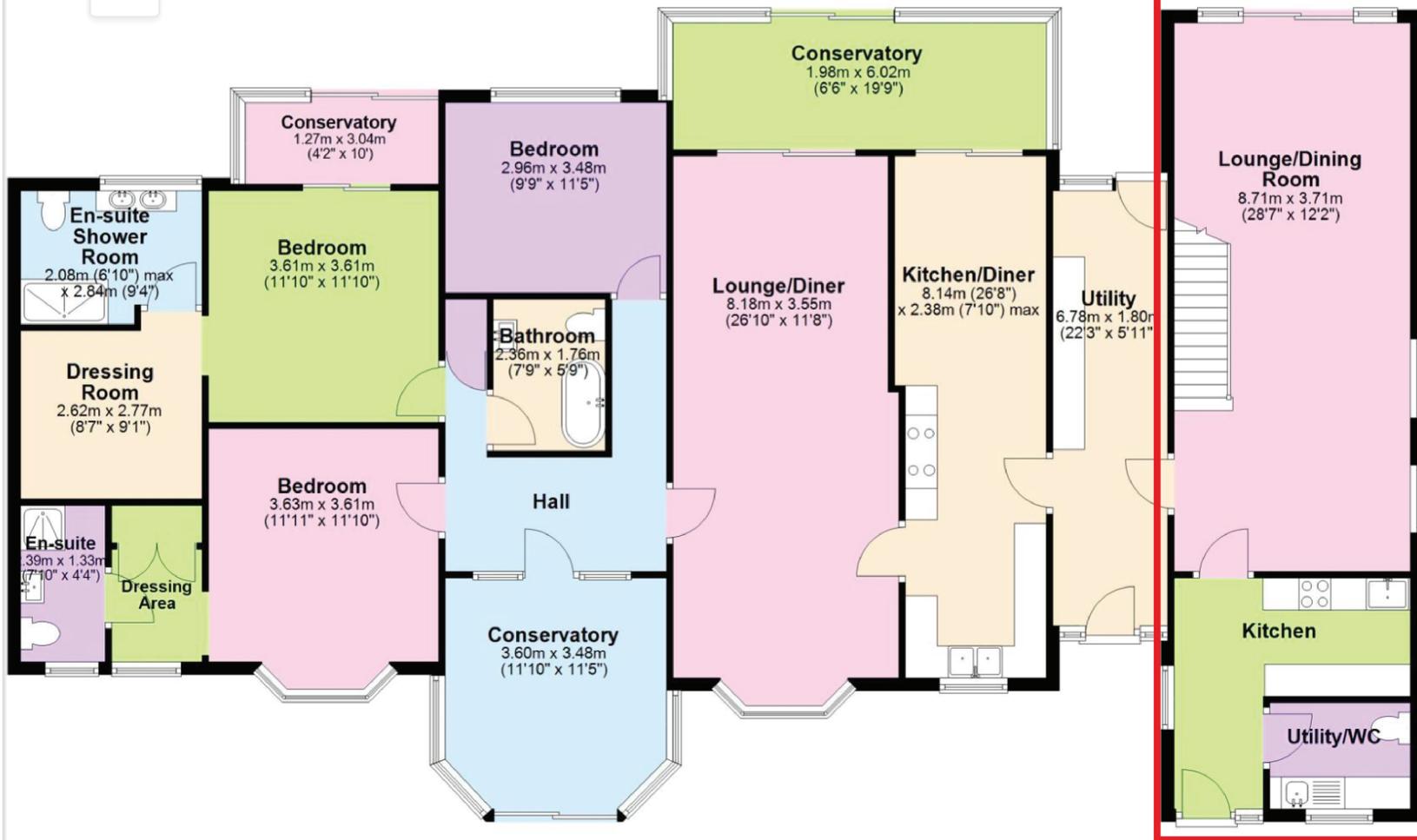


— Area being proposed for change of use



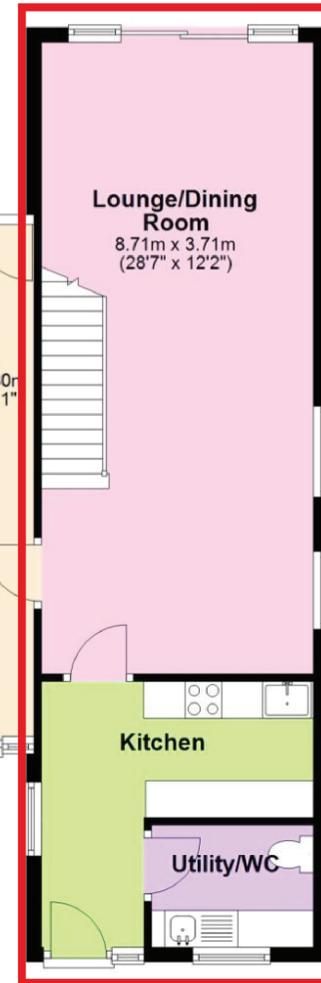
### Ground Floor

Approx. 212.0 sq. metres (2282.0 sq. feet)

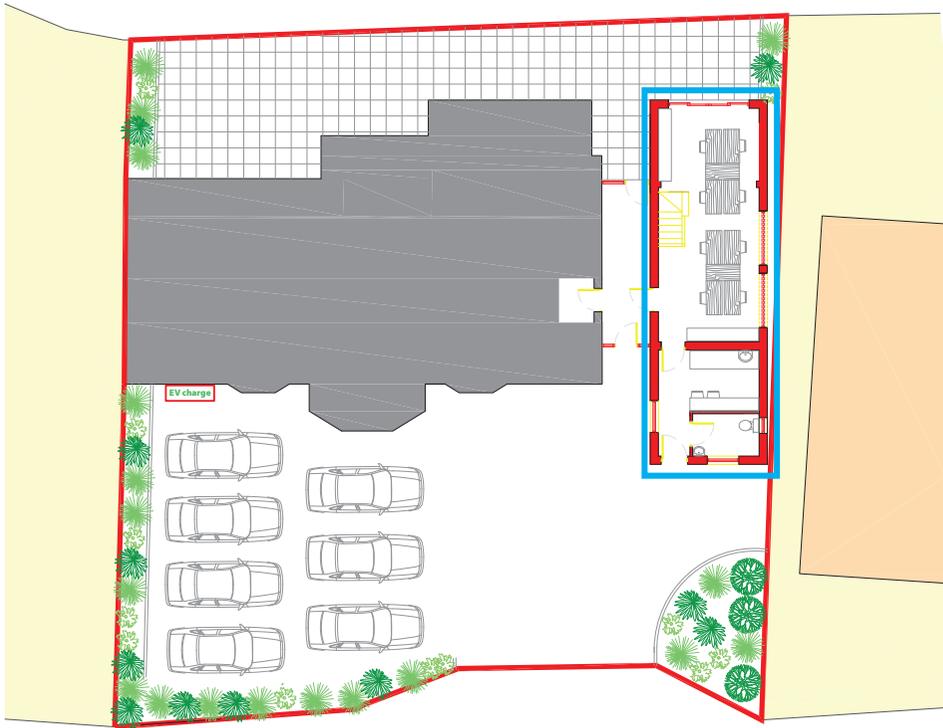


### First Floor

Approx. 32.7 sq. metres (351.7 sq. feet)

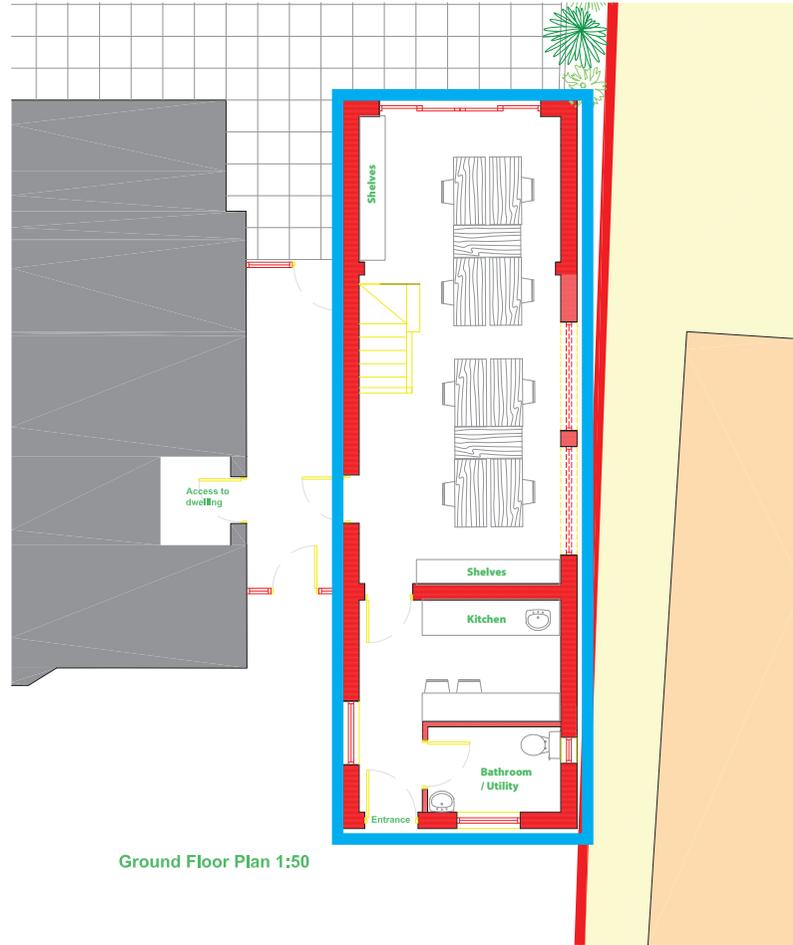


**Proposed Office Space for UK Wages  
Outlined in red**

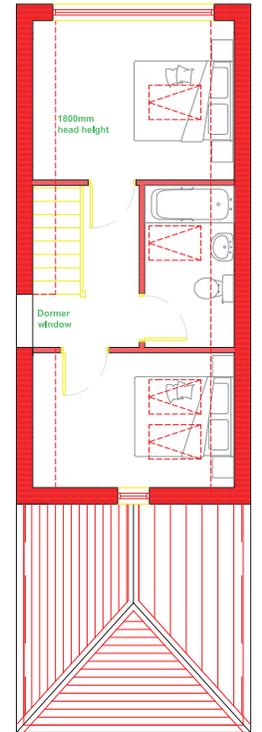


Site Plan 1:100

EV charge point exact location to be confirmed



Ground Floor Plan 1:50



First Floor Plan 1:50

**Area being proposed for change of use**

# UK Wages background

UK Wages is a small local family run payroll bureau that has strong roots in Saltash, having originally operated under the name Bookwise, founded in 1993 by Danny's Step Father Simon.

Our business runs payroll for many local businesses in the area, such as the Local Parish Councils for Botus Fleming, Pillaton and Landrake. For over 16 years, Bookwise successfully operated from an office on Simon's residential property, providing payroll and account services to the local community and employing the same number of staff.

Following a family change in circumstances, the business moved to a rented commercial unit at Carkeel Industrial Estate, Saltash (1 Bridge Court, Kingsmill Road Saltash PL12 6LS). Since taking over the family business, we have continued its legacy under the new name UK Wages. We now wish to bring the business back to its original home-based setting, combining family life with local employment while creating a sustainable and environmentally responsible workspace.



—— Original space previously used by Simon at his family home, when the business was known as Bookwise.

# Finding the right home

We have spent the last 2 years carefully considering the right property to bring the business onsite, and have considered many elements, such as enough onsite parking for all cars, sustainable travel options for staff members and a close location to the current rented office. Along with considering the current neighbours by not causing any disruption to their local area.

We believe this property ticks all the boxes that we have been hoping for. Allowing us to live in the main residence with our young family, while using the ground floor office to run our small family business as we once operated 13 years ago. The proposal involves no external alterations to the building. Internal reconfiguration includes installation of workstations for 6 members of staff.

# Proposed Use and Operation

**Proposed Use Class:** E(g)(i) – Offices to carry out any operational or administrative functions.

**Intended Occupier:** Administrative business

**Number of Staff:** 4 full-time employees and 2 Part-time employee.

**Hours of Operation:** Monday–Friday, 09:00 – 17:00; no weekend operations.

**Public Access:** The site will not be open to the general public.

**Deliveries:** Minimal; occasional courier deliveries during normal working hours.

# Current Rented Office Space



**Current Office Space for 6 employees is 33.37sqm, and the proposed new office space is 33.07sqm. (Please note this space is actually smaller due to boxed out area in top right of photo)**



**Current Office Kitchenette - No space to sit down to enjoy a break.**



**Current Office Toilet - no window to air**



Current office only allows for 2 parking spaces - the rest of the staff have to park on the street, where there are lots of double yellows and HGV's constantly using the road they park on.

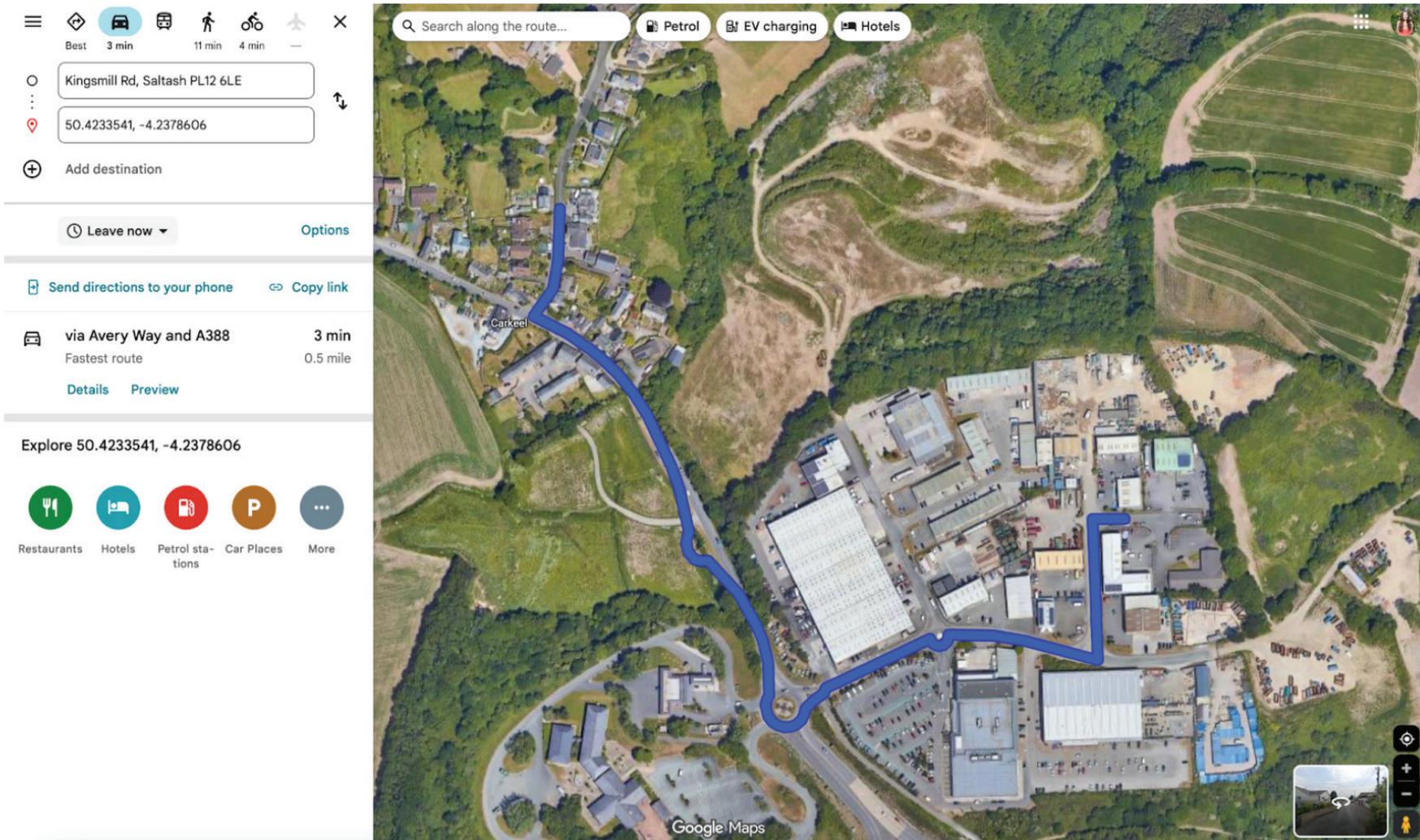
# Proposed Office Space

Tavy View is a detached residential building consisting of a bungalow connected to a separate two-storey contained living space. The property is situated within a primarily residential area to the north and south with small and large commercial units to the east 0.5miles away at Carkeel Industrial estate (where the current office space is rented).

The two-storey building is a stand-alone structure, with a separate entrance to the main bungalow residence. We would be proposing a change of use for the lower ground floor of the two-storey building from a residential contained annex class C(3) to an administrative office E(g)(i).

The proposed office use is low-impact, involving standard office hours (Mon-Fri 9am-5pm), minimal noise, and no industrial activity. No significant increase in noise, waste generation, or light pollution anticipated. The site benefits from ample, secure gated parking, accommodating all staff vehicles and our own vehicle, with parking for up to 8 Cars. The property benefits from being a 3min walk to public transport via pavements on a main road.

There are no restrictive covenants on the land preventing commercial use.



Proposed Property Tavy View is 0.5miles from the current rented Office 1 Bridge Court. Staff commute remains the same. The current industrial estate can be both seen and heard from Tavy View.



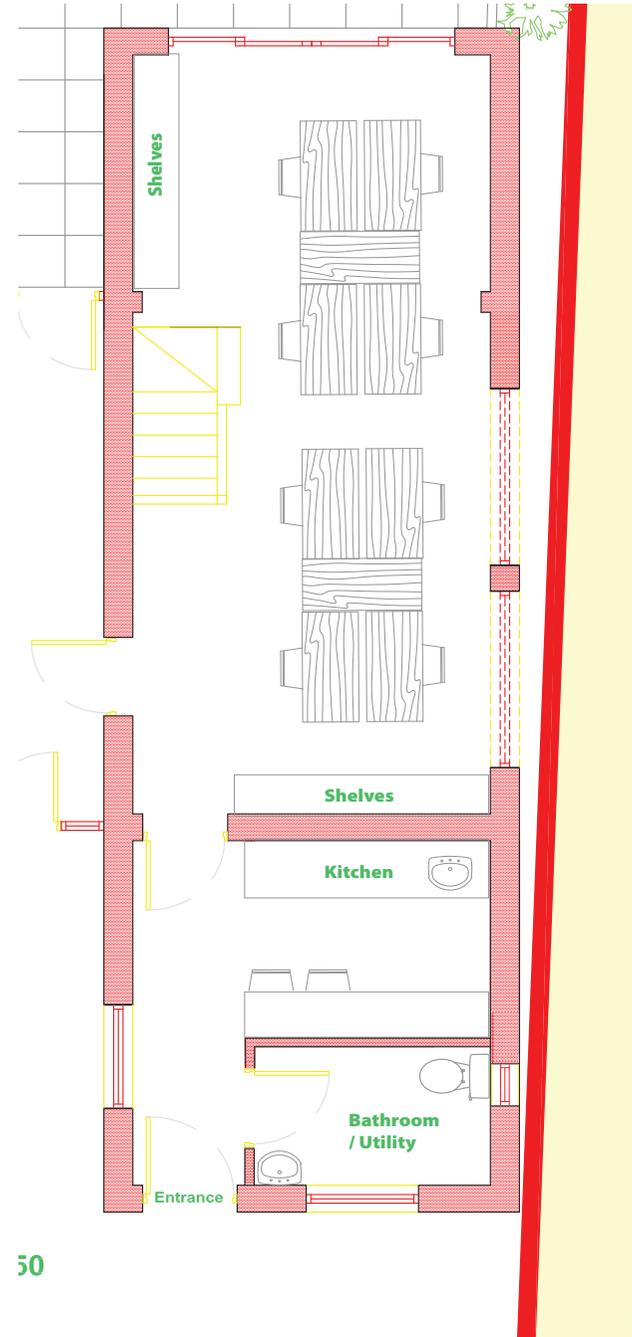
**Proposed Property Tavy View - Office Working Space & River View  
Office Space for 6 employees is 33.07sqm.**



**Proposed Property Tavy View - Separate Staff Entrance and Kitchen/dining area.**



Proposed Property Tavy View - Toilet/Utility



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Proposed floorplan



**Proposed Property Tavy View - Main dwelling entrance on Left -  
Office entrance seen on right**

**Parking for 8 Cars**



**Proposed Property Tavy View - Parking for 2 extra Cars within the boundary outside the gate. Property and parking is screened by shrubbery.**

# What the proposal would involve

- Office use only (administrative work) No call centre calls.
- Minimal deliveries
- Working hours limited to Monday–Friday, 9am–5pm
- No evening or weekend working

# What it would not involve

- No building work externally
- No increase in building size
- No industrial activity
- No noise beyond what you would expect from normal home working
- No late-night or early-morning disturbance
- No changes to the outside of the building
- No signs, lighting or advertising
- No members of the public visiting as standard

# Traffic and parking

The property benefits from ample, secure gated parking, accommodating all staff vehicles and our own vehicle. Currently the 6 members of staff arrive at the rented office in 4 cars. Staff already use a mix of car-sharing and walking, and vehicles would arrive and leave at the start and end of the working day. All parking would take place within our existing driveway, not on the road.

Existing access arrangements will remain unchanged. Cornwall Council has advised that the level of traffic and parking would be comparable to what could already occur at a 10 person large family home, and that up to 10 cars could be expected for a property of this size.

Tavy View has parking within the gate for up to 8 vehicles, with an additional 2 spots within the boundary outside the gate. This ensures there will be no on-street parking impact or loss of amenity for neighbouring properties. The boundary of the property and parking is screened by shrubbery, ensuring no visual impacts from cars. The current office only allows parking for 2 vehicles - the rest of the staff have crowded off-street parking, with the added worry of HGV's constantly using the road they park on.

# Local Employment and Travel

All six staff members are Saltash residents living within a four-mile radius of the site.

The proposed property is only 0.5 miles from our current premises, allowing staff to continue walking or car sharing, maintaining existing sustainable travel patterns and avoiding any increase in traffic levels.

The new location benefits from being a 3 min walk from 2 bus stops (Trelanka & Carkheel Barns), with pavements from the bus stops to the property. Regular bus services are available from Plymouth, Callington, Saltash, Launceston, Merrymeet and Plympton. Offering staff members the choice of public transport to the office.

The proposed change is not expected to generate significant additional traffic.

# Carkeel Trelanka (E-bound)

Buses point east →

[Map](#) · [Street View](#) · [cordwmtd](#) · [0800COA10553](#)



14/10/2025    23:24   

| To   | Sched-uled | Ex-pected |
|--|------------|-----------|
| 12 Plymouth City Centre<br>2461 - SN16 OGU | 23:25      | 23:27     |

Wednesday 15 October ↓

## Bus services

- 12 Plymouth - Callington  
Go Cornwall Bus
- 12A Plymouth - Launceston  
Go Cornwall Bus
- 450 Saltash Town Service  
Saltash Red Bus
- 451 Merrymeet - Saltash  
Saltash Red Bus
- DC6 Plympton - Duchy College, Sto...  
Stagecoach South West

## Nearby stops [Map](#)

[opp Trelanka](#) ←  
12 12A 450 451 DC6

**Bus Stop Trelanka services - 0.1 mile from Proposed Property Tavy View**

# Noise and consideration for neighbours

We understand that noise is often a concern, and we want to reassure our neighbours that:

- Quiet desk-based work only (The work has to be very accurate, which means the staff members have minimal conversations, as a simple incorrect number inputted would mean a mistake to someone's pay.)
- The business is entirely administrative and digital, with no machinery, manufacturing, or customer footfall
- Noise levels would be comparable to normal home working, and there is no call-centre activity
- A professional noise assessment has been carried out, and will be submitted with any planning application to ensure neighbouring homes are protected

# Noise assessment results

**Analysis undertaken by: HA-Acoustics | Mark Speed BSc (Hons) MIOA MInstP MEnvSc**

A noise assessment was carried out for the proposed conversion of the annex at Tavy View, Carkeel, Saltash into an office.

The analysis assumed higher-than-typical internal office noise to represent a worst-case scenario. Based on the wall construction and standard double-glazed windows, predicted noise levels outside the annex would be 20–23 dBA at the nearest neighbouring property (Tamarisk). This is over 10 dB lower than existing background noise levels (around 45 dB), meaning the impact would be negligible.

Vehicle movements were also assessed. With a maximum of 7 staff vehicles, mostly arriving or leaving at the start or end of the day, the predicted noise level at nearby properties would be about 44 dBA, which is similar to existing ambient noise levels and lower at Tamarisk due to a brick wall along the road.

## **Conclusion**

Noise from the proposed office use and associated vehicle movements would be below recommended limits and would not significantly affect neighbouring residential properties.

# A greener outlook

As advocates of renewable energy, we intend to install solar panels and electric vehicle (EV) charging points on-site.

We currently use an electric car and plan to install car ports for staff use, supporting Cornwall Council's climate change objectives and reducing the business's carbon footprint.

The business currently offers a cycle to work scheme, that staff have enquired about, however the risk of leaving bikes on the current rented office street, with no bike racks has deterred them. However at our proposed property, we can install bike racks, and the ample parking is secured by a locked electric gate.

By consolidating our living and working environments, we can reduce to one household vehicle, simplify utilities, and improve operational efficiency.

The new office offers a riverside outlook and a quiet, natural setting, promoting staff wellbeing and productivity.

# Conclusion

**This proposal represents a modest, low-impact change of use that will enable a long-established local business to operate sustainably within the Saltash community.**

**It supports six local jobs, reduces travel and emissions, promotes renewable energy, and ensures no adverse impact on neighbouring properties.**

**The change of use aligns with Cornwall Local Plan objectives for sustainable development, local employment, and environmental stewardship.**

**We respectfully request the Parish Council's feedback and guidance to help shape a formal planning application that aligns with local and national planning policy.**