

# J M A R C H I T E C T U R E

## **Covid-19 Statement** **5<sup>th</sup> June 2020**

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These are strange times for all of us and as we start to unlock from our homes and make tentative steps towards the new normal, we thought you might like to know the following:

### **We are still working!**

We are still coming into the office during the week, just not every day. We receive and check emails each day, but only check telephone messages when in the office, so if you need to make contact urgently then email is best. Essentially, the working week has shrunk to about 3 days out of 5. Administrative help is being carried out remotely, so all paperwork, applications etc are going ahead, just taking a day or two longer.

With regard to planning applications etc, these are still being taken by the Planning Portal, and being processed by the relevant Councils. Please bear in mind that most planning departments are now home-working so things are going slower than previously.

### **We are working safely!**

Following all the government guidelines regarding social distancing visits can be made to your property. With regard to contracted staff, all are well-versed in social distancing and are happy to proceed alone on your property, if you prefer.

As lockdown has forced many of us to re-evaluate how we live and work, lots of people are starting to think about alterations to their homes to facilitate working from home. If you are one of these people, and would like to talk to me about possible alterations to your home; extension, loft conversion, annexe etc, then please get in touch for an initial consultation.

In the meantime, please stay safe!  
John Matthews