

- If a building has entrances in more than one street and is multi-occupied with each entrance leading to a separate occupier, then each entrance should be numbered in the appropriate road.
- A named building may not have more than one number in one street.
- In residential buildings (i.e. blocks of flats) it is usual to give the building a number, or in certain circumstances a name, in the street. Each individual flat will then be numbered eg: Flat 1, 21 Smith Street, not Flat A, 21 Smith Street and not 21a Smith Street which might already be used by an adjoining building, or Flat 1, John's Court, Smith Street and not 21a John's Court, Smith Street.
- The use of numbers followed by suffix letters will be used where insufficient numbers exist. For example, when one large old house in a road is demolished and replaced by (say) four smaller houses. To include the new houses in the numbered sequence would involve renumbering all the higher numbered houses on that side of the road. To avoid this each new house should be given the number of the old house with either A, B, C or D added.

## Charges apply from April 2019

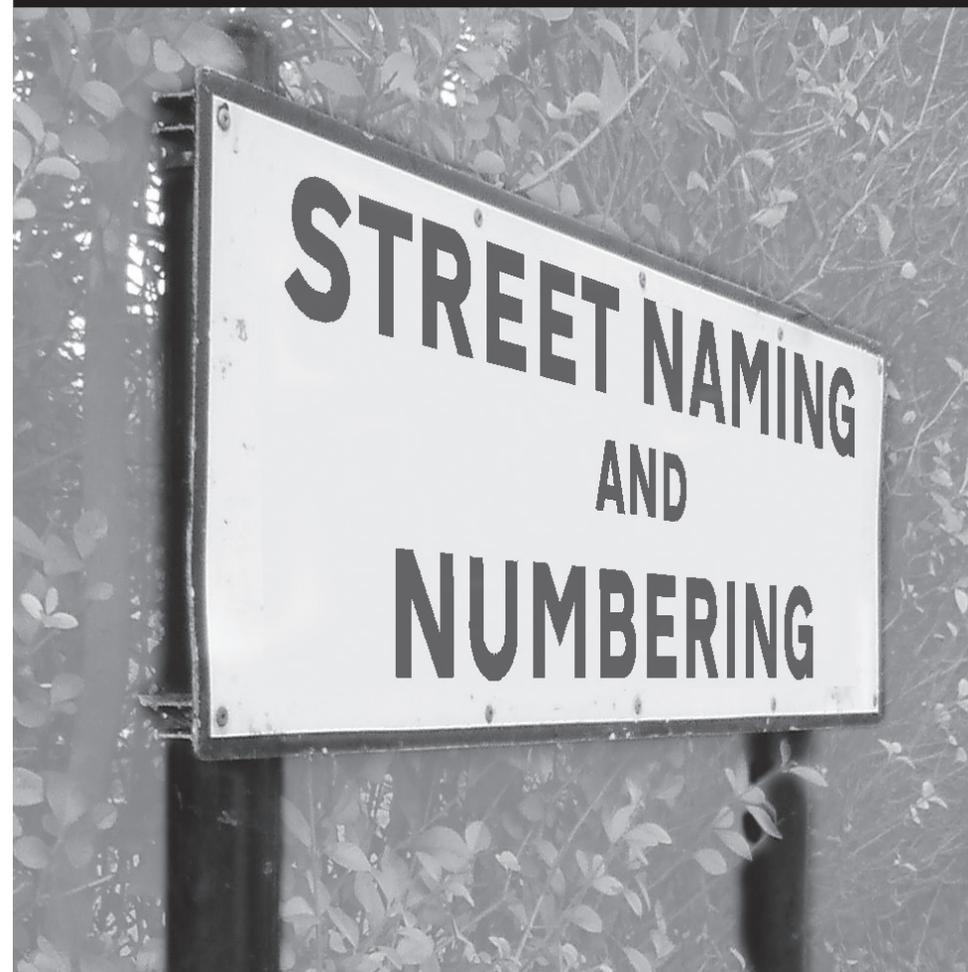
Street naming per street	£148.00
Property numbering - Up to 10 numbers	£148.00
More than 10 numbers - per number	£15.00
Renaming of an existing street	£435.00
House naming/renaming	£72.00

Please make cheques payable to:  
**Nuneaton and Bedworth Borough Council.**  
Prices correct at time of printing.

## Localities and post codes

Royal Mail allocates locality names and postcodes. If you wish to discuss these you should contact:

Nuneaton and Bedworth  
Borough Council,  
Telephone: 024 7637 6154/6558  
email: [building.control@nuneatonandbedworth.gov.uk](mailto:building.control@nuneatonandbedworth.gov.uk)



## Important New Information

- Why is street naming and numbering important?
- How and when to apply
- Charges and fees applicable

## Why is street naming and numbering important?

Because it allows:

- Emergency services to find a property quickly.
- Mail to be delivered efficiently.
- GPRS updates - e.g satellite networks for mobile phones and SAT NAVs.
- Reliable delivery of services and products.
- Records of service providers to be kept in an effective manner.

## How and when to apply

- All requests should be in writing and include suggestions, with reasons, in accordance with policy accompanied by plans to a scale of not more than 1:1250.
- For developments that require new names and numbers it is advisable that these are submitted at the earliest possible stage, preferably before building work commences and legal documentation has been drafted.
- Developers should ideally apply as soon as planning permission is granted or when building regulation consent is applied for.
- The council will also deal with requests for the renaming/ renumbering of existing streets and buildings. It should be noted that unless the situation is causing serious problems for the occupiers, Royal Mail or emergency services, requests would not normally be allowed. The changing of names and numbers is not a simple procedure. Unless all affected parties are in agreement conflict can occur. All persons will need, at their expense, to inform relevant bodies of any agreed changes.

## Street naming guidance

- Any street with vehicle access to the front of properties should end with the suffix of Street, Road, Way or Drive.
- For streets that form a shape, as appropriate: Place, Crescent, Square, Court, Quadrant, Passage or Yard.
- For streets with a slope: Hill or Rise.
- For cul-de-sacs, Close.
- For streets that need to reflect the area or local interest: Avenue, Grove, Lane, Gardens, Terrace, Vale, End, View, Wharf, Walk, Park, Meadow, Side, Circle, Croft, Field, Gate, Green, Parade, Village, Garth, End, Dale.
- For properties with a frontage onto a pedestrian route: Walk, Path or Way.
- Single word names ending with these suffixes may also be used eg Kingsway or Meadowside.

## Building name guidance

- Building names will only be used where a number is not available, usually to help infill developments, particularly multi-occupied buildings, where suitable and sufficient numbers do not exist.
- All building names should end with one of the following suffixes: Terrace, Buildings, Court, Mews, Cottages, House, and Mansions.
- Building names should not repeat the name of the road or that of any house or building in the area.

## Numbering guidelines

- Numbers will be used in all possible cases.
- Streets will be numbered with the even numbers on one side and the odd numbers on the other. In some circumstances, such as a cul-de-sac, consecutive numbering in a clockwise direction may be used.
- Number 13 will be used in all cases and a proper sequence maintained.
- Buildings, particularly those on corner sites, will be numbered according to the street, in which, the main entrance is to be found.