ARUN
DISTRICT COUNCIL
Working in partnership with
South Downs
National Park Authority

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

St Ann's Gate Architects
St Ann's Gate
The Close
Salisbury
Wiltshire
SP1 2EB

Your Ref:
Our Ref: AB/119/11/L

Please ask for: Mr P Cleveland
01903 737631

5th December 2011

Dear Mrs Latham

Planning (Listed Buildings and Conservation Areas) Act 1990

Application for Listed Building Consent for alterations & refurbishment. Amendment to previous approval AB/24/11/L - internal layout change
St Mary's Parish Hall London Road Arundel BN18 9BA

Thank you for your recent application, which was accepted as valid on 29th November 2011. It is being dealt with by Mr P Cleveland who will be able to help you by telephone should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

This Council is now legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 5th January 2012 which is the end of the advertising period.

If you have not received a decision by 24th January 2012 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Planning (Listed Building and Conservation Areas) Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Temple Quay House, 2 The Square, Bristol, BS1 6PN.

Please be aware that some of our correspondance including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes thoughout the course of the application.

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This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations.You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.

I trust this of assistance to you.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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