



Arun District Council  
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18th September 2020

Emma Penn  
Flat 4 57a High Street  
Arundel  
West Sussex  
BN18 9AJ

**Case Officer:** Mrs A Gardner  
**Telephone:** 01903 737529  
**Email:** [Anita.Gardner@arun.gov.uk](mailto:Anita.Gardner@arun.gov.uk)

Dear Sir/Madam,

**Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)**

Application No: AB/49/20/L  
Site Address: 55B High Street Arundel BN18 9AJ  
Description of works: Listed building consent to seal off the residential flat from the commercial space & creating a new entrance door through the already existing communal area of 57 High St.

Thank you for your internet representation made on 17th September 2020 which has been recorded as an objection with the comments as follows:

OWPC29645

The work that this application relates to commenced on 1 September prior to all of the paperwork for a valid application had been received by the planning department. The work has now been completed without permission being granted and before a valid application had even been submitted.

Your views as made above will be considered before the application is determined.

Please be aware that Planning Services operate an 'open file' policy and will publish your comments on the website. Please make sure that you have only provided information that you are happy will be published in this way. If you have supplied information belonging to a third party, you must make sure you have their permission to do so. If you do not wish your comments to appear on the website or on the file you will need to confirm this by emailing to [planning@arun.gov.uk](mailto:planning@arun.gov.uk) and I will arrange for it to be destroyed although this means that the content will then be disregarded.

The majority of applications are determined under delegated powers by officers. Further information on the decision making process can be found on the website at :<https://www.arun.gov.uk/planning-decision-process>.

Some applications will be determined by the Development Control Committee, and I shall write and inform you of the date of the meeting and the procedures for public speaking if this is the case. However, if your representation has been received after the agenda for the meeting has been finalised and the notifications have been generated, you will not receive notification. In this case, you will need to track the progress of the

application on the council's website <https://www.arun.gov.uk/weekly-lists>

Any comments that are received after the agenda has been finalised will be separately reported to the members of the Development Control Committee.

Regardless of how the application is determined I will notify you of the decision.

Yours sincerely



**Neil Crowther**  
**Group Head of Planning**

For details of how the Council will deal with your data please refer to our privacy notices on the website [www.arun.gov.uk/planning-privacy-statements](http://www.arun.gov.uk/planning-privacy-statements)

**If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.**