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From: Daun Johnson

Sent: 18 August 2020 16:00

[<Anita.Gardner@arun.gov.uk>](mailto:Anita.Gardner@arun.gov.uk)

Subject: FW: Planning and Listed Building Consent application AB/75/20/PL and AB/76/20/L

Dear Mr Meredith

You will be aware that it has been brought to our attention that the Certificate A which was completed is not correct and that you may not have served notice on all the necessary parties.

In view of this, your applications have been put back on hold pending you serving notice on all interested parties to alert them of the applications and to allow them to comment on the applications. Once you have served the notices on all parties you need to, complete, sign and date the relevant certificate confirming that this has been done and return the certificate to us.

Once we receive this, assuming it is correctly completed, the applications will then be re-advertised in the press and new site notices reflecting the change to the applications will be displayed allowing a further 21 day publicity period to allow the public or interested parties to comment. The applications will not progress further until we receive the correctly completed, signed and dated certificate confirming that notice has been served and then the application cannot be determined until the further publicity period has expired. It is therefore important that you rectify this matter as soon as possible.

I have attached the certificates section of the application form so you can complete, sign and date the correct one. I also attach the guidance notes for the listed building application form. Section 14 gives further information on serving notice and completing the certificate.

Please ensure that you email your completed, signed and dated certificate to Planning@arun.gov.uk clearly quoting the application references of AB/75/20/PL and AB/76/20/L so that I can process the application.

Daun Johnson

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Yours sincerely

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