

Mr P Collins
Fernlea
Hook Lane
Aldingbourne
West Sussex
PO20 3TE

Your Ref:
Our Ref : AL/101/11/
Please ask for:
Mr C Cronin
01903 737776
4th November 2011

Dear Mr P Collins

The Town and Country Planning Act 1990 (as amended)

New porch
Fernlea Hook Lane Aldingbourne PO20 3TE

Receipt No P88421	Amount: £ 150.00	VAT Number 193 5586 24
		TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 3rd November 2011. It is being dealt with by Mr C Cronin 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 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 8th December 2011 which is the end of the advertising period.

If you have not received a decision by 29th December 2011 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 Town and Country Planning 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, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence 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 throughout the course of the application.

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.



Mr P Collins
Fernlea
Hook Lane
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West Sussex
PO20 3TE

Dear Mr P Collins

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

Our Ref: AL/101/11/

Your Ref:

Please ask for:

Mrs D Johnson
(01903) 737500 Ext 37762

28th October 2011

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**New porch
Fernlea Hook Lane Aldingbourne**

Thank you for your recent application which I received on 27th October 2011. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

I require 1 electronic or 3 paper copies of a block/site plan in accordance with the guidance notes available on our website detailed below (click on National List). Please show the house on the property and hatch/highlight the proposed works.

I require 1 electronic or 3 paper copies of a location plan in accordance with the guidance notes available on our website detailed below (click on National List). Please provide another named road. Also please edge the property site in red and show the house on the property site.

Due to a legislation change, please submit a revised application form, which is available at www.arun.gov.uk. Please ensure all sections are completed.

For further guidance or to obtain the documents as required above please refer to our website: <http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 11th November 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

pmac42