

**From:** Simon Davis  
**Sent:** 15 March 2019 12:47  
**To:** [REDACTED]  
**Subject:** RE: AL/116/18/PL and AL117/18/PL

Dear Anna,

When we receive requests to add documents or change plans on the application, then the file goes to admin for this to take place. This process can take some time depending on the number of requests that officers are making and the availability of planning admin stuff. Having received the copy of the notice form from you on the 12<sup>th</sup>, I put the request to admin on the same day and I have just received the file back. I can now therefore put the report through to my team leader. However, as the agreed extension of time has passed, I will need a further extension from you on AL/116/18/PL. Can we agree until Friday 22<sup>nd</sup> March please. I would hope it can be issued sooner but my Team Leader (west team) is on leave and next week is committee deadline week which puts extra pressure on the other Team Leader (east area) who will have to ask to review the report.

As regards AL/117/18/PL (Mr Norgate's application), the file is still with admin (and you will appreciate that I have only just been sent the revised site plan for that application). This will take longer to process and for the file to come back to me.

Kind Regards

Simon J Davis MRTPI | Principal Planning Officer, Planning Department, Directorate of Place, Arun District Council |  
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Please note that I typically work from home on Thursdays when I am unreachable on my work phone

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Save the environment - think before you print.

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**From:** [REDACTED]  
**Sent:** 15 March 2019 11:51  
**To:** Simon Davis [REDACTED]  
**Subject:** AL/116/18/PL and AL117/18/PL

Dear Simon

Could you please confirm that the above applications have now been approved so that Mr Duggin and Mr Norgate can progress with the construction of their dwellings.

Kind regards.