




Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk

To register to receive notifications of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>



Our priorities...

| | | | | |
|--|---|---|--|--|
|  Improving the wellbeing of Arun |  Delivering the right homes in the right places |  Supporting our environment to support us |  Fulfilling Arun's economic potential |   |
|--|---|---|--|--|

From: DENISE JAMES-CROOK [REDACTED]
Sent: 19 May 2025 18:28
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: Re: Your email to Arun District Council Planning

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Yes the planning application is
AL/30/25/OUT

On Mon, 19 May 2025, 12:33 Planning.Responses, <Planning.Responses@arun.gov.uk> wrote:

Dear Denise

Thank you for your email.

Unfortunately, there is not a planning application with the reference WA/35/25/OUT for us to add your comments to.

Can you confirm if your response is in relation to planning application AL/30/25/OUT?

I look forward to hearing from you.

Regards

Nikki Oktay

Planning Receptionist, Planning Department

T: 01903 737965

E: Nicola.Oktay@arun.gov.uk

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Our priorities...



Improving the wellbeing of Arun



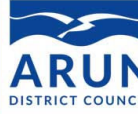
Delivering the right homes in the right places



Supporting our environment to support us



Fulfilling Arun's economic potential



From: DENISE JAMES-CROOK [REDACTED]
Sent: 16 May 2025 19:16
To: Planning <Planning@arun.gov.uk>
Subject: Re: Your email to Arun District Council Planning

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I am objecting to the development of 2x 3/4 bedroom houses adjacent to my property
1 Elm Cottage, Hook Lane, Aldingbourne, PO20 3TG
Reference No WA/35/25/OUT

Please add my comments to your website

Denise James-Crook

On Fri, 16 May 2025, 14:47 Planning, <Planning@arun.gov.uk> wrote:

Thank you for your email.

Please can you let me know your enquiry, so I can assist or forward onto accordingly.

Kind regards

Susan Haley

Planner Degree Apprentice

Technical Support Unit

T: 01903 737694

E: susan.haley@arun.gov.uk

Please note: I am out of the office, at university, every Thursday.

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From: DENISE JAMES-CROOK [REDACTED]
Sent: 14 May 2025 15:44
To: Planning <Planning@arun.gov.uk>
Subject: Fwd: Your email to Arun District Council Planning

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----- Forwarded message -----

From: **Planning.Responses** <Planning.Responses@arun.gov.uk>

Date: Wed, 14 May 2025, 15:40

Subject: Your email to Arun District Council Planning

To: DENISE JAMES-CROOK [REDACTED]

Welcome to Planning Services.

This mailbox is intended to be used by customers replying to correspondence that we have sent out for example, requests for further information or consultation requests.

All enquiries received in this mailbox will be dealt with but general enquiries from the public should in future be directed to the planning@arun.gov.uk mailbox to ensure they are dealt with in the most efficient way.

Depending on the nature of your email, your correspondence will be dealt with as indicated below:

1. Further information on a planning application or a response to correspondence from this mailbox address

Thank you for your email. It will be forwarded to the relevant technical support officer or planning officer who will add the information to the application. In the case of further information relating to the validation of the planning application you will be contacted again if there is still outstanding information or you will receive a formal letter acknowledging the application as valid.

If you have provided agreement to an extension of time this will be forwarded to the case officer.

2. Consultation Response

Thank you for your response, it will be uploaded to our website and forwarded to the relevant case officer.

3. Representations on planning applications

Thank you for your representation. Correspondence classed as a representation on a planning application will not be acknowledged if received by email. The email will be uploaded to the website, please allow 5 working days for this process and a copy passed to the relevant planning officer. Unfortunately it is not possible for the Council to respond to each letter individually but providing the comments have been submitted within the publicity period they will be considered before the application is determined. However, should they have been submitted after the 21 day public consultation period has closed, there is no guarantee that your views will be taken into account in the Local Planning Authority`s decision.

PLEASE NOTE

Should you need to make a representation again in the future, please use the online comment facility rather than an email. This will ensure that your representation is dealt with more quickly and you will receive confirmation of your comments when it has been processed. To make a comment please link to <https://www.arun.gov.uk/planning-application-search>

Type in the application reference number and click search. This will bring up the application which you can click into. At the top of the screen with the details of the application there is a button called Enter Comment click into this and complete.

4. Planning Compliance issues

Thank you for your email. Correspondence relating to a planning compliance matter will be acknowledged once it has been logged onto our data base. Details of what is or isn't a planning compliance issue can be found on our website <https://www.arun.gov.uk/planning-compliance>

PLEASE NOTE

Should you wish to register a planning compliance issue in the future please log this using the online form on the planning compliance page . This will ensure that it is dealt with more quickly <https://www.arun.gov.uk/planning-compliance>

5. All other correspondence will be allocated either to the specific officer dealing with the matter or if more general the relevant team leader or manager so that they can allocate the enquiry to an appropriate officer.. In this case you should receive a response from one of our officers within 10 working days. In future please send this type of correspondence to planning@arun.gov.uk as it will ensure it is dealt with in the most efficient way.

You may find helpful information to assist with your enquiry on the planning section of the Arun

District Council website
<https://www.arun.gov.uk/planning>

Many Thanks

This is an automatically generated acknowledgement

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