

Mr Tim Wright
Dell Cottage
Norton Lane
Chichester
PO20 3NH

Dear Mr Wright,

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Application for Planning Permission

Development: Installation of a gate at the junction of Dell Cottage Access Road and Norton Lane.
This application is in CIL Zone 3 (zero rated).
Location: Dell Cottage Norton Lane Aldingbourne PO20 3NH

Thank you for your recent application which I received on 25th September 2025. It is being validated by Jonny Cooper who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid application until the following item(s) have been received or resolved :-

Location Plan Insufficient

Your location plan is out of date, please submit an up to date location plan with a solid red outline around the site boundary, including where the proposed works are to take place in pdf format at a scale of 1:1250 or 1:2500 for rural areas. Further details of what must be included on the plan can be found in the Validation Requirements List.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <https://www.arun.gov.uk/making-a-planning-application>

If you are unable to access the website, please contact this office so a copy can be sent to you.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **10th October 2025** or your application will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of

administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

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 <https://www.arun.gov.uk/privacy-policy/>

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.

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