



Mrs L Fleming-Wood
47 Old Place
Aldwick
West Sussex
PO21 3AX

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AW/101/19/T

Your Ref:

**Please ask for:
Nicola Moore
01903 737500 X 37944**

12th April 2019

Dear Mrs Fleming-Wood

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Consent to Carry Out Works to Tree(s) Protected by Tree Preservation Order**

Development 1 No. Oak tree
Location 47 Old Place Aldwick

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

Following our telephone conversation, please find enclosed a map for you to clearly mark the location of the tree requiring works.

As discussed, please confirm the works required as discussed with your tree surgeon. Please ensure that if the work is a Crown reduction, this is provided in metres.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required 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 **26th April 2019**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

Neil Crowther

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