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

My Usual Working hours are: 7:30- 17:00 Monday, 7:30 – 15:00 Tuesday, 7:30- 14:00 Wednesday to Friday

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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	 
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From: Matt Porter [REDACTED]
Sent: 11 August 2026 08:39
To: Silvie Steiningerova <Silvie.Steiningerova@arun.gov.uk>
Subject: Re: FW: AW/109/26/T-48 Fish Lane

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.

Hi Silvie,

Yes I'm happy for the application to be withdrawn. I didn't realise it had been submitted in that way anyway as I thought it was done under the 5 day notice.

All the best

Matthew

On Tue, Aug 11, 2026 at 8:34 AM Silvie Steiningerova <Silvie.Steiningerova@arun.gov.uk> wrote:

Hi Matt,

It is excellent to hear that you have planted a significant number of trees since moving into the property. However, while this contribution is appreciated, it would not offset the loss of the protected tree.

Any replacement tree is automatically protected under the original Order and should be planted as close as possible to the location specified in the original Order and indicated on the accompanying map. However, this is not always practicable, such as in circumstances where a stump had been left behind. In such cases, the replacement tree may be planted within 10 metres of the original location.

To compensate for the loss of the Maple tree, the following replacement species would be acceptable:

Strawberry tree *Arbutus unedo*

Maidenhair tree *Ginkgo biloba*

Black wattle *Acacia melanoxylon*

Ornamental pear *Pyrus calleryana*

Mulberry *Morus nigra* or *alba*

The replacement tree should be provided as Selected Standard nursery stock, with a stem girth of 10-12cm and an overall height of 2-3 metres. It should be planted using a short-stake support system with appropriate ties and spacers and must be planted within 12 months of the loss of the original tree.

Once you know your preferred replacement species, please submit the details to us so that we can confirm its suitability and ensure compliance with the above requirements.

I hope this clarifies the position. As the determination deadline for the current application is today, I would be grateful if you could confirm whether you are happy to withdraw the application, which will allow me to process the application accordingly.

Many thanks,

Silvie Steiningerova

Planning Officer, Planning Department

T: 01903 737702

E: silvie.steiningerova@arun.gov.uk

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From: Matt Porter [REDACTED]
Sent: 10 August 2026 14:52
To: Silvie Steiningerova <Silvie.Steiningerova@arun.gov.uk>
Subject: Re: FW: AW/109/26/T-48 Fish Lane

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Hi Silvie,

The email below went to the tree surgeon and so I did not know about it.

The tree was dead and had to be removed. We have left the stump in place which might help with the biodiversity but it would also make it very hard to replant a tree in the same spot.

With regards to replanting, could you help me understand the requirements and whether some things we have done would be acceptable.

Since moving into the house we have planted two new apple trees, two cherry trees, a new ash tree at the front, and two Hoheira's in our middle garden. At the back of the house we added three ornamental cherry trees and about 10 Hoheira's.

We requested permission to remove 18 leylandi trees by the road which were under tpo and these were replaced with 4 beech trees.

So we have added 17 new trees to the garden and I wonder whether this means we could avoid having to replant a tree now.

I'd be happy to meet someone to discuss at the property if that helps.

Thanks

Matthew

On Mon, 10 Aug 2026, 14:06 Silvie Steiningerova, <Silvie.Steiningerova@arun.gov.uk> wrote:

Good afternoon,

Apologies for sending a further email, however I wanted to ensure that you have received my correspondence below.

As the tree application is due to be determined tomorrow, I would be grateful if you could respond to the email below at your earliest convenience.

Many thanks,

Silvie Steiningerova

Planning Officer, Planning Department

T: 01903 737702

E: silvie.steiningerova@arun.gov.uk

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From: Silvie Steiningerova

Sent: 07 August 2026 10:42

Subject: AW/109/26/T-48 Fish Lane

Good morning,

I am writing in relation to the above tree application. The Council's Tree Officer has visited the site and confirmed that the tree appears to have already been removed.

As the tree was dead, prior consent from the Council was not required. In such circumstances, a dead tree may be removed following the submission of five working days' written notice to the Council. Accordingly, we recommend that this application be withdrawn.

However, exception for removing a dead tree imposes a duty on the landowner to plant a replacement.

The Exceptions for Work on Dead Trees and Branches

Unless work is urgently necessary because there is an immediate risk of [serious harm](#), **5 working days prior written notice must be given to the authority before cutting down or carrying out other work on a dead tree**. The authority's consent for such work is not required.

The exceptions allow removal of dead branches from a living tree without prior notice or consent.

Tree owners, their agents and authorities should consider biodiversity. Dead trees and branches can provide very valuable habitats for plants and wildlife, which may also be protected under other legislation. To conserve biodiversity it can be good practice to retain dead wood on living trees and at least the lower trunk of dead 'ancient' or 'veteran' trees unless, for example, safety reasons justify removal. [Safety has priority](#), but safety considerations may not necessitate removal of all dead branches on living trees or the whole of a dead tree. It may be helpful to seek expert arboricultural and ecological advice.

Where a dead tree not covered by the woodland classification is removed, the landowner has a [duty to plant a replacement tree](#).

Paragraph: 079 Reference ID: 36-079-20140306

Revision date: 06 03 2014

Source: <https://www.gov.uk/guidance/tree-preservation-orders-and-trees-in-conservation-areas>

We will need a written proposal from your client in respect of the replacement tree planting. The following specification is our standard requirement:

Once the tree has been felled then a replacement tree is to be planted in the same place or nearby and to within ten metres, free from the interference of established and developing tree canopy so that it may develop an upright and uniform crown towards maturity. This is to be of Selected Standard Nursery Stock proportions (10-12cm girth & 2m to 3m overall height) supported on a 'short stake' system with appropriate securing ties and pads.

It is to be planted within **12 months** of the removal of the maple tree.

A suggested list of appropriate tree types:-

Strawberry tree *Arbutus unedo*

Maidenhair tree *Ginkgo biloba*

Black wattle *Acacia melanoxylon*

Ornamental pear *Pyrus calleryana*

Mulberry *Morus nigra* or *alba*

Please confirm that you are happy to withdraw the application and provide a written proposal in respect of the replacement tree planting.

Kind regards,

Silvie Steiningerova

Planning Officer, Planning Department

T: 01903 737702

E: silvie.steiningerova@arun.gov.uk

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