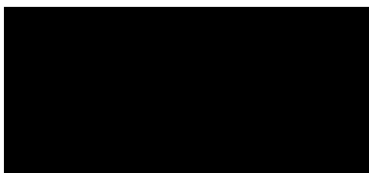


K.E. HILTON & ASSOCIATES

Chartered Structural Engineers

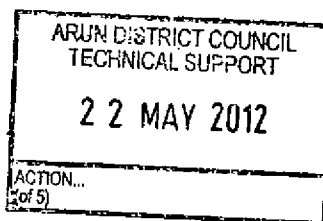
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Arun Civic Centre,
Maltravers Road,
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West Sussex.
BN17 5LF



21 May 2012

KEH/sep/4682

For the attention of Mr. D. Sullivan.

Dear Sir,

re: Alleged Unauthorised Windows - 12 Chawkmere Coppice, Aldwick - Ref: ENF/201/12

Further to your letter dated 4th May 2012 addressed to Mr. J. Baitup of the above address, I have taken his instructions to prepare the necessary drawings in respect of the above for obtaining the required approval.

In this respect I attach herewith the necessary planning application forms together with my client's fee in the sum of £170.00. Also attached are three copies of drawing no. 4682/1X indicating the position of the new windows recently fixed in position.

I trust this meets with your approval in due course.

Yours faithfully,



K.E. HILTON

Enc's.

c.c. Mr. J.A. Baitup, 12 Chawkmere Coppice, Aldwick

K.E. HILTON, C. Eng., M.I. Struct. E., F.F.B. - Consultant

P. HAYERS - Assistant Engineer

C.R. Barrow - Assistant Engineer