

Alison Terry
Craig Rock Cottage
28 The Drive
Aldwick
PO21 4DU

Please ask for: Kathryn Welch
Email: kathryn.welch@arun.gov.uk
Telephone: 01903 737789
Our Ref: AW/13/21/TC
Your Ref:
Date: 15th January 2021

Dear Ms Terry,

Town & Country Planning Act 1990 (as amended) s211 Notice

Prior Notification of Work to Tree(s) in a Conservation Area

Development: Holm Oak (T1) - Crown reduction by 1.5-2.5m of height and lateral branching back to old pruning points
Bay Laurel (T2) - Crown reduction by 2m of height and lateral branching back to old pruning points.
Holm Oak (T4) - Crown reduction by 2m of height and lateral branching back to old pruning points.
Location: Craig Rock Cottage 28 The Drive Aldwick PO21 4DU

Thank you for your recent notification which I received on 13th January 2021. It is being validated by Kathryn Welch who will be able to assist you should you have any questions.

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

Please provide proposed height and spread measurements (m) of T1, T2 and T4

For further guidance, please refer to the list of validation requirements for tree applications on our website: <http://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.

Please provide the above by **29th January 2021** or your notification will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

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 www.arun.gov.uk/planning-privacy-statements

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.