

Treestyler Tree services
28 Choller cottage
Barnham lane
Arundel
BN18 0AX

Dear MR Bentley,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development: 1 No. Macrocarpa (T1) Reduce southern spread by 3m and crown thin by 20%, to leave a spread of 3m north, 5m east, 7m south and 3m west.
1 No. English Oak (T2) Reduce southern spread by 3m and crown thin by 20%, to leave a spread of 3m north, 5m east, 2m south and 4m west.
Location: 16 Wychwood Close Aldwick PO21 4DW

Thank you for your recent application which I received on 20th August 2026. It is being validated by Elaine Walby 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 :-

Whilst this site does lie within a conservation area I note that TPO Bognor No. 2 may also apply. The TPO states that any tree of any species standing in the area A1 is covered by the order. Please can you confirm whether the trees are likely to have been planted in 1958 or earlier. If so this application will need to be treated as works to a protected tree rather than works in a conservation area.

For further guidance, please refer to the list of validation requirements for tree applications on our website: <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 **9th September 2026** 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>