

Mr J Rodwell
Beechdown Arboriculture Ltd
Unit 1 Church Hil
Slindon
West Sussex
BN18 0RB

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AW/178/12/TC
Your Ref:

Please ask for:
Mrs S Honney-Bayes
extn. 37445

Dear Mr Rodwell

25th July 2012

Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area

Development Reduce height by 1.5m to 1 no. Sweet Bay tree (Laurus Nobilis)

Location 7 Hunters Close The Ridings Aldwick

Thank you for your recent application which I received on 19th July 2012. It is being dealt with by Mrs S Honney-Bayes who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please confirm the amount being removed from the sides of the tree in metres and whether a crown reduction is proposed.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance 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 **8th August 2012**. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely



Karl Roberts
Assistant Director Planning & Economic Regeneration

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Our Ref: AW/178/12/TC

Please ask for:

Miss K Rawlins
01903 737500 x 37314

27 July 2012

Dear Mr Rodwell

**Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area**

Description Reduce height by 1.5m to 1 no. Sweet Bay tree (Laurus Nobilis) & remove lateral extension growth by between 0.02m & 0.25m in length (within the Aldwick Bay Conservation Area)

Location 7 Hunters Close The Ridings, Aldwick,

Thank you for your notification received on 19th July 2012, I am writing to acknowledge that it was accepted as a validly made on 26th July 2012. On receipt of this letter if you have any concerns about the way that the Council has described your proposed work you should contact the Case Officer: Miss K Rawlins who will be dealing with your application, to discuss the matter.

The Council will publicise this application by means of a site notice on or near the application site and on our website. The notice needs to be displayed for not less than 21 days. During this time I hope you will do all that you can to ensure that it is not removed or defaced and that it is removed at the end of the specified period. If there are any problems with regards to the site notice (e.g. vandalism), please contact your Case Officer.

Your application cannot be determined until the end of the statutory publicity and consultation periods which is 30th August 2012. You can follow how your application is progressing on the Council's website:

www.arun.gov.uk/planning

Under section 211 of the Act, the outcome of your application will either be that the Council:

- consider it necessary in the interests of amenity not to permit the proposed works and so will make a Tree Preservation Order (TPO)
- decide not to make a Tree Preservation Order and inform you within 6 weeks from the receipt of the notification that the proposed works can go ahead within 2 years of the date of the decision.
- decide not to make a Tree Preservation Order and allow the 6 weeks for determination to expire, at which point the work can go ahead so long as it is carried out within 2 years of the date of the notice.

Finally, can I remind you that it is a criminal offence to carry out works to trees in a Conservation Area without first having the Council's consent. The penalties are the same as those for contravening Tree Preservation Order (TPO), for example the owner or anyone who cuts down a tree is liable, if convicted in the Magistrates' Court to a fine up to £20,000.