Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Tel: 01903 737756
Email: planning@arun.gov.uk
www.arun.gov.uk/planning

ACB Architectural Services
23 Elcombe Close
Bracklesham Bay
Chichester
PO20 8QZ

Please ask for: Jonny Cooper
Email: jonny.cooper@arun.gov.uk
Telephone: 01903 737532
Our Ref: AW/202/26/T
Your Ref:
Date: 17th November 2026

Dear Mr Belcher,

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: T1 - Monterey Cypress - Hesperocyparis macrocarpa
Reduce height down to 7.5m to old pruning points. Reduce branch length on all sides by 0.5m to 1m to leave c3.5m from trunk.
T2 - Monterey Cypress - Hesperocyparis macrocarpa
Reduce height down to 7.5m. Reduce branch length on all sides by 0.5m to 1m to leave c3.5m from trunk.
T3 - Monterey Cypress - Hesperocyparis macrocarpa
Reduce height down to 7.5m. Reduce branch length on all sides by 0.5m 1m to leave c3.5m from trunk.

Location: 15 Waters Edge Aldwick PO21 4AW

Thank you for your application which was received on 14th November 2026. I am writing to acknowledge that it was accepted as a valid application on 14th November 2026. On receipt of this letter, if you have any concerns about the way that the Council has described your application you should contact **Jonny Cooper**, the case officer who is dealing with your application.

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 until the date indicated on it for comments to be made by and for not less than 21 days.** After this period it can be removed. If there are any problems with regards to the site notice (e.g. vandalism), please contact the case officer.

Your application cannot be determined until the end of the statutory publicity and consultation periods which is 17th December 2026. You can follow how your application is progressing on the Council's website:
https://www.arun.gov.uk/planning-application-search

The Council aims to make as many decisions as possible before the end of the statutory determination period, which in this case will be 9th January 2027. However, this is not always possible for a number of reasons, including on-going negotiations or the scheduling of Planning Committees.

If you have not received a decision by 9th January 2027 or agreed in writing to extend the time in which the Council make a decision, you may appeal to the Secretary of State. Your appeal (under Regulation19 of the Town & Country Planning(Tree Preservation) (England) Regulations 2012) would be that the Council has failed to make a decision and you would be asking a Government Planning Inspector to make the decision instead. You can do this on a form which you can get from the Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN or from the Planning Inspectorate: https://www.gov.uk/government/publications/tree-preservation-order-appeal-form/

If you allow the Council extra time to make a decision on your application, and you disagree with the decision, you will still be able to appeal within 28 days from the date the decision was issued.

Finally, can I remind you that it is a criminal offence to carry out, allow or authorise works to trees protected by a Tree Preservation Order without first having the Council's consent. Anyone found guilty of works that are likely to destroy a protected tree is liable, if convicted in the Magistrates' Court to a fine up to £20,000. In serious cases a person may be committed for trial in the Crown Court and if convicted, liable to an unlimited fine.

Please do not hesitate to contact the case officer on the above details if you have any questions or queries.

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