



Arun Tree Company
28 Choller Cottage
Barnham Lane
Walberton
West Sussex
BN18 0AX

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: AW/220/18/T
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr Bentley

14th August 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Reduce protruding leader back by 3-4m to 1 No. Ash tree & tip back 5 to 6 of major laterals on north east side of tree by 2.5-3m to 1 No. Horse Chestnut tree.

Location Claerwen 41 Kingsway Aldwick

Thank you for your recent application which I received on 30th July 2018. It is being validated by Mrs D Johnson 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 application until the following item(s) have been received or resolved :-

Please provide a sketch plan showing two named roads and the location of the 2 No. trees to which this application relates.

For further guidance on making your tree application please click here.

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 **28th August 2018** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Neil Crowther
Group Head of Planning