



Arun District Council
Arun Civic Centre
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Planning & Building Control General Enquiries
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Mr G Wilks
17 Willowhale Avenue
Aldwick
West Sussex
PO21 4AU

Our Ref: AW/222/12/T

Please ask for:

**Miss K Rawlins
01903 737500 x 37314**

Dear Mr Wilks

11 September 2012

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

Development Fell 1 No Holly tree, fell 2 No Silver Birch trees and crown reduce 1 no Willow tree by 2.5 meters
Location 17 Willowhale Avenue Aldwick,,

Thank you for your application received on 4th September 2012. I am writing to acknowledge that it was accepted as a valid application on 11th September 2012. On receipt of this letter if you have any concerns about the way that the Council has described your application 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 11th October 2012.

You can follow how your application is progressing on the Council's website:

www.arun.gov.uk/planning.

The Council aims to make as many decisions as possible before the end of the statutory determination period, which in this case will be 6th November 2012. However, this is not always possible for a number of reasons, including on-going negotiations or the scheduling of Development Control Committees.

If you have not received a decision by 6th November 2012 or agreed in writing to extend the time in which the Council make a decision, you have 28 days in which to appeal to the Secretary of State. Your appeal (under the Town & Country Planning Act as amended by the 2012 Regulations) 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 portal website www.planningportal.gov.uk/planning/appeals/.

If you allow the Authority 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 a criminal offence to carry out, allow or authorise works to trees protected by a Tree Preservation Order without first having the Councils 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 if you have any queries.

Yours sincerely

A handwritten signature in dark ink, appearing to read 'Karl Roberts', with a long, sweeping horizontal line underneath.

Karl Roberts
Assistant Director Planning & Economic Regeneration

Please note: When an application is submitted online or with an email address in the agent details, most correspondence, including the decision notice will be sent by email. It is therefore important that you inform us if you make any change to your email address during the course of this application.