

Mr Terence Hitch  
2 Shipfield  
Aldwick  
Bognor Regis  
PO21 4AE

Please ask for: Nicola Moore  
Email: [nicola.moore@arun.gov.uk](mailto:nicola.moore@arun.gov.uk)  
Telephone: Ext 37944  
Our Ref: AW/232/21/T  
Your Ref:  
Date: 2nd August 2021

Dear Mr Hitch,

**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:** Works to 1 No. Willow Crack tree  
**Location:** 2 Shipfield Aldwick Bognor Regis PO21 4AE

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

As the proposed work is a Crown reduction, you are required to provide the proposed height and spread measurement, in metres.

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.

Please provide the above by **16th August 2021**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

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>