



Richard Johns
6 The Ridings
Aldwick
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Our Ref: AW/247/18/TC
Your Ref:

Please ask for:
Amber Willard
01903 737500 x37445

Dear Mr Johns

19th September 2018

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

Development I wish to fell all dead and dying leylandi trees on my border with Manor Way together with the dead ones on my property surrounding the shed as in the attached plan. I wish to replace this dead and dying hedge with a Griselinia hedge

Location 6 The Ridings Aldwick

Thank you for your recent application which I received on 14th September 2018. It is being validated by Amber Willard 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 confirm the number of trees you wish to fell.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://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 **3rd October 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