



Mr Michael Sullivan
The fairway

PO214EW

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Arun Civic Centre
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Our Ref: AW/274/18/T
Your Ref:

Please ask for:
Nicola Moore
01903 737500 X 37944

Dear Mr M Sullivan

10th October 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 To cut back to previous pollarding points 4No. lime trees.

Location 90 The Fairway Aldwick

Thank you for your recent application which I received on 1st October 2018. It is being validated by Nicola Moore 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 if the 4No. lime trees were in situ in 1958.

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 **24th 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