Arun District Council
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Mr T Hitch
2 Shipfield
Bognor Regis
West Sussex
PO21 4AE

Our Ref: AW/278/17/T

Please ask for:

Amber Willard
01903 737445

28 September 2017

Dear Mr T Hitch

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

Development Crown reduction of 1No. Willow to previous pollard points

Location 2 Shipfield Bognor Regis,,

Thank you for your application received on 21st September 2017. I am writing to acknowledge that it was accepted as a valid application on 21st September 2017. 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: Amber Willard, 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. **The notice and folder remain the property of Arun District Council and MUST NOT BE REMOVED and remain in place for the officer to collect after the 21 days have expired.** 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 2nd November 2017.

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 16th November 2017. 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 16th November 2017 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.

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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

Neil Crowther
Group Head of Planning

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.

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