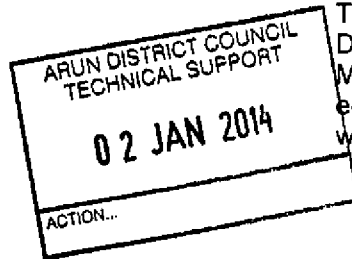




Mr Stephens  
Weathervane Cottage  
Craigweil  
Bognor Regis  
PO21 4DL



Arun District Council  
Arun Civic Centre  
Maltravers Road  
Littlehampton  
West Sussex BN17 5LF  
Planning & Building Control General Enquiries  
Tel: (01903) 737756 Fax: (01903) 730442  
Dx: 57406 Littlehampton  
Minicom: 01903 732765  
e-mail: [planning@arun.gov.uk](mailto:planning@arun.gov.uk)  
website: [www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)

Our Ref: **AW/291/13/T**  
Your Ref:

Please ask for:  
Miss K Garner  
01903 737711 x 37467

2nd December 2013

Dear Mr Stephens

**Town & Country Planning Act 1990 (as amended)  
Town & Country Planning (Tree Preservation) (England) Regulations 2012  
Application for Consent to Carry Out Works to Tree(s) Protected by Tree Preservation Order**

**Development** Fell 1No. Conifer Tree  
**Location** 45 Kingsway Craigweil Bognor Regis

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 items are received or resolved:-

Thank you for providing the information requested.

I have concluded that the tree was old enough to have been there when the Tree Preservation Order was made in 1958.

Therefore, as required by the Tree Regulations 2012, Part 4 Section 16 ((1)a), please complete the enclosed Tree Application forms (3 copies) and return to us accordingly.

For further guidance or to obtain the documents as required above please refer to our website:  
<http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **16th December 2013**. If this information is not received by this date, the application will be returned to you 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

Karl Roberts

P.S. This letter arrived just before Christmas, name of Road and number was missing from this letter. I informed Miss Garner of this error immediately!

pincag2