

R S Landscapes Mr Richard Sinclair  
12 Ivydale Road  
Bognor Regis  
West Sussex  
PO21 5LX

Please ask for: Kathryn Welch  
Email: [kathryn.welch@arun.gov.uk](mailto:kathryn.welch@arun.gov.uk)  
Telephone: 01903 737789  
Our Ref: AW/297/20/TC  
Your Ref:  
Date: 28th October 2020

Dear Mr Sinclair,

**Town & Country Planning Act 1990 (as amended) s211 Notice**

**Prior Notification of Work to Tree(s) in a Conservation Area**

**Development:** Reduction of crown to 7 No. Sycamore trees by 2m (T1-T8). Reduction of crown to 1 No. Chestnut (T9), 4 No. Sycamore trees (T10, T12, T13 & T14) and 1 No. Field Maple (T11) by 2m. Reduction of 1 No. Oak tree (T15) by 1m. Reduction of 1 No. Chestnut tree (T16) by 2 m. Reduction of 16 No. Sycamore trees (T17-T32) by 2m. Reduction of 1 No. Birch (T33) by 2m. Reduction of 5 No. Sycamore trees (T34-T38) by 2.5m.

**Location:** 5 Kingsway Bognor Regis PO21 4DQ

Thank you for your recent notification which I received on 28th October 2020. It is being validated by Kathryn Welch 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 notification until the following item(s) have been received or resolved :-

Please provide the proposed spread measurements (m), if necessary indicating in which direction the reduction will be taking place of all trees which form part of this application T1-T38.

Please confirm that none of the trees were in situ 1958.

For further guidance, please refer to the list of validation requirements for tree applications on 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 **11th November 2020** or your notification will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable

us to contact you swiftly with any queries or issues.

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 [www.arun.gov.uk/planning-privacy-statements](http://www.arun.gov.uk/planning-privacy-statements)

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.