

Mr Trevor Mills
15 Singleton Close
Bognor Regis
PO21 4JY

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: AW/340/20/T
Your Ref:
Date: 27th November 2020

Dear Mr Mills,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development: Canadian sicker moor AW/277/10
To have Crown Reduction
To have Crown Thinning
Location: 15 Singleton Close Aldwick PO21 4JY

Thank you for your recent application which I received on 25th November 2020. 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 provide a sketch plan clearly showing the location of 1 No. Sycamore tree. The plan should include adjoining properties and road names. A North point is helpful.

Crown thin - please provide as a percentage the leaf area to be removed.

Crown reduction - please provide the proposed height and spread measurements, in metres, after the crown reduction.

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 December 2020** or your application 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

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.