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
website: www.arun.gov.uk/planning

S&K Garden and Trees
18 Tyrrel Lawn
Havant
PO9 4HA

Please ask for:	Nicola Moore
Email:	nicola.moore@arun.gov.uk
Telephone:	Ext 37944
Our Ref:	AW/51/22/T
Your Ref:	
Date:	28th February 2022

Dear Mr Williams,

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:	Oak TPO/AW/174/10, oak tree has a mass of dead and is not in the best of conditions, I'd like a light reduction and dead wooding done, tne tree is also becoming to big for our driveway.
Location:	Oak Tree Cottage Acorn End Aldwick PO21 4JA

Thank you for your recent application which I received on 17th February 2022. 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 valid application until the following item(s) have been received or resolved :-

Please submit a sketch plan clearly showing the location of 1 No. Oak tree. The plan should include road names and adjoining properties. A North point is also helpful.

Please provide the proposed height and spread measurement, in metres, of 1 No. Oak tree after the proposed reduction.

For further guidance, please refer to the list of validation requirements for tree applications on our website:https://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.

If providing additional documents or information, please email it directly to us at: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **14th March 2022** 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 extend the time scale.

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 https://www.arun.gov.uk/privacy-policy/

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.

To register to receive notification of planning applications in your area, please go to
https://www1.arun.gov.uk/planning-application-finder