



Mr Andrew Hall
Headland House
Strange Garden Estate
Aldwick
West Sussex
po214al

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

Our Ref: **AW/85/12/T**
Your Ref:

Please ask for:
Miss K Garner
01903 737500 x 37467

Dear Mr Hall

20th April 2012

Town & Country (Trees) Regulations 1999 (as amended)
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Remove 3 metres from crown of 1 no. Twisted Oak tree which is hollow. Trim 1 metre from crown of 1 No. Twisted Oak beside it.

Location Headland House Strange Garden Estate Bognor Regis

Thank you for your recent application which I received on 10th April 2012. It is being dealt with by Miss K Garner who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please provide an amended sketch plan to clearly identify the position of the trees within the garden curtilage in accordance with the guidance notes on our website.

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

If you are unable to download the required guidance 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 **4th May 2012**. 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.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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Mr Andrew Hall
Headland House
Strange Garden Estate
Aldwick
West Sussex
po214al

Our Ref: AW/85/12/T

Please ask for:

Miss K Rawlins
01903 737500 x 37314

Dear Mr Hall

08 May 2012

Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Remove 3 metres from crown of 1 no. Twisted Oak tree which is hollow. Trim 1 metre from crown of 1 No. Twisted Oak beside it.

Location Headland House Strange Garden Estate, Bognor Regis,

Thank you for your application received on 10th April 2012, I am writing to acknowledge that it was accepted as a valid application on 4th May 2012. 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 Miss K Rawlins who will be dealing with your application to discuss the matter.

Your application has been put into the Planning Register and is available for viewing by the public at the Council Offices and on the website. The Council publicise all planning applications by means of a site notice on or near the application site. On their visit the Case Officer will put this notice in a place where it can be seen by members of the public. The notice needs to be displayed for not less than 21 days.

During this time I hope you will do all that you can to ensure that it is not removed or defaced and that it is removed at the end of the specified period. 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 7th June 2012. Due to the pressure of work it will not be possible for you to meet with the Case Officer unless you have made an appointment. 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 29th June 2012. However this is not always possible for a number of reasons, including on-going negotiations or the scheduling of Planning Committees.

If you have not received a decision by 29th June 2012 or agreed in writing to extend the time in which the Council make a decision, you can appeal to the Secretary of State. Your appeal (under Section 78 of the Town & Country Planning Act 1990) 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/

This acknowledgement only relates to this planning application and not to any other applications you may have made, or may need to make to the Council, for example Building Regulations approval. You will need to carry out your own checks to determine whether any other consents or permissions are required.

For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If, in general, you wish to know more about Building Regulation approval and the Building Control Services offered by Arun District Council please

Please do not hesitate to contact us if you have any queries.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL ROBERTS', with a long horizontal flourish extending to the left.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

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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