



Andrew Gale Tree Surgery Ltd
34 Carpenters Meadow
Pulborough
West Sussex
RH20 2HQ

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Our Ref: AW/89/13/T
Your Ref:

Please ask for:
Miss C Burrows
extn 37459

Dear Mr Gale

26th April 2013

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development 3 metre crown reduction and shortening of lateral spread to 3 no. Filed Maples
Location 25 Fernhurst Gardens Bognor Regis

Thank you for your recent application which I received on 18th April 2013. It is being dealt with by Miss C Burrows 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 confirm if the lateral spread forms part of the 3 metres reduction, if not then please provide measurements of the surgery.

Please provide the above by **10th May 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.

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.

If this letter has crossed with you providing the information, please ignore it.

Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration

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