



Caldotec Ltd
Ms L Galloway
Caldotec Ltd
41 Willowhayne Avenue
East Preston
BN16 1PL

Dear Ms L Galloway

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: A/164/11/
Your Ref:**

Please ask for:
Mrs J Grieves
Technical Support Unit Assistant
25th November 2011

**The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)**

**Replace 2 windows, block up 2 windows, replace fire escape & new kitchen-extract
The Lamb The Square Angmering**

Thank you for your recent application which I received on 25th November 2011. It is being dealt with by Mrs J Grieves 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 submit clear details of the extract system

Please provide 3 copies of a block plan clearly showing the position of the proposed works

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 9th December 2011. 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

pmac42