

Ground Control Ltd
Kingfisher House
Radford Way
Billericay
CM12 0EQ

Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Tel: 01903 737756
Email: planning@arun.gov.uk
www.arun.gov.uk/planning
Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: A/191/25/T
Your Ref:
Date: 23rd January 2026

Dear Sir/Madam,

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: Crown lift over par park/ footpath to 2.5m G2 (Field Maple, Lawson Cypress, Common Ash, Wild Cherry and Elder), clear structure/wires/building by 1m and crown lift to 2.5m over car park/footpath to 1 No Sycamore tree (T1), sever and remove ivy to 1.5m above ground level to 1 No Sycamore tree (T4) and crown lift over car park/footpath to 2.5m to 1 No Goat Willow (T6)

Location: Angmering Medical Centre Station Road Angmering BN16 4HL

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

Please confirm the amended description is accurate and satisfactory.

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 to: 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 **6th February 2026**. If this information is not received by this date, I will close the file as incomplete and where a fee has been paid, will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. Once closed, if you wish to continue you will have to submit a fresh application.

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

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>