

The Urban Surgeons  
21 Fourth Avenue  
Worthing  
BN14 9NY

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

Tel: 01903 737756  
Email: [planning@arun.gov.uk](mailto:planning@arun.gov.uk)  
[www.arun.gov.uk/planning](http://www.arun.gov.uk/planning)  
Please ask for: Breezie Allwright  
Email: [breezie.allwright@arun.gov.uk](mailto:breezie.allwright@arun.gov.uk)  
Telephone: 01903 737500  
Our Ref: A/8/26/TC  
Your Ref:  
Date: 3rd February 2026

Dear Mr Lepere,

**Town & Country Planning Planning Act 1990 (as amended) s211 Notice**

**Prior Notification of Work to Tree(s) in a Conservation Area**

**Development:** Eucalyptus (T1) height and lateral reduction up to 3m leaving it at height of approx 6m. Crown thinning up to 20%  
  
Mimosa (T2) height and lateral reduction up to 2m leaving it at height of approx 4m. Crown thinning up to 20%  
  
Group of 12 conifers (G1): Height reduction up to 4m leaving at height of approx 7m  
**Location:** Cottrell House High Street Angmering BN16 4AE

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

Please confirm if you will be reducing the spread of the trees and if so please provide the proposed spread dimensions after the works.

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](mailto: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 **17th 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>