

Woodsmen Tree Services  
137 North Bersted Street  
Bersted  
PO22 9AG

Please ask for: Jonny Cooper  
Email: [jonny.cooper@arun.gov.uk](mailto:jonny.cooper@arun.gov.uk)  
Telephone: 01903 737532  
Our Ref: BE/112/24/TC  
Your Ref:  
Date: 22nd November 2024

Dear Dr Walker,

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

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

**Development:** T1-T6. HAWTHORN (*Crataegus monogyna*)  
These trees belong to neighbouring properties however there are branches overhanging the boundary to Blackberry House.

**SUGGESTED WORK:** Remove 1-2m of overhanging branches in north sector of T1-T6 back to the boundary of Blackberry House.

**Location:** Blackberry House Berry Lane Bersted PO22 9FG

Thank you for your recent notification which I received on 22nd November 2024. It is being validated by Jonny Cooper who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid notification until the following item(s) have been received or resolved :-

Please provide the northerly radial spread after the proposed reduction.

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 **6th December 2024** or your notification will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to

agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

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>**