

Woodsmen Tree Services
137 North Bersted Street
Bersted
Bognor Regis
PO22 9AG

Dear Dr Walker,

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

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

Development: Crown lift to Poplar (T1) to a height of 4.5-5m. Reduction of limbs to Poplar (T2) (overhanging 84 North Bersted Street) to_m. Crown lift to Poplar (T3) to a height of 4.5-5m.
Location: The Spinney Woodland Adjoining North Bersted Street Bersted

Thank you for your recent notification which I received on 4th September 2026. It is being validated by Elaine Walby 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 confirm the final length of the limbs to T2 and that the description below is correct:

'Crown lift to Poplar (T1) to a height of 4.5-5m. Reduction of limbs to Poplar (T2) (overhanging 84 North Bersted Street) to_m. Crown lift to Poplar (T3) to a height of 4.5-5m.'

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 **22nd September 2026** 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>