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Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
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Our priorities...

 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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From: Kathryn Welch
Sent: 30 September 2026 09:47

[REDACTED]

Subject: BR/217/25/PL
Importance: High

Dear James,

I hope you are well.

I am writing to introduce myself as the new case officer for application BR/217/25/PL – Land Rear of 86 Annandale Avenue, following Harry Chalk's departure from the Council.

Having reviewed the application file and previous correspondence, I note your confirmation of 10 July 2026 that your client was willing to enter into a Unilateral Undertaking to secure the required contribution towards mitigation of recreational impacts on the Pagham Harbour SPA. Now that the application has been validated and is live, I would be grateful if the completed and signed Unilateral Undertaking could be submitted without delay. To allow the application to progress, please provide the signed document no later than **7 October 2026**.

Please be aware that, in the absence of a completed legal agreement securing the required mitigation, the Council may be unable to conclude that the development would not adversely affect the integrity of the Pagham Harbour SPA. This may result in the application being refused on that basis.

Given the historic correspondence on this matter and the applicant's previous indication that they were willing to complete the agreement, I should also make clear that an extension of time will not be granted for this reason alone subject to the deadline being met above.

If you have any queries regarding the submission of the Unilateral Undertaking, please let me know.

Kind regards,

Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

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www.arun.gov.uk

