Arun District Council
Arun Civic Centre
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Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
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website: www.arun.gov.uk/planning

Mr I Harris
Hotham Park House
1 High Street
Bognor Regis
PO21 1HW

Our Ref: BR/237/12/TC

Please ask for:

Mrs J Chapman
01903 737657

26 September 2012

Dear Mr Harris

Town & Country Planning Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area

Description Pollard 1no. Holm Oak tree by 9 metres, pollard 2no. Holm Oak tree by 7 metres & crown reduce 2no. Leylandi tree by 10 metres within the Upper Bognor road & Mead lane Conservation Area

Location Hotham Park House 1 High Street,Bognor Regis,

Thank you for your notification received on 11th September 2012, I am writing to acknowledge that it was accepted as a validly made on 25th September 2012. On receipt of this letter if you have any concerns about the way that the Council has described your proposed work you should contact the Case Officer: Mrs J Chapman who will be dealing with your application, to discuss the matter.

The Council will publicise this application by means of a site notice on or near the application site and on our website. The notice needs to be displayed for not less than 21 days. During this time I hope you will do all that you can to ensure that it is not removed or defaced and that it is removed at the end of the specified period. If there are any problems with regards to the site notice (e.g. vandalism), please contact your Case Officer.

Your application cannot be determined until the end of the statutory publicity and consultation periods which is 25th October 2012. You can follow how your application is progressing on the Council's website:

www.arun.gov.uk/planning

Under section 211 of the Act, the outcome of your application will either be that the Council:
- consider it necessary in the interests of amenity not to permit the proposed works and so will make a Tree Preservation Order (TPO)
- decide not to make a Tree Preservation Order and inform you within 6 weeks from the receipt of the notification that the proposed works can go ahead within 2 years of the date of the decision.
- decide not to make a Tree Preservation Order and allow the 6 weeks for determination to expire, at which point the work can go ahead so long as it is carried out within 2 years of the date of the notice.

Finally, can I remind you that it a criminal offence to carry out works to trees in a Conservation Area without first having the Councils consent. The penalties are the same as those for contravening Tree Preservation Order (TPO), for example the owner or anyone who cuts down a tree is liable, if convicted in the Magistrates' Court to a fine up to £20,000.

Please do not hesitate to contact the case officer if you have any queries.

Yours sincerely



Karl Roberts
Assistant Director Planning & Economic Regeneration

Please note: When an application is submitted online or with an email address in the agent details, most correspondence, including the decision notice will be sent by email. It is therefore important that you inform us if you make any change to your email address during the course of this application.