

Vincent-Butler Homes Ltd
19 Springbok Cottages
Alfold
GU6 8HT

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762
Our Ref: BR/265/21/DOC
Your Ref:
Date: 1st December 2021

Dear Mrs Paul,

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Approval of matters reserved by condition

Development: Approval of details reserved by condition imposed under BR/222/21/PL relating to conditions 4-covered and secure cycle parking spaces, 5-highest available headline speed of broadband & 6-replacement of two bird boxes on building.
Location: Vincent House 75 Highfield Road Bognor Regis PO22 8PD

Thank you for your recent application which I received on 25th November 2021. It is being validated by Mrs D Johnson 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 application until the following item(s) have been received or resolved :-

An incomplete fee has been paid upon submission. Please pay the balance of £82.00 at www.arun.gov.uk, quoting reference BR/265/21/DOC.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <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.

Please provide the above by **15th December 2021** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

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>