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Our Ref: BR/311/17/PL

Your Ref:

**Please ask for:
Miss K Garner
01903 737500 x 37467**

5th January 2018

Dear Mr Stuart Paine

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Full Planning Permission**

Development Internal and external alterations for creation of 16No. flats for use as emergency housing.
Location Aldwick Rest Home 92-94 Aldwick Road Bognor Regis

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

Pagham Harbour Management Contribution Legal Checking Fee

You have provided a legal template for the above contribution but it appears you have not provided the legal checking fee. If you have used the standard template the legal checking fee is £200.00. In all other circumstances the legal checking fee is £450.00. I would be grateful if you would forward this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices but you can pay by cheque or pay by credit/debit card over the telephone)

Full details of the Pagham Harbour Management Contribution can be found in the Local Validation Requirements and also on the Council's website at the following link:
<http://www.arun.gov.uk/planning-obligations>

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by **19th January 2018**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther