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

Bognor Regis Town Council
Ms G Frost
Town Hall
Clarence Road
Bognor Regis, West Sussex
PO21 1LD

Your Ref:
Our Ref: BR/359/10/
Please ask for:
Mrs J Chapman

7th January 2011

Dear Sir/Madam

The Town and Country Planning Act 1990 (as amended)

Rear first floor external fire escape stair & landing together with replacement of kitchen window with plastics escape door & infil top light window

14 Highfield Road Bognor Regis

Thank you for your internet comments made on 6th January 2011 and recorded as follows:

> *A quorum was not present at the Planning & Licensing Committee Meeting scheduled to be held Tuesday 21st December 2010. In accordance with Standing Orders and the Procedures of the Council, the Councillors recommended that the Acting Town Clerk make representation to the District Council in respect of Planning Applications on List 49 & 50.*
>
> *The Acting Town Clerk has considered the views of those Councillors who were available to express their views and have inspected the plans and applications. Under the powers delegated to the Acting Town Clerk (Council Minute 91 of 3rd September 1990) she agrees that the recommendations below shall be the recommendation of Bognor Regis Town Council.*
>
> *NO OBJECTION*

Your views will be considered before the application is determined and I shall write to inform you of any decision made.

Please note that Planning Services operate an "open file" policy which means that all documents relating to planning applications, including internet representations objecting to or supporting the proposals, are available for everyone to see. If you do not wish your comments to appear on the file please confirm this in writing and I will arrange for it to be destroyed although this means that its contents will then be disregarded.

PCrep

Yours faithfully



Karl Roberts
Assistant Director Planning Services &
Housing Strategy

ARUN DISTRICT COUNCIL BR/359/10/