Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Tel: 01903 737500

Fax: 01903 716019
DX: 57406 Littlehampton
Minicom: (01903) 732765

E-mail: planning@arun.gov.uk

Mr K E Hilton
2 Albert Chambers
Sudley Road
Bognor Regis
West Sussex
PO21 1EQ

19 January 2011

Please ask for:
Mrs Honney-Bayes

Your Ref:

Our Ref: BR/5/11/NMA

Dear Mr Hilton

Following your email received on 12th January 2011 requesting the withdrawal of BR/5/11/NMA relating to Flat 2, 28 Nyewood Lane, Bognor Regis, I can confirm that this application has now been closed and I will arrange a refund of any fees paid in due course.

Yours sincerely

Mrs Honney-Bayes
Technical Support Unit Assistant

Voucher No:

PAYMENT REQUISITION (for use only when a supplier invoice does not exist)

Refund [/] Reimbursement [ ] Grant [ ] Contribution [ ] Payment on Account [ ]

Payee	No:	Originated by: [redacted]
K E Hilton c/o Mr K E Hilton 2 Albert Chambers Sudley Road Bognor Regis West Sussex PO21 1EQ		Date: 18th January 2011

Justification for Payment / Remittance Advice	FMS Code	Amount
Incomplete documents returned Application for a non-material amendment following a grant of planning permission BR/284/10/ for the provision of a mansard tiled pitched roof construction to the external areas Flat 2 28 Nyewood Lane Bognor Regis Ocella References: Application no: BR/5/11/NMA Income Rceipt ref: P86014 Refund ref: P86078	D20-936	25.00
	Total	25.00

Despatch Instructions	Authorisation
	I authorise a payment as detailed above to be made, and confirm that the Council's Standing Orders and Financial Regulations have been observed as necessary: Signed ..... [redacted]
	Certified for payment: ..... [redacted]

Administration use only:

Payment Order Number:		

refundfrm

Siobhan Honney-Bayes

From: Carolyn Nysingh on behalf of Planning
Sent: 13 January 2011 10:34
To: Siobhan Honney-Bayes
Subject: FW: Our Ref: 4360 re: Flat 2, 28 Nyewood Lane, Bognor Regis - Ref: BR/284/10

From: Kenneth Hilton [redacted]
Sent: 12 January 2011 17:03
To: Planning
Cc: Bryan Fry
Subject: Our Ref: 4360 re: Flat 2, 28 Nyewood Lane, Bognor Regis - Ref: BR/284/10

Dear Sirs,

Further to my email dated 22nd December 2010 and minor amendment re-submission dated 4th January 2011, and your subsequent letter dated 10th January 2011 reference BR/5/11/NMA, I have taken my client's instructions to withdraw the application.

Could you therefore please, in due course, refund the fee submitted.

My client was merely attempting to spend money and improve the external appearance of the proposed extension but is appalled by the additional fee required of £170 when the original planning fee was only £150. It would appear that something in your fee structure is not quite right.

Yours faithfully,

K.E. HILTON

ARUN
DISTRICT COUNCIL

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries
Tel: (01903) 737756 Fax: (01903) 716019
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail:planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: BR/5/11/NMA
Your Ref:

Mr K E Hilton
2 Albert Chambers
Sudley Road
Bognor Regis
West Sussex
PO21 1EQ

Please ask for:
Mrs S Honney-Bayes
01903 737500 Ext 37445

Dear Mr Hilton

10th January 2011

Application for a non-material amendment following a grant of planning permission BR/284/10/ for the provision of a mansard tiled pitched roof construction to the external areas
Flat 2 28 Nyewood Lane Bognor Regis

Thank you for your recent application which I received on 6th January 2011. It is being dealt with by Mrs S Honney-Bayes who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

The fee deposited with your application is incorrect. I suggest it should be £170. This would attract an additional fee of £145. I would be grateful if you would forward this amount to me as soon as possible.

For further guidance or to obtain the documents as required above please refer to our website: http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390

If you are unable to download the required guidance 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 24th January 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely

[redacted]

Karl Roberts
Assistant Director Planning Services & Housing Strategy

pmac42

Application No: BR/5/11/NMA **Case Officer:**

Planning Portal Ref: Receipt No: P86014. Amount: £25.00. Date: 6-1-11.	Cross/other ref: Additional receipt/refund: Amount: Date:

Site Number(s): BR-59-49.
Grid Reference: 492619 -98797.
Flood Zone: ~~Fluvial 1 2 3A 3B~~
~~Tidal 1 2 3A 3B~~ FLOOD ZONE.

Flood Zone: Natural defences **Yes/No** Listed Building: **Yes/No**
Public Sewer: **Yes/No** Conservation Area: **Yes/No**

Technical Notes:

INC.

Confirmed with Lisa –

Fee [redacted] £170.00.

Registration Notes:

RET AS PER EMAIL.

History Files Y/N

APO Please tick if there are any other statements required from the following:

Affordable Housing		Open Space	
Bin Storage & Collection		Parking Layout/Access	
BiBodiversity		Planning	
EIA		Retail Impact	
Flood Risk		Structural	
Heritage		Telecommunications	
Land Contamination		Transport/Travel	
Landscaping		Tree	
Lighting		Ventilation	
Loss of Retail Use		Walls	
Noise		Street Scene Elevation	

Date made complete: /

Signed: [redacted]

Dated: 7-1-11.