

Mr Cameron Coe
8 May Close
Bognor Regis
PO22 8AH

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: BR/5/22/T
Your Ref:
Date: 14th January 2022

Dear Mr Coe,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development: T1 sweet chestnut. Cut back from building and conservatory to stop squirrels making further damage to property.

T2 Acer. reduce Acer by 1 metre all round ensuring all cuts are made to growth points.

Location: 36-37 Servite Close Bognor Regis PO21 2DE

Thank you for your recent application which I received on 6th January 2022. It is being validated by Nicola Moore 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 :-

Please submit a sketch plan clearly showing the location of the trees. The plan should include road names and adjoining properties. A North point is also helpful.

Please confirm if the proposed works are a Crown reduction to 1 No. Sweet Chestnut and 1. No Acer tree. Please also provide the proposed height and spread measurements, in metres, for both trees.

For further guidance, please refer to the list of validation requirements for tree applications on our website: <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 **28th January 2022** 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>