



Outlook

Re: Documents to support CM/29/26/L

From Hilary Hickey [REDACTED]

Date Fri 02/10/2026 15:43

To Ella Summerfield <

 1 attachment (3 MB)

Block Plan 2nd Oct.pdf;

Hi Ella,
Amended Block Plan attached.
Kind regards,
Hilary

On Fri, Oct 2, 2026 at 12:51 PM Ella Summerfield [REDACTED] wrote:

Hi Hilary,

Below is the image of our measuring tool on your plan, I would suggest rubbing out the line that is 1.75m between the proposal and other building as that isn't needed.



I hope this is useful to you,

Many Thanks,

Ella Summerfield.

From: Hilary Hickey <[REDACTED]>

Sent: 02 October 2026 11:20

To: Ella Summerfield <[REDACTED]>

Subject: Re: Documents to support CM/29/26/L

Hi Ella, thank you for being so patient. As you can tell we are working without CAD or similar and identifying the boundary on the ground is near impossible. Are you able to supply us with the expected measurements or advise a suitable tool for us to do this?

Kind regards.

On Fri, Oct 2, 2026 at 9:57 AM Ella Summerfield <[REDACTED]> wrote:
Hi Hilary,

I apologise if there appears to be any miscommunication due to the image I sent you but all dimensions from the proposed works needed to be more consistent, not just the one I used as an example.

Thanks,

Ella Summerfield.

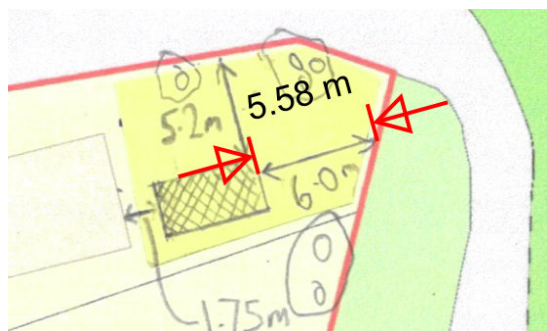
From: Hilary Hickey <[REDACTED]>
Sent: 01 October 2026 09:40
To: Ella Summerfield <[REDACTED]>
Subject: Re: Documents to support CM/29/26/L

Hi Ella,
I've assumed you need the boundary measurements on both Block and Site Plans, checked again and amended. If the Site Plan doesn't need them, happy to remove and resend.
Thanks and regards,
Hilary

On Thu, Oct 1, 2026 at 8:02 AM Ella Summerfield <[REDACTED]> wrote:
Hi Hilary,

Thank you for the additional information you sent, the floor plan is good to go now.

The only issue left is the dimensions from the proposed works to the site boundary, these are still inconsistent when being measured with the provided scale, see image below.



If you could get these dimensions to be within the 0.3 leniency then the application can be accepted.

Many Thanks,

Ella Summerfield.

From: Hilary Hickey <[REDACTED]>
Sent: Wednesday, September 30, 2026 15:30
To: Ella Summerfield <[REDACTED]>; [REDACTED]
<[REDACTED]>
Subject: Re: Documents to support CM/29/26/L

Apologies, the site and block plan documents, whilst the right versions, had not been saved properly. Corrected files now attached:

On Wed, Sep 30, 2026 at 3:12 PM Hilary Hickey <[REDACTED]> wrote:

Hi Ella,
Please see amended floor plan with doors shown and amended Site and Block Plans.
Kind regards,
Hilary

On Wed, Sep 30, 2026 at 10:58 AM Ella Summerfield <[REDACTED]> wrote:

Hi Hilary,

I did send a second email once I found the other email you sent over with additional information and as you can probably read on my second email, the dimensions of the proposal floor plan is still not consistent with the site plan dimensions.

If you have any questions, feel free to email me.

Ella Summerfield.

From: Hilary Hickey <[REDACTED]>
Sent: Wednesday, September 30, 2026 10:49
To: Ella Summerfield <[REDACTED]>
Subject: Re: Documents to support CM/29/26/L

Hi Ella, the site plan you have annotated below is the original submission. Would you please check the amended site plan sent yesterday and let me know if that one is acceptable ? If not I will amend accordingly, along with the floor plan as requested.
Thanks and regards,
Hilary.

On 30 Sep 2026, at 09:31, Ella Summerfield <[REDACTED]> wrote:

Hi Hilary

Thank you for the additional information, unfortunately the application is still invalid for the following reasons:

- The Floor plan needs to show where the doors will be, below is an example of what this should look like
<image.png>
- The dimensions of the floor plan are inconsistent with the site plan dimensions (there is a 0.3 tolerance), see images below
<image.png>

If you have any questions, feel free to email me.

Thanks,

Ella Summerfield.

From: Ella Summerfield <[REDACTED]> on behalf of Terraquest
<[REDACTED]>
Sent: Tuesday, September 29, 2026 09:15
To: Ella Summerfield <[REDACTED]>
Subject: FW: Documents to support CM/29/26/L

From: Daun Johnson <[REDACTED]> **On Behalf Of** Planning.Responses
Sent: 29 September 2026 09:15
To: Terraquest <[REDACTED]>
Subject: FW: Documents to support CM/29/26/L

Daun Johnson

Technical Support Unit Assistant

Planning Services

<image002.jpg>



Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk

To register to receive notification of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>

<image005.png>

[<image007.jpg>](#) [<image008.jpg>](#) [<image009.jpg>](#)

From: Hilary Hickey <[REDACTED]>
Sent: 29 September 2026 09:08
To: Planning.Responses <[REDACTED]>
Subject: Documents to support CM/29/26/L

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Dear Ella,

Please find attached additional documents to support the above application.

1. I can confirm my acceptance of the amended description.
2. Greenhouse Elevations 1:50.
3. Greenhouse Floorplans 1:50
4. Schedule of Materials
5. Schedule of Works
6. Method Statement

Kind regards, Hilary Hickey

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DX 57406 Littlehampton

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