

Michael Wilson Restorations
Kent House
81 High Street
Cranleigh
GU6 8AU

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: CM/51/21/DOC
Your Ref:
Date: 3rd September 2021

Dear Mr Wilson,

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015

Approval of matters reserved by condition

Development: Minor changes and reinstatements of missing features to the above property, predominantly the enlargement and structural improvements to a recent sunroom infil plus the reinstatement of two dormer windows and changes to two of the outbuildings as improved and ancillary accommodation. This application affects the setting of a listed building CM/27/21/PL Conditions(s) 2 and 5

Location: Kents Farm House Brookpit Lane Climping BN17 5QU

Thank you for your recent application which I received on 31st August 2021. 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 :-

The fee deposited with your application is incorrect. I suggest it should be £116.00. This would attract an additional fee of £82.00. I would be grateful if you would either make payment on line at <https://www1.arun.gov.uk/external/PaymentOnline.ofml> or forward a cheque made payable to Arun District Council for this amount to me as soon as possible. Please note we cannot accept cash.

For clarity, please confirm the condition numbers to be discharged as CM/27/21/PL only has 3 conditions and the application form is for Condition numbers 2 and 5.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: <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 **17th September 2021** 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>