



John Tavener Tree Surgery
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Worthing
West Sussex
BN11 5LB

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

Our Ref: FG/10/19/T

Your Ref:

**Please ask for:
Nicola Moore
01903 737500 X 37944**

6th February 2019

Dear Mr Tavener

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Consent to Carry Out Works to Tree(s) Protected by Tree Preservation Order**

Development Work to Ilex tree & Ash tree.
Location Yew Tree Cottage 11 Ferring Street Ferring

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

Please confirm which species of tree require works to be done.

Please confirm if crown lift or reduction in metres.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required 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 **20th February 2019**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

Neil Crowther