



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

Our Ref: FG/151/19/TC

Your Ref:

**Please ask for:
Nicola Moore
Ext 37944**

7th January 2020

Dear Mr Taverner

**Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area**

Development Fell 2 No. Leylandi tree and crown reduction to 8 No. Leylandi trees within the Ferring Conservation area.
Location 23 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 the height/crown in metres of 8 No. Leylandi trees after pruning. Further guidance on the information required can be found on our website.

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 **21st January 2020**. 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