

Caroline Cave
Park View
Church Lane
Ferring
BN12 5HR

Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Tel: 01903 737756
Email: planning@arun.gov.uk
www.arun.gov.uk/planning
Please ask for: Breezie Allwright
Email: breezie.allwright@arun.gov.uk
Telephone: 01903 737500
Our Ref: FG/26/26/TC
Your Ref:
Date: 28th April 2026

Dear Ms Cave,

Town & Country Planning Act 1990 (as amended) s211 Notice

Prior Notification of Work to Tree(s) in a Conservation Area

Development: Fell 2 No. Apple trees (T1 & T2). Crown reduction to 1 No. Fig (T3) to leave a height of 1.53m and width of 2.13m. Crown reduction to 2 No. Bay hedge (T4 & T5) to leave a height of 5m and depth of 2m, and retain existing length. Crown reduction to 1 No. Holly (T6) to leave a height of 1.83m. These trees are located in the Ferring Conservation Area.

Location: Park View Church Lane Ferring BN12 5HR

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

Form

Please confirm in writing your acceptance of the amended description.

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.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **11th May 2026**. If this information is not received by this date, I will close the file as incomplete and where a fee has been paid, will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. Once closed, if you wish to continue you will have to submit a fresh application.

If this letter has crossed with you providing the information, please ignore it.

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>