



Ms L Baker  
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**Our Ref: FG/34/15/TC**  
**Your Ref:**

**Please ask for:**  
**Mrs D Johnson**  
**01903 737762**

Dear Ms Baker

18th February 2015

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

**Development** Reduce crown of 1 No. Pear tree by 2m within the Ferring Conservation Area.

**Location** 1 Home Farm Cottage 59 Ferringham Lane Ferring

Thank you for your recent application which I received on 16th February 2015. It is being validated by Mrs D Johnson who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following item(s) have been received or resolved :-

Please confirm that this application is seeking permission for surgery to only 1 pear tree.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA>. 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 **4th March 2015** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts  
Assistant Director Planning & Economic Regeneration