

[REDACTED]

Amanda Scholes | Receptionist, Department, [Arun District Council](#) | Location: Ground Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37736 | External: +44 (0) 1903 737500 ext 37736 | E-mail: amanda.scholes@arun.gov.uk



Visit Arun's web site at [Error! Hyperlink reference not valid.](#)



Save the environment - think before you print.

[REDACTED]

From: Richard Andrews [REDACTED]

Sent: 14 May 2020 11:22

To: Amy Myer <Amy.Myer@arun.gov.uk>; [REDACTED]

Subject: RE: FG/40/20/PL - St Andrews Church - PRE COMMENCEMENT PLANNING CONDITIONS - URGENT REQUEST

Amy

Thank you for this and agreeing to drop the request relating to the glazing.

I think that there must be a misunderstanding about what the work activity involves. The work involves the removal of some 2m2 of leaded glass, which will principally be done from the inside of the church, although it will be necessary to go on the boiler room roof to tidy up. The removal of ferramenta will take place from inside the church. The installation of new glazing and saddlebars will take place from inside the church, although again final repointing will take place from the boiler room roof. All the work will be carried out by glaziers, and no materials or equipment of any sort will be stored outside the church, and there is no reason to go outside the church other than to deal with

the glazing pointing, and there is certainly no need to go within 20m of a tree or hedge. I hope that you will now see that there is not the slightest risk to trees or root areas, and to apply such a condition is unnecessary.

best

Richard

Richard Andrews
CARDEN & GODFREY Architects
33 Clerkenwell Close, London EC1R 0AU



Carden & Godfrey Limited is registered in England with company number 3225173
Registered Office: 85 Church Road, Hove, BN3 2BB

~~~~~  
This email and any files transmitted with it are intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender and delete this email from your system immediately

On 14 May 2020 at 11:04 Amy Myer <[Amy.Myer@arun.gov.uk](mailto:Amy.Myer@arun.gov.uk)> wrote:

Richard,

I have spoken with both the Conservation and Trees Officer again regarding the pre-com conditions and can confirm the following:

Conservation Officer – No Arun DC does not have an adviser on installing stained glass that would be able to comment on the artists methods. However, notwithstanding this, we would want to ensure that the remaining historic fabric is not harmed during the works. Having reviewed the D&A Statement again, it appears the existing openings in the stone will be utilised to accommodate the new metalwork and as such this should hopefully not affect the historic fabric. It is also noted that the archaeologist does not ask for any further information. As a consequence, they are willing to remove the condition for a pre-commencement Method Statement.

Trees – The concerns are not around the works themselves impacting trees, but rather about the passage and storage of construction materials and equipment and therefore the condition was applied to seek reassurance about the working methodology and likely duration on site (material storage, etc.), lest any such activity occur within nominal root protection areas. There are significant trees on site and often activity can take place away from the obvious work zone(s) and on the periphery. It is entirely reasonable to request a method statement/CMP. The British Standards are clear on the requirements and this should have been provided with the original submission for consideration. The email from the agent is a commitment of sorts but without knowing the precise nature of the works it is not possible to confirm trees would be adequately protected. As such, this pre-commencement condition will remain.

**Before I can issue the decision (due next Tuesday) I will need your written agreement to this pre-commencement condition on tree protection. If possible please email me back today so I can get my report recommending approval to my Manager for sign off this week.**

Amy

Amy Myer BSc (Hons), MSc, MRTPI | Senior Planning Officer,

Directorate of Place, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37510 | External: +44 (0) 1903 737776 | E-mail: [Amy.Myer@arun.gov.uk](mailto:Amy.Myer@arun.gov.uk)

Visit Arun's web site at [www.arun.gov.uk](http://www.arun.gov.uk)



Save the environment - think before you print.

Arun is a CIL Charging Authority, for more information go to [www.arun.gov.uk/cil](http://www.arun.gov.uk/cil)

**Sent:** 13 May 2020 04:33

**To:** Amy Myer <[Amy.Myer@arun.gov.uk](mailto:Amy.Myer@arun.gov.uk)>; [REDACTED]

**Subject:** RE: FG/40/20/PL - St Andrews Church - PRE COMMENCEMENT PLANNING CONDITIONS - URGENT REQUEST

Amy

Thanks for this, although I am surprised to see such conditions.

The glazing work and installation, as indicated on the submitted documents, will be carried out by Mel Howse, who is probably the best known stained glass exponent in the Sussex area, and who was until recently the Chichester Diocesan Advisory Committee's adviser on historic and new stained glass – does Arun DC have any adviser on installing stained glass that would usefully be able to comment on, let alone approve, her methods?

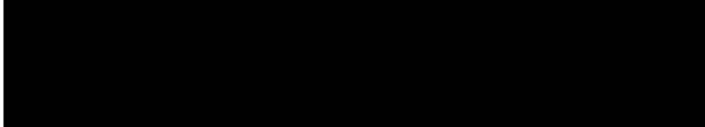
I cannot believe that your tree officer knows or has visited the church. There are no trees or hedgerows in the vicinity, and certainly none that could be damaged by bringing three pieces of leaded stained glass to the church, which will be accessed via the tarmac path through the Lych Gate on the north side.

I hope that on consideration you will agree that these conditions are unnecessary.

Best

Richard

Richard Andrews  
**CARDEN & GODFREY Architects**  
33 Clerkenwell Close, London EC1R 0AU



Carden & Godfrey Limited is registered in England with company number 3225173  
Registered Office: 85 Church Road, Hove, BN3 2BB

~~~~~  
This email and any files transmitted with it are intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the sender and delete this email from your system immediately

From: Amy Myer <Amy.Myer@arun.gov.uk>

Sent: 12 May 2020 17:16



Subject: FG/40/20/PL - St Andrews Church - PRE COMMENCEMENT PLANNING CONDITIONS - URGENT REQUEST

Dear John and Richard,

I hope you are both well.

I am just writing up your application, due next Monday 18th May, with a recommendation of approval, and will be passing my report to my Manager for sign off shortly.

As required by our Conservation and Trees Officers, I will be adding pre-commencement planning conditions as follows:

CONDITION 1:

Prior to commencement of development details (in the form of a Method Statement) of the method of removal of the existing glazing and replacement with the new glazing and fixings must be submitted to and approved in writing by the Local Planning Authority. The works shall be undertaken in accordance the approved Method Statement.

Reason: In the interests of the conservation of the listed building, in accordance with the Planning (Listed Buildings and Conservation Areas) Act 1990, the National Planning Policy Framework and policies HER SP1 and HER DM1 of the Arun Local Plan.

CONDITION 2:

Prior to commencement of development, a Method Statement or Construction Management Plan (that confirms the intended delivery route of materials to and from the site, preferably utilising existing hard surfaces, siting of any compound area, area for delivery and storage of materials and details of any other potentially harmful practice associated with the proposal) must be submitted to and approved in writing by the Local Planning Authority. The works shall be undertaken in accordance with the approved Method Statement or Construction Management Plan.

Reason: To preserve trees and hedgerows on site in the interests of the visual amenity of the area, in accordance with policy ENV DM4 of the Arun Local Plan.

Please can you email me at your earliest convenience and by this Thursday 14th May to confirm agreement to this pre-commencement planning conditions.

Kind regards,

Amy

Amy Myer BSc (Hons), MSc, MRTPI | Senior Planning Officer,

Directorate of Place, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37510 | External: +44 (0) 1903 737776 | E-mail: Amy.Myer@arun.gov.uk

Visit Arun's web site at www.arun.gov.uk  Save the environment - think before you print.

Arun is a CIL Charging Authority, for more information go to www.arun.gov.uk/cil

<http://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<http://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.
