



Mr David Osborne
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Arun District Council
Arun Civic Centre
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Our Ref: FG/6/18/T
Your Ref:

Please ask for:
Amber Willard
01903 737500 x37445

Dear Mr Osborne

24th January 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Tree works.
Location 3A Ancren Close Ferring West Sussex

Thank you for your recent application which I received on 15th January 2018. It is being validated by Amber Willard 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 how much is to be removed from the tree in metres.

For further guidance on making your tree application please click here.

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 **7th February 2018** or your application will be closed 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

Neil Crowther
Group Head of Planning