



KW Tree Care
Mr Kevin Wymbs
18 Sea Way
Elmer Sands
Bognor Regis
PO22 6JY

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 716019
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning
Our Ref: FP/19/11/T
Your Ref:

Please ask for:
Mrs D Johnson
(01903) 737500 Ext 37454

Dear KW Tree Care

1st February 2011

The Town and Country Planning Act 1990 (as amended)
The Town and Country Planning (Tree Preservation Order) Regs 1999

Crown reduce 1 No Sycamore Tree by 30% - 35%
104 The Barn Felpham Road Felpham Bognor Regis

Thank you for your recent application which I received on 27th January 2011. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please date the Declaration and complete Section 8 and return accordingly.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390>

If you are unable to download the required guidance 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 15th February 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy