



Mrs Rachel Barlow
Felpham Beach Garden Estate Ltd
Shalimar
Speen Road
North Dean
HP14 4NN

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: FP/227/14/T
Your Ref:

Please ask for:
Miss K Garner
01903 737711 x 37467

Dear Mrs Barlow

8th January 2015

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 Various Tree Surgery
Location The Green The Ridgeway Felpham Beach Estate Felpham

Thank you for your recent application which I received on 14th December 2014. It is being validated by Miss K Garner 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 :-

Location Plan

Please submit 1 electronic or 3 paper copies of an amended Location plan to include the road names and the direction of north to allow us to identify the trees against the plan on the Preservation Order.

Please amend the description to confirm the amounts of tree surgery in metres, not feet. We do not accept imperial measurements.

Please confirm the Location of the trees is correct as shown on this letter.

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 **22nd January 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