



Mr M Sargeant
The Old School House
114 Felpham Road
Felpham
West Sussex
PO22 7PP

Arūn 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/50/11/TC
Your Ref:

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

Dear Mr Sargeant

11th March 2011

The Town and Country Planning Act 1990 (as amended)
Town and Country Planning Development Management Procedure Order 2010 (as amended)

Lop 5 trees within the Felpham Conservation Area
The Old School House 114 Felpham Road Felpham

Thank you for your recent application which I received on 7th March 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 confirm the species of the tree marked 'B' on the plan you provided.

Please confirm if all 5 trees will be felled, if some trees will be felled and/or lopped or all 5 trees are being lopped.

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 25th March 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