

Mr Andrew Christou
The Coast House
Waterloo Road
Felpham
Bognor Regis
PO22 7EH

Dear Mr Christou,

Town & Country Planning Act 1990 (as amended) s211 Notice

Prior Notification of Work to Tree(s) in a Conservation Area

Development: In front garden of house, looking at the hedge from the front, from right to left, T1-Bay Tree, T2-Bay ~Tree (T1 & T2 merged to form one spread), T3-Bay Tree, T4-Holly Tree. They used to look like three topiaries

We moved in 6 months ago and the hedgerow made up of these four trees was not maintained by the previous owners, As such, they have overgrown and become very untidy.

We would like to prune them back to their original compact tidy shapes. So we would like to perform a Crown Reduction, and trim about 0.5m around the edges of each tree to tidy them up.

Location: The Coast House Waterloo Road Felpham PO22 7EH

Thank you for your recent notification which I received on 15th June 2026. It is being validated by Breezie Allwright who will be able to assist you should you have any questions.

I regret that I am unable to accept your documents as a valid notification until the following item(s) have been received or resolved :-

Please clarify the height and spread of the trees after the proposed reduction.

For further guidance, please refer to the list of validation requirements for tree applications on our website: <https://www.arun.gov.uk/making-a-planning-application>

If you are unable to access the website, please contact this office so a copy can be sent to you.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we

receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **30th June 2026** or your notification will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

Yours sincerely



Neil Crowther
Group Head of Planning

For details of how the Council will deal with your data please refer to our privacy notices on the website <https://www.arun.gov.uk/privacy-policy/>

If you have provided an email address, all correspondence including the decision notice will be sent by email. It is therefore important that you keep us informed if this changes during the course of this application.

To register to receive notification of planning applications in your area, please go to <https://www1.arun.gov.uk/planning-application-finder>