

Mr Shaun Salmon
23 Hedgerow Close
Felpham
Bognor Regis
PO22 8BP

Please ask for: Hannah Riddle
Email: hannah.riddle@arun.gov.uk
Telephone: 01903 737646
Our Ref: FP/83/22/T
Your Ref:
Date: 18th May 2022

Dear Mr Salmon,

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012

Application for Works to Trees(s) subject to a Tree Preservation Order(TPO)

Development: Two large deciduous trees at the back of of our garden.
We are requesting to have them cut back
Location: 23 Hedgerow Close Felpham PO22 8BP

Thank you for your recent application which I received on 16th May 2022. It is being validated by Hannah Riddle 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 application until the following item(s) have been received or resolved :-

Please confirm the tree species.

Please state reason for the works to be carried out.

Please clearly identify work to be completed on each tree

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 directly to us at: 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 **1st June 2022** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed. If you have difficulty

meeting this deadline please contact the above officer to extend the time scale.

If you made a paper application and did not provide an email address, please could you do so to enable us to contact you swiftly with any queries or issues.

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>