



Mr J Belbin
Rustington House
Worthing Road
Rustington
BN16 1RR

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: K/18/18/HH
Your Ref:

Please ask for:
Miss C Burrows
01903 737500 x37459

Dear Mr J Belbin

21st June 2018

Town & Country Planning Act 1990 (as amended)
Town & country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission for Works or Extension to a Dwelling

Development Extension of existing gate walls to include an additional pier & flint work on both sides of the gate entrance in place of the existing wooden panel fencing. This application affects the setting of a Listed Building.

Location Kingston Manor Kingston Lane Kingston

Thank you for your recent application which I received on 31st May 2018. It is being validated by Miss C Burrows 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 :-

Please confirm if drawing C03 Site & Location plan is the plan forming part of this application and if so are the Land registry Location plans for informational purposes only.

Also, we note within your application form you make reference to a Design and Access statement, unfortunately we do not appear to have received a copy of this, please forward accordingly.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://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.

Please provide the above by **5th July 2018** or your application will be closed 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

Neil Crowther
Group Head of Planning