

Crown Care Tree Surgeons
47 Congreve Road
Broadwater
Worthing
BN14 8EL

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: LU/116/20/TC
Your Ref:
Date: 13th May 2020

Dear Mr Cobelli,

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

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

Development: Reduce rear garden right side Horse chest crown by 30% all round (1.5 - 2 meters).
Reduce rear garden left side Holm Oak tree crown by 30% all round (1.5 - 2 meters).

Location: Vine Cottage 1 Church Street Littlehampton BN17 5EL

Thank you for your recent notification which I received on 11th May 2020. It is being validated by Nicola Moore 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 notification until the following item(s) have been received or resolved :-

Please submit one sketch plan clearly showing the location of the trees. The plan should include road names and adjoining properties, so that the location is very clear.

Please provide the height & spread measurements, in metres, for each tree after pruning.

For further guidance, please refer to the list of validation requirements for tree applications on 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 **27th May 2020** or your notification 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 discuss the matter.

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 www.arun.gov.uk/planning-privacy-statements

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.