

Charlotte Burrows

From: Charlotte Burrows
Sent: 19 August 2014 09:37
To: [REDACTED]
Subject: RE: Decking changes

Dear Mr Hefford,

Thank you for your email, apologies for not responding sooner however I have been leave.

Mrs Johnson my colleague sent you an email on 5th August 2014 at 9:12 saying as follows -

Unfortunately, no plan was attached to this email. Please resend the plan to me directly.

Also, you may call me directly and I will be able to process your payment.

If you have any questions, please do not hesitate to contact me.

Thank you,
Mrs Johnson

I'm not sure if you received this as I have checked the file and I cannot see that you responded to Mrs Johnson, if you would like to send the plan to me instead now that would be acceptable.

I hope this clarifies things, if not then please do not hesitate to contact me.

Many Thanks

Charlotte

Charlotte Burrows | Technical Support Unit Assistant, Planning and Building Control, Arun District Council | Location: First Floor, Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

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Save the environment - think before you print.

From: [REDACTED]
Sent: 18 August 2014 13:15
To: Charlotte Burrows
Subject: Re: Decking changes

Hi Charlotte.
Is there any news on this application going forward.

Regards
Mick

From: Barmic
Sent: Wednesday, July 23, 2014 9:21 AM
To: [REDACTED]
Subject: FW: Decking changes

From: Charlotte Burrows [REDACTED]
Sent: 22 July 2014 16:40
To: [REDACTED]
Subject: RE: Decking changes

Dear Mick,

Thank you for your email.

In order for this to be treated as a Non-Material Amendment application you will need to complete the attached forms. You can make the payment over the phone however unfortunately we cannot do this until the application has a reference number.

Once we have received the complete application forms, the application will be given a reference number and then you can make the payment.

If you have a query then please hesitate to contact me.

Many Thanks

Charlotte

From: [REDACTED]
Sent: 17 July 2014 12:42
To: Charlotte Burrows
Subject: Decking changes

Hi Charlotte,
Please find new drawings for the changes required by my customer if possible I understand that there is a charge [REDACTED] can I pay this by card over the phone.

Regards
Mick
Barmic Property Services.

