

Karen Garner

From: Karen Garner
Sent: 04 December 2014 11:19

Subject: RE: Invalid application LU/328/14/PL : Martello Enterprise Centre

Dear Mr Brown,

I can confirm I received the Validation Checklist that you sent on the 4th November.

However, I have not received the fee. That is why I closed the file.

If the applicant has confirmed the fee was paid, can they please provide me with the payment details and I will look into it further.

I require the date of payment and any receipt number, or cheque number, or confirm if paid by credit/debit card. I will then contact our accounts department.

Kind regards,

Karen

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor, Arun Civic Centre, Maltravers Road, Littlehampton, BN17 5LF

Internal: 37467 | External: +44 (0) 1903 737711 | E-mail: karen.garner@arun.gov.uk

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From: Amanda Scholes On Behalf Of Planning.Responses
Sent: 04 December 2014 08:46
To: Karen Garner
Subject: FW: Invalid application LU/328/14/PL : Martello Enterprise Centre

Sent: 04 December 2014 00:18
To: Planning.Responses
Subject: Re: Invalid application LU/328/14/PL : Martello Enterprise Centre

For the attention of Miss K Garner

I have received your message saying the Application is invalid in the absence of any further advice from me.

The only request from your department for further documents or other matter was on 3rd November to ask for a Validation Checklist and to say no fee had been received.

I replied later on 3rd November attaching the Validation Checklist, which incidentally had been submitted via the Planning Portal and was part of their zip file.

I know you received the message because I subsequently had a conversation with you on 4th November about the fee.

Coincidentally, as I had not received any communication from you, I did contact the Applicant earlier on 3rd December before receiving this notification, and he confirmed he had paid.

Please will you give an explanation of what you mean by 'further advice'?

--

Rod Brown

Karen Garner

From: Karen Garner
Sent: 04 November 2014 15:22

Subject: RE: Attn K.Garner re LU/328/14/PL

Dear Mr Brown,

Many thanks for the attached checklist.

I await the fee and will register the file when the money is received.

Kind regards,

Karen.

Karen Garner | Technical Support Unit Assistant, Planning Department, Arun District Council | Location: First Floor,
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-----Original Message-----

From: Lisa Coney On Behalf Of Planning
Sent: 04 November 2014 08:28
To: Karen Garner
Subject: FW: Attn K.Garner re LU/328/14/PL

-----Original Message-----

Sent: 03 November 2014 17:09
To: Planning
Subject: Attn K.Garner re LU/328/14/PL

Thank you for your message today.

The attached file which I think is what you are asking for was part of the Planning Portal Submission. If you mean something different please clarify.

The Applicants should have sent the Fee, I will contact them to remind them. Yours truly

--
Rod Brown

