

RoundTop Trees
7 Alleyne Way
Elmer Sands
Bognor Regis
PO22 6JZ

Please ask for: Nicola Moore
Email: nicola.moore@arun.gov.uk
Telephone: Ext 37944
Our Ref: LU/394/21/TC
Your Ref:
Date: 9th December 2021

Dear Mr Davies,

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

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

Development:

- T1 - (Yew Tree) Undertake 1m canopy reduction and crown lift to 3m
- T2 - (Sycamore Tree) Re pollard back to previous pollard points
- T3 - (Horse Chestnut Tree) Re pollard back to previous pollard points
- T4 - (Bay Tree) Crown lift over public highway to 4m to ensure no branches come into contact with pedestrians or vehicles. Reduce the canopy of the tree by 1m
- T5 - (Yew Tree) Crown lift over public highway to 4m to ensure no branches come into contact with pedestrians or vehicles. Reduce the canopy of the tree by 1m
- T6 - (Apple Tree) Located at the rear of the property - Undertake a 10% canopy thin and a 1m canopy reduction

All works to be carried out to BS3998 standards.
Purpose of all work is to improve overall aesthetics of trees, prevent trees overgrowing their environment and coming in contact with property, vehicles and pedestrians.
Chip all brash and remove arisings off site

Location: 41-43 St Josephs Franciscan Convent East Street Littlehampton BN17 6AU

Thank you for your recent notification which I received on 3rd December 2021. 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 valid notification until the following item(s) have been received or resolved :-

Please provide in metres the proposed height and spread measurements for: 1 No. Yew (T1), 1 No. Bay (T4), 1 No. Yew (T5) and 1 No. Apple (T6)

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.

Please provide the above by **23rd December 2021** 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 <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>