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Mrs Lynn Ennis
The Coach House
Church Lane
Lymminster
BN17 7QJ

Arun District Council
Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF

Tel: 01903 737756
Email: planning@arun.gov.uk
www.arun.gov.uk/planning
Please ask for: Breezie Allwright
Email: breezie.allwright@arun.gov.uk
Telephone: 01903 737500
Our Ref: LY/1/26/TC
Your Ref:
Date: 12th January 2026

Dear Mrs Ennis,

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

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

Development: Tree 1 silver birch on south boundary wall. Crown reduction to 9 metres above ground level to provide clearance for overhead telephone cables. Currently approx 12 metres tall. Tree growing in to overhead telephone lines. Previously pollarded. Cut back in accordance with previous planning consent. Low amenity value.

Tree 2- Laburnham in front drive on north boundary wall. Crown reduction to 7 metres above ground level. currently approx 9 metres tall. Not growing well - possibly diseased. Application to reduce by 2 metres and reshape but if found to be diseased by tree surgeon, permission requested to fell and replace with same tree (Laburnham) or similar slow growing tree once ground is clear.

Location: The Coach House Church Lane Lymminster BN17 7QJ

Thank you for your recent notification which I received on 11th January 2026. It is being validated by Breezie Allwright 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 confirm your acceptance of the following description:
"Crown reduction to 1 No. Silver Birch (T1) to leave a height of 9m, and crown reduction to 1 No. Laburnham (T2) to leave a height of 7m."

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.

If providing additional documents or information, please email it to: planning.responses@arun.gov.uk with

a covering email clearly explaining what is being provided. Do not resubmit it via the planning portal as we receive all the original information plus any amended information and it is not clear what has changed. Please provide the above by **26th January 2026** or your notification will be closed as incomplete and where a fee has been paid, I will retain £40.00 (or the entire fee, if less than £40.00) to cover the cost of administering the return. If you have difficulty meeting this deadline please contact the above officer to agree an extension to this time scale. Once the application has been closed, you will need to submit a fresh application if you still want to proceed.

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>