



Mr John Wright
24 Lodge Close
Middleton on Sea
West Sussex
PO22 6NF

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
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Our Ref: M/110/18/T
Your Ref:

Please ask for:
Zac Denton
01903 737500 x37447

Dear Mr Wright

29th August 2018

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Works to Tree(s) on trees subject to a Tree Preservation Order (TPO)

Development Removal of bough on 1No. Oak
Location 24 Lodge Close Middleton on Sea West Sussex

Thank you for your recent application which I received on 20th August 2018. It is being validated by Zac Denton 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 application until the following item(s) have been received or resolved :-

Please provides specifics as to the aspect the bough faces, and how long this bough is (in metres).

For further guidance on making your tree application please click here.

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 **12th September 2018** or your application will be closed as incomplete and you will have to resubmit if you wish to proceed with the application. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Neil Crowther
Group Head of Planning