



Henry Adams Planning Ltd
Rowan House
Baffins Lane
Chichester
West Sussex
PO19 1UA

Dear Mrs Appleton

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning

Our Ref: PA/18/11/

Your Ref:

Please ask for:

Mrs D Johnson
(01903) 737500 Ext 37762

27th September 2011

The Town and Country Planning Act 1990 (as amended)

Town and Country Planning Development Management Procedure Order 2010 (as amended)

**Erection of an enclosure to a maximum height of 4m to form a Padel Tennis Court
Selden Court France Lane Patching**

Thank you for your recent application which I received on 21st September 2011. It is being dealt with by Mrs D Johnson who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

A cheque was received with the application made out to Henry Adams Planning Ltd instead of Arun District Council. The cheque was sent back to Henry Adams Planning Ltd on 27 August 2011 by first class post.

Please send a cheque for £150.00 made out to Arun District Council.

Please complete the validation checklist - all boxes must be completed even if not applicable. The checklist and guidance notes are available on our website detailed below (Householder Forms - Household Extension - and click on Checklist)

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 11th October 2011. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy

pmac42

Henry Adams Planning Ltd
Rowan House
Baffins Lane
Chichester
West Sussex
PO19 1UA

Your Ref:
Our Ref : PA/18/11/
Please ask for:
Mr J Smith
Direct Dial 01903 737761
29th September 2011

Dear Mrs Appleton

The Town and Country Planning Act 1990 (as amended)

Erection of an enclosure to a maximum height of 4m to form a Padel Tennis Court. (This application lies within the South Downs National Park Authority)

Selden Court France Lane Patching BN13 3UP

Receipt No P88203	Amount: £ 150.00	VAT Number 193 5586 24
		TOTAL PAID: £ 150.00

Thank you for your recent planning application, which was accepted as a valid application on 29th September 2011. It is being dealt with by Mr J Smith who will be able to help you by telephone, should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

This application lies within the South Downs National Park. The application will be dealt with and determined by Arun District Council, acting as an agent for the South Downs National Park Authority (SDNPA) unless it is called in by the SDNPA, in which case you will be notified accordingly. Further details regarding this agency agreement can be found on the Council's website at www.arun.gov.uk.

PLEASE NOTE: The SDNPA reserves the right to 'call in' any application during the application process. If this should become necessary you will be informed in writing stating the reason for the 'call in'. Unless you are informed to this effect, your application will be determined by this Council, either under delegated powers, or under the Council's planning committee process, acting as an agent of the SDNPA.

This Council is legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 3rd November 2011 which is the end of the advertising period.

If you have not received a decision by 24th November 2011 and have not agreed in writing to extend this time limit, or been advised that your application is invalid, you are entitled to appeal to the Secretary of State in accordance with the Town and Country Planning Act within 6 months from the date by which the decision should have been made (unless the application has been referred to the Secretary of State by this Council for decision). Appeals must be made on a form which is obtainable from the Planning Inspectorate, Customer Support Unit, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN.

Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations. You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.

Please provide a Validation Checklist.

Please do not hesitate to contact us if you have any queries.

Yours sincerely

A handwritten signature in black ink, appearing to read 'KARL', with a long horizontal flourish extending to the left.

Karl Roberts
Assistant Director Planning Services &
Housing Strategy