



Mrs J & Mr D Greene
Manoss Lea
9 Manor Park
Pagham
West Sussex
PO21 3JS

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Our Ref: P/76/17/PL

Your Ref:

**Please ask for:
Mrs D Johnson
01903 737762**

Dear Mr & Mrs Greene

31st July 2017

**Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2015
Application for Planning Permission**

Development 1 No. dwelling adjacent to Manoss Lea & addition of 1 No. window to North elevation & blocking up of 2 No. windows on West elevation to Manoss Lea.

Location Manoss Lea 9 Manor Park Pagham

Thank you for your recent application which I received on 19th July 2017. It is being validated by Mrs D Johnson 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 confirm the amended description is satisfactory.

I am returning the original S106 agreement to you by post. There are a couple points that need addressing (highlighted in green):

1. Please date the front cover
2. Please date page one
3. On page 2, under the section labelled Development, please confirm if Maoss Lea is teh correct spelling.

All changes may be made to the original copy and initialed and dated.

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://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 **14th August 2017** 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

A handwritten signature in black ink, appearing to be 'NC' followed by a flourish and a period.

Neil Crowther
Group Head of Planning