



EH Tree Care Ltd
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East Sussex
BN10 8SE

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
Tel: (01903) 737756 Fax: (01903) 730442
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Minicom: 01903 732765
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website: www.arun.gov.uk/planning

Our Ref: R/1/17/T

Your Ref:

**Please ask for:
Miss K Garner
01903 737500 x 37467**

11th May 2017

Dear Mr Haunton

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Tree Preservation) (England) Regulations 2012
Application for Consent to Carry Out Works to Tree(s) Protected by Tree Preservation Order**

Development Removal & other surgery to various trees
Location Poplars Site & Surrounding Areas

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following items are received or resolved:-

The Tree Officer has requested a more detailed report schedule of proposed surgery to each tree. Some spaces have been left blank under the Work column. Please complete them, even if it is to clarify no work to this tree at this time. Please submit accordingly.

The report must accord and cross reference with the tree location plan that you submitted so that the Case officer/Tree officer can see what work is proposed for what tree. You may wish to submit an amended plan if necessary.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/making-a-planning-application>

If you are unable to download the required 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 **25th May 2017**. If this information is not received by this date, I will close the file as incomplete and you will have to submit a fresh application.

Yours sincerely

Neil Crowther

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