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

Iceni Projects
Da Vinci House
44 Saffron Hill
EC1N 8FH

Please ask for: Mrs D Johnson
Email: daun.johnson@arun.gov.uk
Telephone: 01903 737762

Our Ref: R/1/26/L
Your Ref:
Date: 12th January 2026

Dear Davy,

Planning (Listed Buildings and Conservation Areas) Act 1990 (as amended)

Listed Building Consent for Alterations, Extension or Demolition of a Listed Building

Development:	Listed building consent for the demolition and reconstruction of the western elevation of the laundry building.
Location:	Land To The North Of Rustington Convalescent Home Sea Road Rustington BN16 2LZ

Thank you for your recent application which I received on 9th January 2026. 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 valid application until the following item(s) have been received or resolved :-

Location Plan

Please provide one named road.

Block Plan

Please submit an electronic block plan in pdf format at a scale of 1:500. Further details of what must be included on the plan can be found in the Validation Requirements List.

For further detailed information on validation requirements please go to our website and refer to the requirements list for this type of application: 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.

Where the information requested above relates to a local validation requirement, you may request that the requirement is waived. The information requested should be reasonable having regard to the nature and scale of the proposed development and about a matter which it is reasonable to think would be a material consideration in determining the application. If you do not feel this is the case, you can serve a notice on

the Council, specifying which particulars or evidence you do not consider meet this test of reasonableness. You must state which items you disagree with and set out the reasons why you hold the view, please quote the application reference in your letter or email. The Council will then consider your case and respond. It should be noted that there is no right to challenge the national requirements as these requirements are contained in planning legislation.

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 application 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