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

Mr Edward Gough
Willowhayne Mews Residents Association
2 Willowhayne Mews
Preston Paddock
Rustington
BN16 2AF

Our Ref: R/201/13/T
Your Ref:

Please ask for:
Miss K Garner
01903 737711 x 37467

18th September 2013

Dear Mr Gough

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 Surgery to 3 No. Betula Pendular trees

Location 1-10 Willwhayne Mews Communal Ground Rustington

Thank you for your recent application which I received on 5th September 2013. It is being validated by Miss K Garner 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 tree species. Please be specific what tree surgery is proposed (i.e. crown reduce, lopping, crown raise etc.) and the amounts of reduction, in metres.

For further detailed information on both the National and Local Validation Requirements please go to our website: http://www.arun.gov.uk/main.cfm?type=HELPWITHMAKINGAPLA. 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 **2nd October 2013** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours sincerely

Karl Roberts
Assistant Director Planning & Economic Regeneration