



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning General Enquiries
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Mr A Smith
Minstrels
6 West Mead
East Preston
West Sussex
BN16 2SL

Our Ref: R/225/17/CLE

Please ask for:

**Mrs A Gardner
01903 737529**

Dear Mr Smith

23 October 2017

**Town & Country Planning Act 1990 (as amended)
Town & Country Planning (Development Management Procedure) (England) Order 2015: Article
39**

**Application for a Lawful Development Certificate for an Existing Use or Operation or Activity
including those in a breach of condition**

Development Lawful development certificate for an existing summer house.

Location Minstrels 6 West Mead, East Preston,

Receipt:

Adrian B G Smith Suzanne E Smith	Receipt No. P105935	Amount £ 172.00
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Thank you for your application received on 9th October 2017. I am writing to acknowledge that it was accepted as a valid application on 23rd October 2017. On receipt of this letter if you have any concerns about the way that the Council has described your application you should contact the Case Officer: Mrs A Gardner, to discuss the matter.

The Council will publicise this application by means of a site notice on or near the application site and on our website. The notice needs to be displayed for not less than 21 days. **The notice and its folder remain the property of Arun District Council and MUST NOT BE REMOVED and remain in place for the officer to collect after the 21 days have expired.** If there are any problems with regards to the site notice (e.g. vandalism), please contact your Case Officer.

Your application cannot be determined until the end of the statutory publicity and consultation period which is 23rd November 2017.

You can follow how your application is progressing on the Council's website:

www.arun.gov.uk/planning.

The Council aims to make as many decisions as possible before the end of the statutory determination period, which in this case will be 18th December 2017. However, this is not always possible for a number of reasons, including on-going negotiations or the scheduling of Development Control Committees.

If you have not received a decision by 18th December 2017 or agreed in writing to extend the time in which the Council make a decision, you can appeal to the Secretary of State. Your appeal (under section 195 of the Town & Country Planning Act 1990) would be that the Council has failed to make a decision and you would be asking a Government Planning Inspector to make the decision instead.

You can do this on a form which you can get from the Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol, BS1 6PN or from the planning portal website www.planningportal.gov.uk/planning/appeals/.

This acknowledgement only relates to this certificate and not to any other applications you may have made, or may need to make to the Council, for example Building Regulation approval. 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 in general you wish to know more about Building Regulation approval and the Building Control Services offered by Arun District Council please see www.arun.gov.uk/buildingcontrol

Finally, can I remind you that it is an offence under S194 of the Town and Country Planning Act 1990 (as amended) to knowingly or recklessly make false or misleading statements, use documents, or withhold any material information for the purpose of procuring a particular decision on an application for a certificate. On summary conviction in the Magistrates' Court, the penalty is a fine not exceeding Level 5 (currently £5000) or on conviction on indictment in the Crown Court the penalty can be imprisonment for a term not exceeding two years, or an unlimited fine, or both. Moreover, the Council are entitled to revoke a certificate where a false statement was made, or information withheld.

Please do not hesitate to contact the Case Officer if you have any queries.

Yours sincerely

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

Neil Crowther
Group Head of Planning

Please note: When an application is submitted online or with an email address in the agent details, most correspondence, including the decision notice will be sent by email. It is therefore important that you inform us if you make any change to your email address during the course of this application.