



Caldotec Ltd
11 The Parade
Willowhayne Crescent
East Preston
West Sussex
BN16 1NS

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

Our Ref: R/240/14/PL
Your Ref:

Please ask for:
Mrs D Johnson
01903 737762

Dear Mr McCourty

8th October 2014

Town & Country Planning Act 1990 (as amended)
Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended)
Application for Planning Permission

Development	Replacement of 30 No aluminium & timber PVCu windows at ground & first floor west & east elevations & 1 No door on east ground floor elevation to matching white PVCu
Location	Rustington Hall Station Road Rustington

Thank you for your recent application which I received on 2nd October 2014. 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 number of windows being replaced.

Please confirm that the door being replaced is on the ground floor east elevation.

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 **22nd October 2014** or your application will be returned to you 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

Karl Roberts
Assistant Director Planning & Economic Regeneration