



David Johnson
8 Elm Farm Cottages
Old Manor Road
Rustington
BN163FD

Arun District Council
Arun Civic Centre
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Littlehampton
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Our Ref: R/278/17/T
Your Ref:

Please ask for:
Amber Willard
01903 737445

Dear Mr Johnson

13th December 2017

Town & Country Planning Act 1990 (as amended) s211 Notice
Application for Prior Notification of Work to Tree(s) in a Conservation Area

Development A - 8 Elm Farm Cottages: 20% Crown reduction of pear TPO 1052 and apple tree 1051 equivalent to 1m height and sides removing crossing branches and reshaping the crown
B - Elm Farm Cottages Common Gardens: Apple tree TPO 1060 20% crown reduction with all branches being cut back to smaller branches no less than 1/3 size of branch removed and to thin out crossing branches, also to include a crown lift to 2m of branches under 3cm diameter

Location 8 Elm Farm Cottages Old Manor Road Rustington

Thank you for your recent application which I received on 29th November 2017. It is being validated by Amber Willard 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 all proposed works in metres

For further detailed information on both the National and Local Validation Requirements please go to our website: <http://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.

Please provide the above by **27th December 2017** or your application will be closed 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

Neil Crowther
Group Head of Planning