



Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries

The Darlings Buds of May
5 Lambleys Lane
Worthing
West Sussex
BN14 9JX

Your Ref:

Dear Mr G Acklan

Please ask for:
Miss C Burrows

The Town and Country Planning Act 1990 (as amended)
The Town and Country Planning (Tree Preservation Order)

Pollard 5no. Holm Oaks
Elm Farm 34 The Street Rustington

Thank you for your recent application which I received on 11th January 2012. It is being dealt with by Miss C Burrows who will be able to help you should you have any questions.

I regret that I am unable to accept your documents as a formal application until the following matters have been resolved :-

Please give the exact measurements (in metric) of the proposed works.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/main.cfm?type=SUBMITAPAPERAPPLIC>

If you are unable to download the required guidance documents from the web site please contact the above officer who will arrange to post a paper copy to you.

Please provide the above by 26th January 2012. If this information is not received by this date, the application will be returned to you as incomplete and you will have to submit a fresh application.

Yours sincerely