



Mr J Lloyd
Two Ways
Avisford Park Road
Walberton
West Sussex
BN18 0AP

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General
Enquiries
Tel: (01903)-737756 Fax: (01903)-716019
Dx: 57406 Littlehampton
Minicom: 01903 732765
e-mail: planning@arun.gov.uk
website: www.arun.gov.uk/planning
Our Ref: WA/18/11/T
Your Ref:

Please ask for:
Mrs J Grieves
Technical Support Unit Assistant

Dear Mr Lloyd

15th February 2011

The Town and Country Planning Act 1990 (as amended)
The Town and Country Planning (Tree Preservation Order) Regs 1999

Reduce 1no. Beech tree
Two Ways Avisford Park Road Walberton

Thank you for your recent application which I received on 11th February 2011. It is being dealt with by Mrs J Grieves 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 :-

You must confirm the % of reduction that consent is required for.

For further guidance or to obtain the documents as required above please refer to our website:
<http://www.arun.gov.uk/cgi-bin/buildpage.pl?mysql=3390>

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 1st March 2011. 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

Karl Roberts
Assistant Director Planning Services &
Housing Strategy