



St Mary's Church Walberton PCC
15 The Meadows
Walberton
Arundel
West Sussex
BN18 0PB

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: WA/59/13/TC

Your Ref:

**Please ask for:
Miss C Burrows
extn 37459**

Dear Sir / Madam

5th December 2013

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

Development Various tree works
Location St Marys Church The Street Walberton

Thank you for your recent application which I received on 20th November 2013. It is being validated by Miss C Burrows 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 exactly which trees form part of this application and explain clearly the proposed works.

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 **19th December 2013** or your application will be returned to you as incomplete and you will have to resubmit if you wish to proceed with the development. If you have difficulty meeting this deadline please contact the above officer to discuss the matter.

Yours faithfully

Karl Roberts
Assistant Director Planning & Economic Regeneration