



Miss C Bartlett
Batcheller Monkhouse
New Bartram House
3-5 Swan Court
Station Road
RH20 1RL

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning 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/75/19/PD
Your Ref:

Please ask for:
Mrs J Grieves
01903 737500 x 37448

Dear Miss Bartlett

5th August 2019

Town & Country Planning Act 1990 (as amended)
Town & Country Planning (General Permitted Development) Order 2015 Schedule 2
Application for Prior Notification for Permitted Development

Development Notification for Prior Approval under Class R for the change of use of agricultural building to workshop & office (B1)
Location Building at Fairmead Farm Binsted Lane Binsted

Thank you for your recent application which I received on 26th July 2019. It is being validated by Mrs J Grieves 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 :-

No fee accompanied your application. I suggest that the required fee is £96 and would be grateful if you would forward this amount to me as soon as possible. (Please note that cash can no longer be accepted at these offices)

Please provide the above by **19th August 2019** 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