



Mr S Tubb
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Planning & Building Control General
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Our Ref: WA/87/11/
Your Ref:

Please ask for:
Miss C Burrows
01903 737500 Ext 37459

Dear Mr Tubb

1st November 2011

The Town and Country Planning Act 1990 (as amended)

**Proposed orangery
Bramble Barn Binsted Lane Binstead**

Thank you for the information you have sent following my previous letter. Unfortunately I am still unable to accept the application as valid until the following matters are resolved:-

The certificates on the application forms are out of date, they are dated longer than the 21 days permitted. A copy of your application was enclosed in a letter dated 18th October 2011 which was sent to you. Please return the amended application form accordingly. *✓ rec'd 9/11.*

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 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 15th November 2011. If this information is not received by this date the application will be returned as incomplete and you will have to submit a fresh application.

Yours sincerely

Karl Roberts
Assistant Director Planning Services &
Housing Strategy