

Nicola Spencer

From: Kathryn Welch
Sent: 02 July 2026 16:14
To: Nicola Spencer
Subject: FW: Y/18/26/PL
Attachments: CB_62_405_000 Site Location Plan - Rev A (Title Overlay).pdf; FP_012- The Barns, Yapton- Updated Application Forms June 2026.pdf

Hi Nicola,

We have now received enough evidence that all of the sites owners have been notified. Is it possible to re-commence (or re-start) this application? The above documents will need to be uploaded.

Thanks,

Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Our priorities...

 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
--	---	---	--	--

From: Kate Holland <[REDACTED]>
Sent: 26 June 2026 10:00
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: Y/18/26/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Good morning Kathryn

I have had someone overlay title plans so I thought it would be useful to share this with you- see attached.

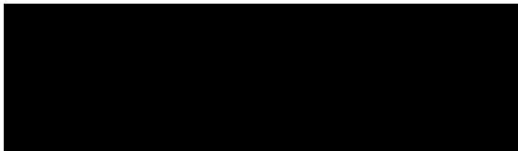
I have updated the application forms and have served notice on TK Twenty Four Ltd.

Hopefully this now resolves the issues on ownership?

Kind regards

Kate

KATE HOLLAND | MANAGING DIRECTOR



The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Sent: 19 June 2026 17:12

To: Kate Holland [REDACTED]

Subject: RE: Y/18/26/PL

Dear Kate,

This application was placed on hold several weeks ago as it was considered invalid. Before the application process can recommence, the outstanding issues relating to the ownership of parts of the site must be resolved.

In my previous email, I requested confirmation of the name(s) of the person(s) served under Certificate B and whether the ownership details provided in the previous Certificate B remain accurate and therefore valid. The other difficulty is that the information submitted to date does not correspond with the ownership details currently available to me.

It is essential that the plans clearly identify all land ownership interests, including the 500mm strip of land understood to be in third-party ownership, as this may have significant implications for the assessment of the application and other planning matters.

Until these ownership issues have been clarified and resolved, I will not be accepting any further detailed documents, as there is currently no live planning application for consideration.

Kind regards,

Kathryn Welch
Senior Planning Officer, Planning Department

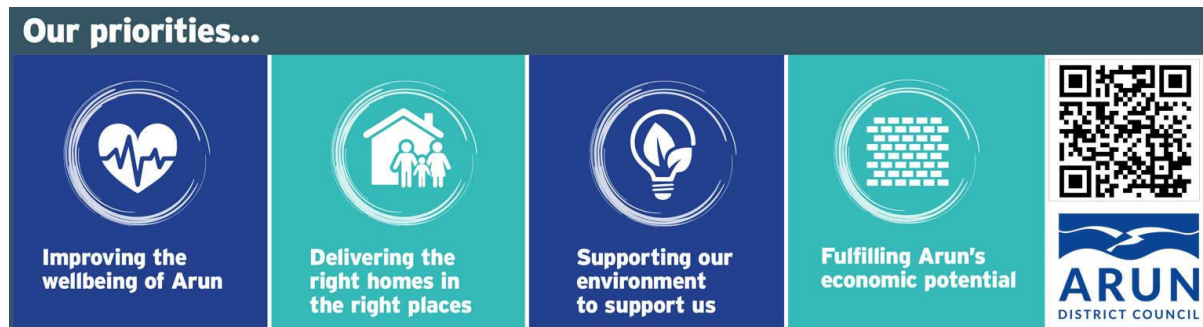
Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



From: Kate Holland <[REDACTED]>
Sent: 19 June 2026 16:19
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: Y/18/26/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Good afternoon Kathryn

I wanted to catch up with you in relation to the above application.

I have reviewed the application online and I can see that further information is required in relation to drainage. Are there other consultation responses outstanding? If so, are you able to advise what responses are awaited and when you are expecting them by?

We do intend to respond to the comments; however, it would be helpful to provide a comprehensive response to everything that requires addressing.

Can you also advise when you might be in a position to advise on the acceptability of the proposals-principle of development and design?

Kind regards

Kate

The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Sent: 29 May 2026 14:10
To: Kate Holland [REDACTED]
Subject: RE: Y/18/26/PL

Dear Kate,

Can I confirm you no longer intend, or need to serve notice on the previous two persons identified on the application forms submitted to date?

Could you confirm the name of the person or company to which the latest certificate relates to please.

Many thanks,

Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789
E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Our priorities...



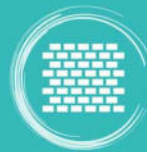
Improving the wellbeing of Arun



Delivering the right homes in the right places



Supporting our environment to support us



Fulfilling Arun's economic potential



From: Kate Holland [REDACTED]
Sent: 29 May 2026 12:45
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: Y/18/26/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Hi Kathryn

Please see the link below to the updated pack of information picking up the previously flagged ownership issues:

<https://we.tl/t-jVUpX83qXVX5h1f>

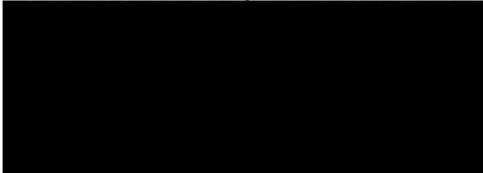
I have also attached the updated Application Form to this email and can confirm that Notice was served on the date indicated on the forms.

Please do let me know if you require anything further at this point.

Kind regards

Kate

KATE HOLLAND | MANAGING DIRECTOR



The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Sent: 19 May 2026 13:36
To: Kate Holland <[REDACTED]>
Subject: RE: Y/18/26/PL
Importance: High

Dear Kate,

Many thanks for the additional information. I just wanted to let you know that I have requested the application be put back on hold, as the details provided still do not correspond with those we hold on file. While I fully accept that Dandara may have an interest in the land, have you investigated the title plan reference previously sent to you? I would expect that other parties may also have an interest and will need a certificate serving.

I will be out of the office until the middle of next week. In the meantime, I must set a final deadline for the submission of the correct information, including the certificates and amended plans as previously noted. Please ensure all outstanding details are provided by **29 May**. Should this not be possible, I will request that the application is withdrawn at this stage.

When collated, please can you forward all details under one cover email, **including those sent in today** as I won't be requesting our admin team upload new documents in a piecemeal fashion. It's both time consuming and becomes confusing to make multiple requests.

Kind regards,

Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



From: Kate Holland <[REDACTED]>
Sent: 19 May 2026 10:18
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: Y/18/26/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Good morning Kathryn

My apologies for the delay in sending the updated plans to you- there were further issues with the red line that we needed to address and I have had to update the Application Forms as we have had to serve notice on Dandara.

As such, please see attached updated plans and Cover Letter.

I believe I will also need to organise co-ordination of the other plans/documents for consistency purposes.

Kind regards

Kate

KATE HOLLAND | MANAGING DIRECTOR



The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>

Sent: 06 May 2026 14:57

To: Kate Holland <

Subject: RE: Y/18/26/PL

Dear Kate,

Further to the below, has any resolution been discussed with your client yet? I am keen to rectify issues early so that, as the public reviews the application, they are looking at the correct application documents.

Just another issue that has been brought to my attention: the area highlighted in yellow now has a footpath crossing it. Your proposed layout, specifically the BNG and landscaping, may conflict with this crossing.

Many thanks.

Kathryn Welch
Senior Planning Officer, Planning Department

Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



Our priorities...



Improving the wellbeing of Arun



Delivering the right homes in the right places



Supporting our environment to support us



Fulfilling Arun's economic potential



From: Kate Holland <[REDACTED]>
Sent: 30 April 2026 15:26
To: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Subject: RE: Y/18/26/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Hi Kathryn

Thank you for contacting me about this matter so quickly.

I will review with my client and come back to you asap.

Kind regards

Kate

KATE HOLLAND | MANAGING DIRECTOR



The content of this email is confidential and intended for the recipient specified in the message only. It is strictly forbidden to share any part of this message with any third party, without the written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

From: Kathryn Welch <Kathryn.Welch@arun.gov.uk>
Sent: 30 April 2026 13:24
To: Kate Holland <[REDACTED]>
Subject: Y/18/26/PL

You don't often get email from kathryn.welch@arun.gov.uk. [Learn why this is important](#)

Dear Katie,

I hope you are well.

I'd like to introduce myself; I am the Planning Officer dealing with planning application Y/18/26/PL. I have taken a brief initial look through the submitted application documents and wanted to raise a couple of early points for clarification.

Firstly, I have been made aware through other recent departmental involvement near to the site that there is a small strip of land under different ownership, running immediately between the Dandara and Seaward sites. The ownership details I currently have on record for this strip do not appear to match the Certificate B details submitted with this application. The Land Registry title number for the strip is **WSX343983**. I presume the Certificate B details relate to another ownership parcel incorporated within the red edge. While the location plan appears to be at a sufficient scale not to include the strip and I can see that the red line does not sit directly over the boundaries of the Russell Close properties – (see *left pic*) the block plan shows a slightly different red line position (albeit only marginally) – (see *right pic*). Just to clarify, the ransom strip runs the entire length of the boundary, the highlighted portion merely shows the difference between location and block plans.



Could you please advise whether:

- the red line can be amended on the block plan (and any other documents showing this slightly misaligned boundary), or
- the owner of the strip can be formally notified, with Certificate B updated accordingly?

For clarity, I would recommend explicitly referencing the ransom strip on the block plan to demonstrate that it has been considered, for the benefit of anyone reviewing the application.

Secondly, do you have the groundwater monitoring results available? The Council's engineers may request this information during the course of their review. If possible, I would appreciate any amended documents being submitted by **8 May**, to ensure that when site notices are displayed and consultation requests issued, all parties have the opportunity to review a complete and accurate set of documents.

Please do let me know if you would like to discuss any of the above.

Kind regards,

Kathryn Welch
Senior Planning Officer, Planning Department

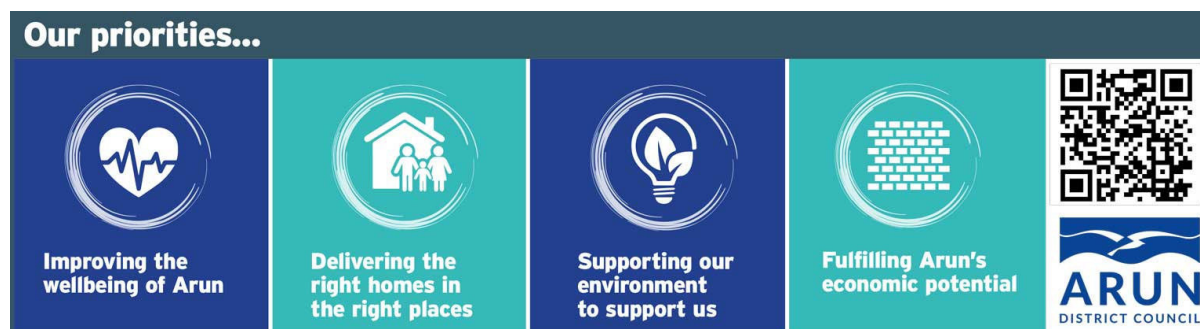
Please note: My working hours are currently split between Development Management and ADC Engineers, which may result in extended response times. **Development Management:** Tuesdays and Thursdays **ADC Engineers:** Mondays, Wednesdays, and Fridays

T: 01903 737789

E: kathryn.welch@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using,

copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.

<https://www.arun.gov.uk>

DX 57406 Littlehampton

You can view Arun District Council's Privacy Policy from <https://www.arun.gov.uk/privacy-policy>

Important Notice This e-mail is intended exclusively for the addressee and may contain information that is confidential and/or privileged. If you are not the intended recipient (or authorised to receive it for the addressee), please notify the sender and delete the e-mail immediately; using, copying, or disclosing it to anyone else, is strictly prohibited and may be unlawful. Any views, opinions or options presented are solely those of the author and do not necessarily represent those of Arun District Council. The information in this e-mail may be subject to public disclosure under the Freedom of Information Act 2000, therefore we cannot guarantee that we will not provide the whole or part of this e-mail to a third party. The Council reserves the right to monitor e-mails in accordance with relevant legislation. Whilst outgoing e-mails are checked for viruses, we cannot guarantee this e-mail is virus-free or has not been intercepted or changed and we do not accept liability for any damage caused. Any reference to "e-mail" in this disclaimer includes any attachments.
