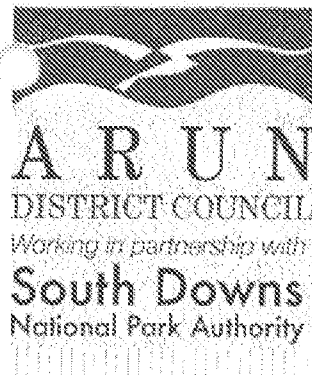




Mrs C Towner
2 Church Cottages
Church Road
Yapton
West Sussex
BN18 0EJ

Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex BN17 5LF
Planning & Building Control General Enquiries

Our Ref: Y/37/T/TC

Please ask for: Mrs J Chapman
Direct Dial: 01903 737657

22nd July 2011

Dear Mrs Towner

The Town and Country Planning Act 1990 (as amended)

Partially reduce crown of 1 no. Fir tree (T1) by approx 4m, 1 no. Fir tree (T5) by approx 3m & 1 no. Alder tree (T6) by approx 5m (within the Church Lane Conservation Area)
Church House Church Lane Yapton BN18 0EH

Thank you for your recent application, which was accepted as valid on 18th July 2011. It is being dealt with by Mrs J Chapman who will be able to help you by telephone should you have any questions. However, I would point out that it will not be possible for you to meet with the case officer unless a prior appointment has been arranged.

Thank you for your recent notification of proposed works to trees which I received on 18th July 2011. It is being dealt with by Mrs J Chapman who will be able to help you should you have any questions.

We have six weeks from the date we received your letter to consider making a Tree Preservation Order on the tree or trees. If by 29th August 2011 you do not hear from us, you may carry out the work as long as you do so within 2 years from the date of your letter and do no more work on the tree or trees than is set out in your letter. We will however endeavour to inform you of the outcome of your proposal before this date.

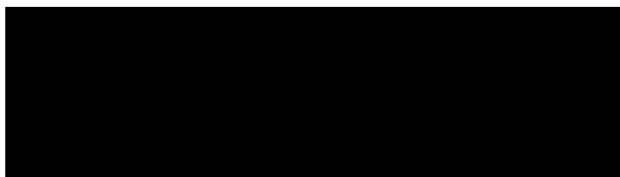
Please be aware that some of our correspondence including the Decision Notification will be sent by email if you have provided an email address on your forms. It is therefore important to inform us if your email address changes throughout the course of the application.

This Council is now legally obliged to publicise all planning applications received. I would be grateful if you would display the enclosed notice on or near the site for 21 days from the date you receive this letter in a position where it can easily be seen by the general public. A decision cannot be made until 25th August 2011 which is the end of the advertising period.

This acknowledgement only relates to planning and does not relate to any other legislation which may or may not apply such as Building Regulations. You will need to carry out your own checks to determine whether any other consents or permissions are required. For advice on whether Building Regulations are required please visit the government's website www.planningportal.gov.uk or seek your own professional advice. If you are in any doubt you will need to submit a formal Building Regulations submission.

I trust this of assistance to you.

Yours sincerely



Tom Roberts
Assistant Director Planning Services &
Housing Strategy