

Your ref:  
Our ref: 23/00113/TPO  
Please ask for: Valera Lvov  
Direct dial: 01553 616865  
E-mail: borough.planning@west-norfolk.gov.uk

Borough Council of  
**King's Lynn &  
West Norfolk**



Mr Fred Taylor  
Cedar House  
Rabbit Lane  
Downham Market  
Norfolk  
PE38 9LN

**Geoff Hall**  
Executive Director

**Stuart Ashworth**  
Assistant Director Environment and Planning

16 November 2023

Dear Sir or Madam

**TOWN AND COUNTRY PLANNING ACT 1990**

Details: **2/TPO/00293 - TBC at Cedar House Rabbit Lane Downham Market Norfolk  
PE38 9LN**

I have received a planning application as detailed above but cannot process it until I receive some more information:

1. Please provide a Sketch plan showing the precise location of all tree.
2. Please provide a full and clear specification of the works to be carried out. Please include specific works proposed including any dimensions and reasons for proposed works.

Once this information is received your application will become valid and the application can be passed to the relevant planning officer.

To enable us to deal with the additional information requested efficiently could you please ensure you quote the Application Number detailed at the top of this letter along with the name of the officer detailed on this letter. Could you also clearly state the location and details of the proposed development in all correspondence and **mark it for the attention of Valera Lvov**

Yours faithfully

A handwritten signature in blue ink, appearing to read 'S. Ashworth'.

Executive Director  
Environment and Planning

