

Your ref:
Our ref: 23/00231/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 Alex Clayton
Willow Bank
48 Nursery Lane
South Wootton
King's Lynn
Norfolk
PE30 3LR

Geoff Hall
Executive Director

Stuart Ashworth
Assistant Director Environment and Planning

8 November 2023

Dear Sir or Madam

TOWN AND COUNTRY PLANNING ACT 1990

Details: **Various issues relating to light, Pine needles, excessive leaves and branches at Willow Bank 48 Nursery Lane South Wootton King's Lynn Norfolk**

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

1. Please provide a completed and dated application form, with all (mandatory) questions answered. Currently the form you have provided is missing information in several sections.
2. Please provide a sketch plan/location plan showing the position of the trees requiring work and confirm that the trees are to be felled or removed as this is not clear within your description,
3. Please provide a full and clear specification of the works to be carried out
4. Please provide a Statement of reasons for the proposed work

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 black ink, appearing to read 'L. Gore'.

King's Court, Chapel Street, King's Lynn, Norfolk PE30 1EX
Tel: (01553) 616200
DX 57825 KING'S LYNN

Chief Executive – Lorraine Gore

Executive Director
Environment and Planning

