

Rustington House
Worthing Road, Rustington
West Sussex BN16 3PS

Worthing Borough Council
Planning Services (Development Management)
Worthing Town Hall
Chapel Road
Worthing
West Sussex
BN11 1HA

Our Ref: SHWBC. Planning.260604

04th June 2026

Dear Development Management

GROUND FLOOR NE AND NW SUITES, 3 LIVERPOOL GARDENS, WORTHING

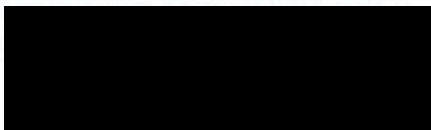
On behalf of **Portfield Estate Company Ltd**, please find enclosed a proposed application for flexible use for the above site. The proposal is to expand the use, on a flexible basis, from Class E to Class E and/or Class F1(a).

The application comprises:

- The completed forms (application form and CIL form 1);
- A site location plan;
- Ground floor plans (existing and proposed);
- SHW Marketing letter and particulars;
- Planning Statement; and
- The requisite fee.

I trust you have sufficient information to progress the application but please do not hesitate to contact me if you require anything further.

Yours faithfully



SARAH HUFFORD

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