The Planning Inspectorate
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Mrs D Johnson
Adur District Council
Planning & Development Services
Department
Civic Centre
Ham Road
Shoreham By Sea
West Sussex
BN4 6PR

Your Ref: AWDM/1445/12

Our Ref: APP/Y3805/H/13/2192950

Date: 27 March 2013

Dear Mrs Johnson

Town and Country Planning (Control of Advertisements) (England) Regulations 2007
Appeal by Basepoint Centres Ltd
Site at Little High Street, Shoreham-by-sea, BN43 5EG

I have received advertisement appeal and accompanying documents for this site. I am your case officer, if you have any questions, please contact me.

I have checked the papers and confirm that the appeal is valid. If I later find out that this is not the case, I will write to you again.

The procedure and starting date

We consider that the written representations procedure is suitable and we intend to determine the appeal by this procedure.

The date of this letter is the **starting date** for the appeal.

Sending documents to us and looking at the appeal

If you post your documents, please:

- send one copy to us and one copy to the appellant/agent;
- put the full appeal reference number on each copy.

If you email them to the email address above please quote the full appeal reference number. Guidance on communicating with us electronically can be found in GPA Note 06, which is available from www.planningportal.gov.uk/pcs.

INVESTOR IN PEOPLE
POSITIVE ABOUT DISABLED PEOPLE

Whichever method you use to send your documents to us **you should confirm that you have sent a copy to the appellant/agent.**

You can look at this case using the Planning Casework Service
www.pcs.planningportal.gov.uk/pcsportal/casesearch.asp
by typing in the appeal reference number and clicking on "Search for Cases".

By 17 April 2013

In accordance with the Town and Country Planning (Control of Advertisements) (England) Direction 2007 your statement, photographs, scaled plan and any other relevant documents, should be sent to the appellant and us within 3 weeks of the starting date.

Please note the plans and photographs to be submitted are:

(i) one set of photographs of the appeal site and its surroundings; the photographs should be of good quality and, if possible, in colour;
and
(ii) a plan showing the location of the appeal site and the positions from which the photographs have been taken.

If you consulted about the original application you should include any representations you received. If you intend to consult about the appeal, you should include a list of those you consult and a copy of your notification letter.

You **must** complete and send a copy of the attached Essential Supporting Information form, along with the required documents, to us and to the appellant.

You should notify any consultation body (as defined by Regulation 13), and any other interested persons who made representations to you about the application, that the appeal has been made. You should tell them:-

i) that any comments they made at application stage will be sent to us and the appellant and if they want to make any additional comments, they must submit 3 copies no later than 3 weeks from the start date. If comments are submitted after the deadline, the Inspector will not normally look at them and they will be returned;
ii) when and where the appeal documents will be available for inspection;
iii) that the Planning Inspectorate will not acknowledge representations. We will, however, ensure that letters received by the deadline are passed on to the Inspector dealing with the appeal;
iv) that they can get a copy of our booklet 'Guide to taking part in advertisement appeals' either free of charge from you or on your website or, on the Planning Portal (www.planningportal.gov.uk); and
v) that the decision will be published on the Planning Portal.

You must allow anyone who wants to inspect the appeal documents a reasonable opportunity to do so.

Meeting the deadline

You must note the deadline for submitting your statement and supporting documents and the Essential Supporting Information. This will mean that we can deal with the appeal promptly and fairly. We will not send any reminders and Inspectors will not normally delay their decision to wait for any documents.

Site visit

We will arrange for one of our Inspectors to visit the appeal site and, if it is decided that he or she should be accompanied by the main parties, we will send you details nearer the time. If, however, an unaccompanied site visit can be made you will **not** be informed in advance and the Inspector should not be approached should you happen to observe him/her whilst he/she is conducting the site visit. If you were to do so the Inspector would of course identify him or herself but would not be able to engage in conversation with you at that time.

Planning obligations – section 106 agreements

A planning obligation, often referred to as a 'section 106 agreement', is either a legal agreement made between the LPA and a person 'interested in the land' or a legally binding undertaking signed unilaterally by a person 'interested in the land'. If you intend to submit a planning obligation you must read the guidance provided in GPA Note 16, which is available from www.planningportal.gov.uk/pcs. A certified copy must be submitted to me no later than 5 weeks from the start date.

Withdrawing the appeal

If you hear that the appeal is to be withdrawn, please telephone me immediately. If I receive written confirmation of this from the appellant, I will write to you.

Costs

The appellant has been directed to our advice pamphlet *'Costs awards in planning appeals'*. You should also be aware that costs may be awarded to either party.

Further information

Further information about the appeals process can be found in our Good Practice Advice Notes. These notes can be accessed at: www.planningportal.gov.uk/pcs Advice on producing statements is in GPA Note 07. I recommend that you read the relevant guidance.

All Regional Strategies (RS) have now had Strategic Environmental Assessments published into the potential impact of their revocation. Based on the findings of these Assessments the government will consider whether or not the RS should be revoked in line with its proposal to abolish Regional Strategies. Some have already been revoked in response and in her statement of 25 July 2012, Baroness Hanham stated that "the proposed revocation of the Regional Strategies may be regarded as a material consideration by decision makers when determining planning applications and appeals". In the circumstances, you should carefully consider the current status of the relevant RS in relation to this appeal if you are intending to refer to it in the evidence that you provide.

Yours sincerely

Simon Dunn

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