

From: Anna Tidey
Sent: 21 October 2025 10:10:17 UTC+01:00
To: "'Victoria Mustard'" <vicki@victoriamustardarchitects.com>
Cc: "servicesupport" <servicesupport@midsussex.gov.uk>; "Sally Johnson" <Sally.Johnson@midsussex.gov.uk>
Subject: RE: Invalid application DM/25/2397 - Witham Cottage, Felcot Road, Furnace Wood

Dear Vicki

Thank you for your email from last week.

I have received confirmation from the Service Support Team that the application type has been altered on the planning record system and the description has been amended, as agreed.

All that remains is the **payment of an additional £42.00** to make the application Valid. Please can you call one of my colleagues on 01444 477019 to arrange for this, and for the additional fee to be registered against the application reference DM/25/2397.

Thank you.

Regards

Anna

Submit your planning application online.
<http://www.planningportal.gov.uk>

Anna Tidey BA(Hons) MPhil MRTPI
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Development Management

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- **SAVE A TREE** Only print this email if absolutely necessary.

From: Victoria Mustard <vicki@victoriamustardarchitects.com>
Sent: 16 October 2025 13:55
To: Anna Tidey <anna.tidey@midsussex.gov.uk>
Cc: servicesupport <servicesupport@midsussex.gov.uk>
Subject: Re: Invalid application DM/25/2397 - Witham Cottage, Felcot Road, Furnace Wood

Dear Anna

I can confirm receipt of your email, and I agree to the change in application type and description as well as additional fee.

I will fill in the new form and submit it to you as well as arrange payment of the additional fee.

Thanks.

Kind regards,

Vicki

Victoria Mustard
B.ARCH, PG DIP ARCH, Part III Professional Practice, ARB Member

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Surrey Historic Buildings Trust Awards 2025 Shortlisted

On Wed, 15 Oct 2025 at 17:20, Anna Tidey <anna.tidey@midsussex.gov.uk> wrote:

Dear Victoria

I have been reviewing this application in detail today. Unfortunately, I have found that there has been an error on registration of the application. I am sorry that I have not picked up on this error earlier.

The application was accompanied by a **Non material amendment application form, and a fee of £44.00.**

However the revised plans should be considered under a Variation of condition application. Please **complete and return the attached application form and the payment of an additional £42.00.**

The application has been made **Invalid** today. Please can you confirm your agreement to the following revised description:

'Variation of condition 2 of planning application **DM/24/2772** to allow for substitution of drawings to show: the rear-facing first floor bedroom window to be changed to glazed French doors with fixed sidelights and fixed glazed window, addition of rooflight and rear Juliette balcony and on the front elevation reduced roof windows and the north side elevation corrected to show roof gutter line and hanging tiles to upper flank wall of first floor gable extension. '

Please confirm receipt of this email, your agreement of the revised description and the payment of the additional fee.

Once all of these matters are addressed/received the application can be made Valid again.

Regards

Anna Tidey

Planning Officer

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