

CIL Officer
Planning Policy and Conservation
Arun District Council
Arun Civic Centre
Maltravers Road
Littlehampton
West Sussex
BN17 5LF

Tel: 01903 737500
Email: cil@arun.gov.uk
Website: www.arun.gov.uk/cil

Mr J Doe
Doe House
Nyton Road
Aldingbourne
PO20 3US

Community Infrastructure Levy (CIL)

Demand Notice

Regulation 69, Community Infrastructure Levy Regulations (2010), as amended

For Other recipients, see end of notice

1. **Date Issued:** 6th October 2025
2. **CIL collecting authority:** Arun District Council, Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex, BN17 5LF
3. **Name and address of liable recipient:** Mr J Doe Doe House Nyton Road Aldingbourne PO20 3US
4. **Date of valid or deemed commencement of development:** 6th October 2025
5. **Details of chargeable development to which this demand notices relates:**
 - a. **Planning Permission Reference:** AL/40/21/PL
 - b. **Demand Notice Reference** 1050
 - c. **Site address:** Land adjacent to Byfields Nyton Road Westergate PO20 3US
 - d. **Development of Description:** Construction of 1 No. 3 bed dwelling. This application is in CIL Zone 2 & is CIL liable as new dwelling.
6. **Reason for issuing demand notice:**

Development is deemed by the CIL collecting authority to have commenced; Liability has been imposed on the default liable party under regulation 36 (SI 2010/948).

**7. The outstanding amount of CIL payable, including surcharges, that this demand notice relates to is:
£35,152.10**

Failure to submit a Commencement Notice (Reg 83). Where a chargeable development is commenced before the collecting authority has received a valid commencement notice, the collecting authority may impose a surcharge equal to 20% of the chargeable amount payable or £2500, whichever is the lower amount. **Surcharge imposed: £2500**

Failure to assume liability before commencement (Reg 80.) The surcharge is £50 on each person liable to pay CIL. This is due as chargeable development has started and nobody has assumed CIL liability. Payment of the full amount of this Demand Notice is due in full on the intended commencement date. **Surcharge imposed: £50**

8. When will this amount be due for payment?

The above CIL amount is **due for payment immediately** (except if there is an appeal) and is subject to interest being added at the Bank of England base rate, plus 2.5 percentage points. Failure to pay this amount may lead to the CIL collecting authority taking enforcement action against you to penalise late payment and/or recover this money. This includes late payment surcharges of 5% of the CIL amount due which the CIL collecting authority may impose no earlier than 30 days after the CIL first became due for payment. Please see the Ministry for Housing and Local Government Guidance regarding the Community Infrastructure Levy, for more information: <https://www.gov.uk/guidance/community-infrastructure-levy#collecting-the-levy>

9. Method and receipt of payment:

Please treat this Demand Notice as your invoice. You must pay by the due date(s) described above.

Best way to Pay:

Direct Bank Transfer -
Account Name **Arun District Council**
Sort Code **30-80-12**
Account **14615968**.

Ensure you quote the Planning Permission Reference and Demand Notice Reference shown above.

Receipt of your payment will be acknowledged by the CIL Officer within 10 working days.

In order to protect you from on-line fraud, you may wish to verify this Demand Notice by independently contacting the CIL officer prior to making any direct payment.

For more information about payment in any combination to the CIL collecting authority and/or transfer of land or infrastructure to Arun District Council as the beneficiary of the land transfer, [See the CIL guidance on "Payment in kind" for more information.](#)

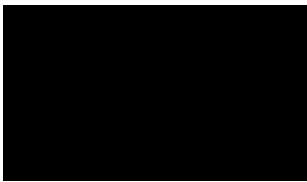
If you are not the applicant, works have not commenced on your land and you have not agreed for works to commence on your land, then under regulation 69A of the CIL Regulation 2010 (as amended) you may make a request for a suspension of this demand notice until any such works are commenced. Please contact cil@arun.gov.uk for more details.

10. Rights of Appeal

You may appeal against any decision by the CIL collection authority to deem that development has commenced by doing so to the Planning Inspectorate within 28 days of receiving notice of such a decision by the CIL collecting authority. [View further details of CIL appeals](#)

You may appeal against this surcharge to the Planning Inspectorate within 28 days of the date of this notice. [View further details of CIL appeals](#)

Yours faithfully



Neil Crowther
Group Head of Planning