

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

21 September 2020

Mrs K Vince  
414 Chichester Road  
Bersted  
West Sussex  
PO21 5DR

Tel: 01903 737500 ext. 37448  
Email: [cil@arun.gov.uk](mailto:cil@arun.gov.uk)  
Website: [www.arun.gov.uk/cil](http://www.arun.gov.uk/cil)

## Community Infrastructure Levy (CIL)

### Liability Notice

#### Regulation 65, Community Infrastructure Levy Regulations (2010), as amended

1. **Date Issued:** 21 September 2020
2. **CIL collecting authority:** Arun District Council, Arun Civic Centre, Maltravers Road, Littlehampton, West Sussex, BN17 5LF
3. **Name and address of liable recipient:** Mrs K Vince 414 Chichester Road Bersted West Sussex PO21 5DR
4. **Details of chargeable development to which this liability notices relates:**
  - a. **Planning Permission Reference:** BE/63/20/HH
  - b. **Liability Notice Reference** 950
  - c. **Site address:** 414 Chichester Road Bersted PO21 5DR
  - d. **Development of Description:** Conversion of garage to one bed annex with single storey extension.

#### 5. CIL Liability

£0.00 of Community Infrastructure Levy is payable to Arun District Council as the CIL collecting authority, on commencement of development on planning permission BE/63/20/HH. This charge has been levied under Arun District Council's CIL charging schedule and s211 of the Planning Act 2008. Further details on payment procedures can be found at point 8.

I acknowledge receipt of Form 2 (Assumption of Liability), therefore the person stated at paragraph 3 is liable for CIL and will receive the Demand Notice where applicable.

## 6. How we calculated this figure

We calculated this figure from the following information:

| Dev. Type<br>CIL Rate £                 | Floorspace<br>m2                                        | Self-Build /<br>Annexe<br>Exemption | TPI Used | Calculated<br>Date | CIL Amount |
|-----------------------------------------|---------------------------------------------------------|-------------------------------------|----------|--------------------|------------|
| Zone 4 Res<br><= 10<br><br>CIL Rate 100 | Gross: 38<br>Demolished:<br>Retained: 30<br>Increase: 8 | £800.00                             | 334      | 23-08-2020         | 0.00       |

## 7. You have been granted Self-Build Dwelling/Residential Annexe Exemption from CIL.

Therefore you will not be issued with a Demand Notice to pay CIL provided you have submitted all the relevant exemption claim forms, Assumption of Liability (Form 2) and the Commencement Notice (Form 6), no later than the day before the day on which the chargeable development is to be commenced.

<https://www.arun.gov.uk/cil#forms>

The exemption granted in this notice is subject to a disqualifying event not occurring within three years of completion\* of development. For further information, please see the Ministry for Housing, Communities and Local Government's guidance: <https://www.gov.uk/guidance/community-infrastructure-levy#relief-and-exemptions>

\*Completion for the purposes of CIL exemption is defined as the issuing of a compliance certificate for this development issued under either regulation 17 (completion certificates) of the Building Regulations 2010 or section 51 of the Building Act 1984 (final certificates)

If the exemption and relief procedures are followed you may ignore Part 8 of this Notice.

## 8. When will this CIL amount be due for payment?

Do not send payment until we send you a Demand Notice, this will detail how much and when to pay.

If the payment procedure is followed correctly, this CIL amount will be payable in accordance with the Council's instalment policy:

## 9. The amount of CIL liability in this notice is a local land charge

Self-Build or Residential Annexe Exemption will be cancelled three years after completion of development. But if a disqualifying event has occurred the Land Charge will only be removed on full payment of the

amount due.

**10. New liability notices may be issued**

Any change in the details contained in this notice (including calculation of the chargeable amount or amount of relief granted) will lead to the collecting authority issuing a new liability notice.

**11. Do you think we have made a mistake in our calculations?**

You may submit a request for us to review it under Regulation 113 of the CIL Regulations 2010 (as amended ) within 28 days of the date issued. If you are unhappy with the calculation following this review, you can appeal to the Valuation Office Agency . [View further details of CIL appeals.](#)

This notice has also been copied to the following recipients:

| Name and address of other recipient(s) of this notice                              | Category of recipient |
|------------------------------------------------------------------------------------|-----------------------|
| Arun District Council                                                              | Land Charges          |
| Mr C Barrow<br>Studio 1<br>Manor Nursery<br>Lagness Road<br>Chichester<br>PO20 1LJ | Agent                 |

Yours faithfully



**Neil Crowther**  
**Group Head of Planning**