

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk



From: Julie Grieves
Sent: 13 January 2023 08:52

Subject: RE: Commencement Reminder BN/56/20/PL

Good morning,

A Form 6 is a CIL Commencement Notice. It must be received before commencing any works.

I attach a copy of the Liability Notice that was sent on decision.

I also attach a link to the forms. [Community Infrastructure Levy \(CIL\) | Arun District Council](#).

Many thanks,

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737500 Ext 37408

E: julie.grieves@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk



Sent: 13 January 2023 08:16

To: Julie Grieves <julie.grieves@arun.gov.uk>

Subject: Commencement Reminder BN/56/20/PL

CAUTION: This email originated from outside of the organisation. You should take extra care when clicking links or opening attachments - if you are unsure the content is safe contact the IT Helpdesk before clicking or opening.

Hello Julie,

Thank you for your email. I am Sara Billingham's father and as I am retired I am handling the paperwork for the build. Can you explain what a Form 6. is and can you provide a copy of the form?

Through our Building Control surveyor we have filed a commencement notice with the planning department.

The build has been unavoidably delayed due to covid etc. but we did pay the fees and send various forms some time ago.

Regards

Albert Plumb



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

11 August 2020

Ms S Billingshurst
33 Hill Lane
Barnham
West Sussex
PO22 0BL

Tel: 01903 737500 ext. 37448
Email: cil@arun.gov.uk
Website: www.arun.gov.uk/cil

Community Infrastructure Levy (CIL)

Liability Notice

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

1. **Date Issued:** 11 August 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:** Ms S Billingshurst 33 Hill Lane Barnham West Sussex PO22 0BL
4. **Details of chargeable development to which this liability notices relates:**
 - a. **Planning Permission Reference:** BN/56/20/PL
 - b. **Liability Notice Reference** 925
 - c. **Site address:** 33 Hill Lane Barnham PO22 0BL
 - d. **Development of Description:** Demolition of existing shed/garage & erection of 1 No detached dwelling. This application affects a Right of Way.

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 BN/56/20/PL. 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 CIL Rate £	Floorspace m2	Self-Build / Annexe Exemption	TPI Used	Calculated Date	CIL Amount
Zone 3 Res <= 10 CIL Rate 150	Gross: 117 Demolished: Retained: Increase: 117	£17,550.00	334	09-06-2020	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
Helyer Davies Architects Ltd 1 The Old Flour Mill Queen Street Emsworth PO10 7BT	Agent
Arun District Council	Land Charges
Mr & Mrs Plumb 33 Hill Lane Barnham West Sussex PO22 0BL	Owner

Yours faithfully



Neil Crowther
Group Head of Planning