

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



From: Julie Grieves
Sent: Thursday, February 22, 2024 11:35 AM
To: Sara Billinghamurst [REDACTED]
Subject: RE: CIL Completion Reminder - BN/56/20/PL

Thank you for confirming, I really appreciate that.

Nothing to do until you have completed.

Thanks again,
Julie

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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Littlehampton, West Sussex, BN17 5LF

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From: Sara Billinghamhurst [REDACTED]
Sent: Thursday, February 22, 2024 11:33 AM
To: Julie Grieves <julie.grieves@arun.gov.uk>
Subject: Re: CIL Completion Reminder - BN/56/20/PL

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Hi Julie

This is in my diary but the build is not yet complete. We hope to complete it in May and you will receive the form shortly afterwards.

If I need to do anything before June please let me know.

Kind regards

Sara Billinghamhurst

Sent from [Outlook for Android](#)

From: Julie Grieves <julie.grieves@arun.gov.uk>
Sent: Thursday, February 22, 2024 10:54:15 AM
To: Sara Billinghamhurst [REDACTED]
Subject: CIL Completion Reminder - BN/56/20/PL

Dear Ms Billingshurst,

I refer to the above CIL Liabile Planning Application. I am emailing you today with regards to the above application and CIL. Self Build relief was granted on the development reducing the CIL Charge to zero. One of the conditions of receiving this was that you must submit a Form 7 Self Build Form Part 2 within 6 months of completing the build.

Could you confirm whether the build has been completed and forward the relevant evidence as required per the Form 7 Part 2. Please email the Form 7 Part 2 form and necessary evidence to cil@arun.gov.uk (the evidence required is stipulated on the form which can be found online at www.arun.gov.uk/cil). Failure to provide this within 6 months of completion is a disqualifying event and will result in loss of relief and full payment due immediately.

Kind regards,

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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