

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



Sent: 01 March 2023 08:31

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

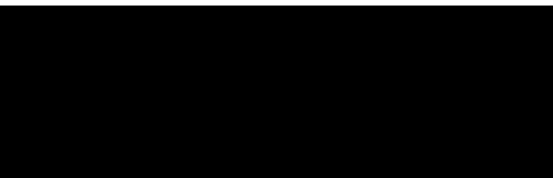
Subject: Re: CIL Commencement Notices - BR/107/21/PL approved 09-07-21 for the three new houses.

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Apologies Julie, BR/107/21/PL. Is it this application you are referring to? If so, this is not going to proceed.

Michael Bish RIBA
ADM ARCHITECTS

Office - TRINITY, GOODWOOD, CHICHESTER, WEST SUSSEX, PO18 0NW, UNITED KINGDOM.



website - <http://www.admarchitects.co.uk>

On 1 Mar 2023, at 08:25, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Good morning Michael,

That number is for a roof extension. Probably not the development you mean. I would say though that if the permission is not going ahead, you just let it run its course. It expires after 3 years anyway. If you could confirm the site address, I can make a note on the CIL record.

Many thanks,
Julie

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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<image001.jpg> __<image002.jpg> __<image003.jpg> __

<image004.jpg>

Sent: 01 March 2023 08:20

To: Jason Weller

Cc: Julie Grieves <Julie.Grieves@arun.gov.uk>; Alex Eggett

Subject: Re: CIL Commencement Notices - BR/017/21/PL approved 09-07-21 for the three new houses.

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Morning Jason,

Hope the travels are going well! I have tried to call you a few times, though often I just receive a message saying your telephone is switched off?

I assume this is regarding application BR/017/21/PL approved 09-07-21 for the three new houses?

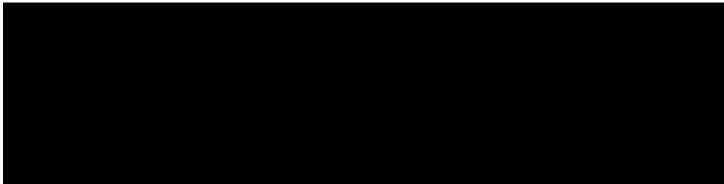
If so, I think you should inform ADC that you have now sold the property and site and that you are no longer responsible for any future development of the site. Also it maybe worth pointing out, that you beleive the project is not actually going to proceed anyway.

I will copy this email to Julie Grieves of ADC and Alex too.

I am not sure what is required to be done if an application approval is not going to proceed? **Julie, can you advice please.** Thank you.

Michael Bish RIBA
ADM ARCHITECTS

Office - TRINITY, GOODWOOD, CHICHESTER, WEST SUSSEX, PO18 0NW, UNITED KINGDOM.



website - <http://www.admarchitects.co.uk>

On 28 Feb 2023, at 16:44, Jason Weller [REDACTED] wrote:

FYI

----- Original message -----

From: Julie Grieves <Julie.Grieves@arun.gov.uk>

Subject: CIL Commencement Notices

Date: Tuesday, 28 February 2023 1:32 PM

Good afternoon,

You are receiving this email as you are either an applicant, agent or liable person on an application that is CIL Liable.

I thought it might be the right time just to give another reminder of what is expected after you have received a Liability Notice and **before you commence works.**

- Householder extensions are not required to submit a Form 6 Commencement Notice.
- Everyone else should submit a Form 6 Commencement Notice (and have it acknowledged) at least a working day **before** commencement. We must, if you haven't already done so, receive a completed Form 2 Assumption of Liability Notice before, or with, the Form 6 Commencement Notice. Failure to follow these steps will result in you losing your right to pay in instalments and incurring surcharges and possibly late payment interest.
- Note that **commencement** may be preparing/clearing and **demolition** as well as putting in footings – see section 55 of the Town and Country Planning Act 1990: <http://www.legislation.gov.uk/ukpga/1990/8/par/III/crossheading/meaning-of-development>
- Even if you have been granted relief (apart from Householder Extension Relief) you still need to forward the above.

Forms can be found here:-

Form 2 - <https://www.arun.gov.uk/cil>

Form 6 - <https://www.arun.gov.uk/cil>

If you are no longer the Liable Person, you must withdraw your existing Assumption of Liability. Withdrawal or transfer of liability forms are available here [Community Infrastructure Levy \(CIL\) | Arun District Council](#)

If you are an agent and we do not have email details for your clients, please send this information on to remind them of the next steps. These details are all on the Liability Notices so please make sure they are fully read. Can I please request that you enter your clients email address, on the application forms on submission. It is a requirement that all notices are sent to the 'relevant' parties and with delays in delivery times, it is easier to send all documentation via email and it just makes the process a little easier if the information is already there. I can update these details at any time so if you have not provided an email for your applicant, please forward (you will be receiving this email as we do not have an email for one or more of your clients). It also saves you receiving emails like this.

Kind regards,

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737500 Ext 37408

E: julie.grieves@arun.gov.uk

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