

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

In line with flexible working arrangements, I occasionally send emails outside of working hours. If this arrives outside your normal working hours, please do not feel compelled to respond immediately.



Our priorities...

| | | | | |
|---|--|--|--|---|
|  A circular icon containing a white heart with a blue ECG line through it. |  A circular icon containing a white house with three people inside. |  A circular icon containing a white lightbulb with a green leaf inside. |  A circular icon containing a white brick wall pattern. |   A QR code and the Arun District Council logo, which features a blue wavy line above the word 'ARUN' in a bold, sans-serif font, with 'DISTRICT COUNCIL' in smaller letters below it. |
| Improving the wellbeing of Arun | Delivering the right homes in the right places | Supporting our environment to support us | Fulfilling Arun's economic potential | |

From: Bruna [REDACTED]
Sent: 20 June 2025 11:32
To: Julie Grieves <Julie.Grieves@arun.gov.uk>
Cc: Gayna Yeandle [REDACTED] Fuller Architects [REDACTED]
Subject: Fwd: EP/33/25/PL - Seafield Lodge

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.

Hi Julie

Please find the email again with forms 2 and 7.

Could you please confirm receipt?

Kind regards

B r u n a F l e c k A R B R I B

Project Architect

F U L L E

• ARCHITECTS

This electronic message contains information that may be privileged and confidential. The information is intended to be for the use of the individual(s) named above. If you are not the intended recipient, please be aware that any disclosure, copying, distribution or use of the contents is prohibited. If you have received this message in error, please delete it and notify me immediately.

General Data Protection Regulations

In order to comply with the General Data Protection Regulations any personal information such as name, postal address, telephone number, and email address given will only be used to provide a requested service and will not be disclosed to any other third party without your prior permission or unless we are required to do so by law.

Begin forwarded message:

From: Bruna [REDACTED]
Subject: Re: EP/33/25/PL - Seafield Lodge
Date: 12 June 2025 at 11:25:29 BST
To: Julie Grieves <Julie.Grieves@arun.gov.uk>

[REDACTED] Fuller Architects
[REDACTED]

Dear Julie

Please find attached CIL forms 2 and 7, on behalf of our client.

Let us know if you require any further information.

Kind regards

Bruna Fleck ARB RIBA
Project Architect

11 The Parade
Willowhayne Crescent
East Preston
West Sussex
BN16 1NS

[REDACTED]
[REDACTED]
www.fuller-architects.co.uk

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On 12 Jun 2025, at 11:16, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Good morning,

The above application was approved conditionally yesterday and I am now in a position to issue the CIL Liability Notice (LN).

You indicate you are applying for self-build relief but we have yet to receive forms and although we don't require these until the day before you commence, if you can submit them before, I can process these and issue the LN showing the relief granted.

Please forward the Form 2 Assumption of Liability and Form 7 Part 1 Self Build.

[form 2 assumption of liability.pdf](#)

[form 7 self build part 1 exemption claim.pdf](#)

Many thanks,

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737947
E: julie.grieves@arun.gov.uk

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<https://www.arun.gov.uk>

DX 57406 Littlehampton

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