

FW: FG/26/25/HH - 8A South Drive, Ferring

Hello,

Please can you upload as follows:

- Redacted and unredacted for FG/26/25/HH - CILCORRES_W & CILCORRES – “email with agent re CIL”
- Copy on LAM, ref 1662 – CILCORRES – “email with agent re CIL”



Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

Arun District Council, Civic Centre, Maltravers Rd

Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk

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Our priorities...



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: Julie Grieves

Sent: 22 April 2025 12:20

To: Debbie Boulton [REDACTED]

Subject: RE: FG/26/25/HH - 8A South Drive, Ferring

Hi Debbie,

Sorry for the delay in responding, I have been on annual leave. There is no CIL liability. The record has been closed.

Kind regards

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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From: Debbie Boulton [REDACTED]
Sent: 17 April 2025 15:18
To: Julie Grieves <Julie.Grieves@arun.gov.uk>
Subject: Re: FG/26/25/HH - 8A South Drive, Ferring

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Hi Julie

This application has just been granted, Do I have to complete cil form 2?

On Mon, 7 Apr 2025 at 11:46, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Good morning Debbie,

Yes, from a CIL point of view, it's all ok. The in-use proof has enabled us to deduct the existing from the proposed and reduce the liability to zero. Therefore, if the application is approved, there won't be a CIL liability.

Kind regards,

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.griev@arun.gov.uk

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From: Debbie Boulton [REDACTED]

Sent: 07 April 2025 11:10

Cc: Julie Grievs <Julie.Griev@arun.gov.uk>

Subject: Re: FG/26/25/HH - 8A South Drive, Ferring

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Hi Julie

I just wanted to check in with this application as the decision date is fast approaching to make sure you have everything you need from us.

Best Wishes

Debbie

On Tue, 4 Mar 2025 at 18:48, Shaun Wyles [REDACTED] wrote:

Dear Julie

Thank you for responding to our planners so swiftly. Having spoken with Debbie, I understand copies of our Arun Council Tax bill and Southern Water utility bill will suffice to meet your request. I attach photos of both here with.

Thank you again for your assistance with this matter.

Kind regards

Shaun Wyles

On 3 Mar 2025, at 11:18, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Thanks Debbie,

Self contained annexes and dwelling are CIL regardless. However, if you can provide in use proof that the dwelling has been in continuous use for a period of 6 months within the last 3 years – we can deduct the existing from the proposed and it will reduce the liability to zero.

Utility bills and council tax bill usually suffice.

Regards,

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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[<image003.jpg>](#)

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[<image004.jpg>](#)

From: Debbie Boulton [REDACTED]

Sent: 03 March 2025 11:11

To: Julie Grieves <Julie.Grieves@arun.gov.uk>; Shaun Wyles [REDACTED]

Subject: Re: FG/26/25/HH - 8A South Drive, Ferring

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Hi Julie

Sorry about this one, I was slightly confused as to what the right thing to do was because the space isn't being extended. All the walls are already there. even with the lean too.

It says on question 6..

Please note, conversion of a single dwelling house into two or more separate dwellings (without extending them) is not liable for CIL.

If this is the sole purpose of your development proposal, you should answer 'No' to Question 4b above.

Having said that, I have attached the amended CIL form and form 2 and 8 on behalf of the homeowner (cc'd into this email).

Kind Regards

Debbie

On Fri, 28 Feb 2025 at 09:02, Julie Grieves <Julie.Grieves@arun.gov.uk> wrote:

Dear Mr Shear,

I am dealing with the above application and CIL. Question 4b on the Form 1 Additional Information should be 'yes'. Please submit amended forms according, completing the rest of the form as well.

If you believe you qualify for residential annexe relief, please forward a completed Form 2 Assumption of Liability and a Form 8 Residential Annex Relief.

I look forward to hearing from you,

Julie Grieves,

Senior CIL Officer, Planning

T: 01903 737947

E: julie.grieves@arun.gov.uk

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Kind Regards

Debbie Boulton

██████████

Admin to Shear Architectural Design Ltd.

[Shear Architectural Design Ltd](#)

WORKING HOURS - Mondays, Tuesdays and Thursdays 9.30am-5.00pm.

Darryl Shear BA (Hons) Arch PGCE NPQSL - Architectural Designer

██████████

VAT number 334538890

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Debbie Boulton

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Darryl Shear BA (Hons) Arch PGCE NPQSL - Architectural Designer

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