



**SUSSEX BUILDING
CONSULTANCY LIMITED**
3 NORTHCOTE ROAD, BOGNOR REGIS. PO21 5LZ

Development Control
Arun District Council
Maltravers Road
LITTLEHAMPTON
BN17 5LF.

27 February 2020

Dear sir/madam,

Ref Certificate of lawful use existing relating to use of a small office with bathroom facilities – 44B Summerley Lane, Felpham, Bognor Regis, PO22 7HX.

I refer to the above mentioned property and the Lawful Development Certificate for an Existing Use, submitted today via the Planning Portal, (Ref – PP).

In support of this application I attach copies of the following to be appended to the file for consideration;-

Affidavit by Mrs J Shilton, signed and dated 1 May 2019.

A copy of the solicitors (The Neville & Jones Partnership) letter confirming purchase of the property known as 44A and 44B Summerley Lane, Bognor Regis dated **24 February 2005**.

BUSINESS RATES – ARUN DC

A copy of the 'Notice of Alteration to the 2005 Rating List' from Valuation Officer dated **25 May 2005**.

A copy of a 'non domestic rates' demand notice (1 April 2005 – 31 March 2006) from Arun District Council dated **14 January 2006**.

A copy of a 'non domestic rates' demand notice (1 April 2006 – 31 March 2007) from Arun District Council dated **26 September 2006**.

A copy of a 'non domestic rates' demand notice (1 April 2007 – 31 March 2008) from Arun District Council dated **14 March 2007**.

A copy of a 'non domestic rates' demand notice (1 April 2008 – 31 March 2009) from Arun District Council dated **12 March 2008**.

A copy of a 'non domestic rates' demand notice (1 April 2011 – 31 March 2012) from Arun District Council dated **9 March 2011**.

A copy of a 'non domestic rates' demand notice (1 April 2011 – 31 March 2012) from Arun District Council dated **12 May 20011**. (refers to dating back to April 2010).

A copy of a 'non domestic rates' demand notice (1 April 2011 – 31 March 2012) from Arun District Council dated **20 September 20011**. (refers to dating back to April 2010).

A copy of a 'non domestic rates' demand notice (1 April 2012 – 31 March 2013) from Arun District Council dated **9 March 20012**.

A copy of a 'non domestic rates' demand notice (1 April 2013 – 31 March 2014) from Arun District Council dated **14 March 20013**.

A copy of a 'non domestic rates' demand notice (1 April 2014 – 31 March 2015) from Arun District Council dated **12 March 20014**.

A copy of a 'non domestic rates' demand notice (1 April 2015 – 31 March 2016) from Arun District Council dated **12 March 20015**.

A copy of a 'non domestic rates' demand notice (1 April 2016 – 31 March 2017) from Arun District Council dated **10 March 20016**.

A copy of a 'non domestic rates' demand notice (1 April 2017 – 31 March 2018) from Arun District Council dated **9 March 20017**.

A copy of a 'non domestic rates' demand notice (1 April 2018 – 31 March 2019) from Arun District Council dated **9 March 20018**.

UTILITIES

British Telecom

A copy of an invoice from British Telecom for supply of telephone line and services dated **17 January 2006**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **16 July 2007**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **9 April 2008**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **11 October 2009**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **11 October 2010**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **11 April 2011**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **4 September 2012**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **4 June 2013**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **15 October 2014**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **3 June 2015**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **11 May 2016**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **3 September 2017**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **16 April 2018**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **16 July 2019**.

A copy of an invoice from British Telecom for supply of telephone line and services dated **16 January 2020**.

A copy of an invoice from Southern Electric for supply of electricity dated **12 April 2005**.

Portsmouth, Scottish and Castle Water Company

A copy of a letter from Portsmouth Water Company confirming recommendation of a meter installation at the property dated **26 July 2006**.

A copy of a receipt for water services from Portsmouth Water Company dated **4 July 2007**.

A copy of a receipt for water services from Portsmouth Water Company dated **21 February 2008**.

A copy of a receipt for water services from Portsmouth Water Company dated **24 August 2009**.

A copy of a receipt for water services from Portsmouth Water Company dated **13 September 2010**.

A copy of a receipt for water services from Portsmouth Water Company dated **21 February 2011**.

A copy of a receipt for water services from Portsmouth Water Company dated **17 August 2012**.

A copy of a receipt for water services from Portsmouth Water Company dated **20 February 2013**.

A copy of a receipt for water services from Portsmouth Water Company dated **11 September 2014**.

A copy of a receipt for water services from Portsmouth Water Company dated **4 March 2015**.

A copy of a receipt for water services from Portsmouth Water Company dated **18 February 2016**.

A copy of a receipt for water services from Scottish Water Company dated **6 September 2017**.

A copy of a receipt for water services from Castle Water Company dated **6 June 2018**.

A copy of a receipt for water services from Castle Water Company dated **10 June 2019**.

Southern Electricity

A copy of a receipt for electricity services from Southern Electric dated **7 July 2005**.



A copy of a receipt for electricity services from Southern Electric dated **7 April 2006**.
A copy of a receipt for electricity services from Southern Electric dated **9 July 2007**.
A copy of a receipt for electricity services from Southern Electric dated **10 April 2008**.
A copy of a receipt for electricity services from Southern Electric dated **16 October 2009**.
A copy of a receipt for electricity services from Southern Electric dated **5 October 2010**.
A copy of a receipt for electricity services from Southern Electric dated **11 April 2011**.
A copy of a receipt for electricity services from Southern Electric dated **15 October 2012**.
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A copy of a receipt for electricity services from Southern Electric dated **4 October 2019**.
A copy of a receipt for electricity services from Southern Electric dated **9 January 2020**.

I hope that this detail is self-explanatory and I look forward to receiving confirmation of the acceptance of the proposals, however, should you wish to discuss any matter then please do not hesitate to contact me.

Yours sincerely,

Chris Moore BSc (Hons), C.Build E MCABE

Cc – Mrs J Shilton, 44B Summerley Lane, Felpham, PO22 7HX.