

[REDACTED]

Please scan and upload the email below from the applicant confirming that we have an extension of time to determine application LU/205/21/PO to Friday 29th October 2021.

Thanks,

Michael

From: Sophie Emerson-McIntee [REDACTED]
Sent: 20 October 2021 07:58
To: Michael Eastham <Michael.Eastham@arun.gov.uk>
Cc: Arjan De Jong [REDACTED] Sofina Ahmed [REDACTED]
Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B] [TH-THL.FID119066937]

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 Mike

Yes agreed

Kind regards
Sophie

Sophie Emerson-McIntee
Solicitor

Trowers & Hamlins LLP
The Senate
Southernhay Gardens
Exeter
EX1 1UG
DX 8343 Exeter

[REDACTED]

www.trowers.com

Sent with BlackBerry Work
(www.blackberry.com)

From: Michael Eastham <Michael.Eastham@arun.gov.uk>
Date: Wednesday, 20 Oct 2021, 7:44 am
To: Sophie Emerson-McIntee [REDACTED]

Cc: Arjan De Jong [REDACTED] Sofina Ahmed [REDACTED]
Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B] [TH-THL.FID119066937]

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Sophie,

Further to your email below, please could I have an extension of time to determine application **LU/205/21/PO** to **Friday 29th October 2021**.

Kind regards,

Michael

From: Sophie Emerson-McIntee [REDACTED]
Sent: 19 October 2021 18:25
To: Sofina Ahmed [REDACTED] Julia Robertson [REDACTED]
Cc: Charlotte Nash [REDACTED] Michael Eastham <Michael.Eastham@arun.gov.uk>
Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B] [TH-THL.FID119066937]

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Hi Sofina

The DOVs have been signed today and have now been sent back to our London office, we will then send out to Charlotte so I anticipate the County Council will be in a position to sign early next week before sending on to Arun for sealing and completion.

Kind regards
Sophie

Sophie Emerson-McIntee
Associate

Trowers & Hamlins LLP
The Senate
Southernhay Gardens
Exeter
EX1 1UG
DX 8343 Exeter

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From: Sofina Ahmed [REDACTED]
Sent: Thursday, 14 October 2021 10:51
To: Sophie Emerson-McIntee [REDACTED] Julia Robertson [REDACTED]
Cc: Charlotte Nash [REDACTED]

Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B] [THL.FID119066937]

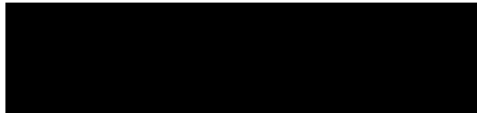
This email originated from outside the firm

Hi Sophie,

Further to my email below, I have just spoken with Charlotte and am told that the DOVs have not reached her yet. Have your clients signed the documents?

Kind regards

Sofina Ahmed
Trainee Solicitor,
Legal Services



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

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<https://protect-eu.mimecast.com/s/143JCxkz9c9j7KRUwJult/>
`style='position:absolute;left:0;text-align:left;margin-left:0;margin-top:0;width:31.5pt;height:31.5pt;z-index:251658240;visibility:visible;mso-wrap-style:square;mso-width-percent:0;mso-height-percent:0;mso-wrap-distance-left:9pt;mso-wrap-distance-top:0;mso-wrap-distance-right:9pt;mso-wrap-distance-bottom:0;mso-position-horizontal:left;mso-position-horizontal-relative:text;mso-position-vertical:absolute;mso-position-vertical-relative:line;mso-width-percent:0;mso-height-percent:0;mso-width-relative:page;mso-height-relative:page' o:allowoverlap="f" o:button="t">`

THL.FID119066937]

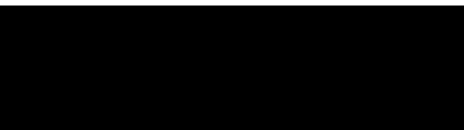
Good Morning Sophie,

Thank you for your email received in my absence when I was out of the office to undertake the PSC.

Please can you advise what date the Deeds were returned to Arun, and whether WSCC have already signed them?

Kind regards

Sofina Ahmed
Trainee Solicitor,
Legal Services



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

Sofina
Ahmed
Sent: 14
October 2021
09:15
To: Sophie
Emerson-
McIntee ; Julia
Robertson
Cc: Charlotte
Nash
Subject: RE:
Invoice re
preparation of
S106 DoV Land
at Courtwick
Lane
Littlehampton
[DPS:LM:8644:B]
[TH-

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Sophie
Emerson-
McIntee

[https://protect-
eu.mimecast.com/s/143JCxkz9c9j7KRUwJult/](https://protect-eu.mimecast.com/s/143JCxkz9c9j7KRUwJult/)
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align:left;margin-left:0;margin-
top:0;width:31.5pt;height:31.5pt;z-
index:251661312;visibility:visible;mso-wrap-
style:square;mso-width-percent:0;mso-
height-percent:0;mso-wrap-distance-
left:9pt;mso-wrap-distance-top:0;mso-wrap-
distance-right:9pt;mso-wrap-distance-
bottom:0;mso-position-horizontal:left;mso-
position-horizontal-relative:text;mso-position-
vertical:absolute;mso-position-vertical-
relative:line;mso-width-percent:0;mso-
height-percent:0;mso-width-
relative:page;mso-height-relative:page'
o:allowoverlap="f" o:button="t">

Sent: 08 October 2021 12:12

To: Sue Dudley [REDACTED] Julia Robertson [REDACTED]

Cc: Sofina Ahmed [REDACTED]

Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B]
[TH-THL.FID119066937]

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Thanks, Sue

Sofina – can you please confirm once the DOV has completed?

Kind regards

Sophie

Sophie Emerson-McIntee

Associate

Trowers & Hamblins LLP

The Senate

Southernhay Gardens

Exeter

EX1 1UG

DX 8343 Exeter

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From: Sue Dudley [REDACTED]

Sent: Friday, 08 October 2021 12:03

To: Julia Robertson [REDACTED]

Cc: Sophie Emerson-McIntee [REDACTED] Sofina Ahmed [REDACTED]

Subject: RE: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B]
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Hi Julia

Thank you for letting me know. I can confirm that the monies have been transferred in full to Arun District Council.

Kind Regards

Sue

Sue Dudley
Systems Administrator
Legal Services

From: Julia Robertson

[REDACTED]
Sent: Thursday, October 7, 2021 11:38:42 AM

To: Sue Dudley [REDACTED]

Cc: Sophie Emerson-McIntee [REDACTED]; Sofina Ahmed [REDACTED]

Subject: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B]

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Morning Sue

We spoke yesterday when we verified the bank account details to settle the attached invoice. I confirm that the monies have been sent and they will arrive in the Council's bank account imminently (and will be today).

Kind regards,

Julia Robertson
Senior Associate

Trowers & Hamlins LLP
3 Bunhill Row
London
EC1Y 8YZ
DX 774 Lon/City

[REDACTED]
www.trowers.com

From: Sue Dudley [REDACTED]

Date: Wednesday, 06 Oct 2021, 2:19 pm

To: Sophie Emerson-McIntee [REDACTED]

Cc: Sofina Ahmed [REDACTED]

Subject: FW: Invoice re preparation of S106 DoV Land at Courtwick Lane Littlehampton [DPS:LM:8644:B]

This email originated from outside the firm

SENT ON BEHALF OF SOFINA AHMED

Dear Sophie

Please find attached invoice, sent on behalf of Sofina.

We require cleared funds before completion.

Kind Regards

Sue

Sue Dudley
Systems Administrator
Legal Services

From: Liz Harris

on behalf of Accounts
Receivable

Arun District Council - The Civic Centre Maltravers Road LITTLEHAMPTON BN17 5LF

www.arun.gov.uk

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Sent: Wednesday, October 6, 2021 11:56:05 AM

To: Sue Dudley

Subject: Invoice

Morning

Invoice as requested.

Kind Regards

Liz Harris

Accounts Receivable Assistant, Finance

Working days: Wednesday AM, Thursday AM

& Friday AM/PM.



Arun District Council, Civic Centre, Maltravers Rd, Littlehampton, West Sussex, BN17 5LF

www.arun.gov.uk

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

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COVID-19 – Our offices are open with a capped number of staff attending each day. The health and wellbeing of all our staff and clients remains our top priority, and accordingly, the majority of our staff are continuing to work from home either part of the time or all of the time until further notice. During this time we remain fully operational and able to support clients on all their matters. Please feel free to talk to us by telephone, on email or through other virtual channels.

As a temporary measure and due to the restrictions on movement introduced as a result of the coronavirus outbreak, until further notice and where we have confirmed we are authorised to accept service of legal proceedings and documents for the purposes of the Civil Procedure Rules, we will accept service of those proceedings and documents by email only. To effect service, the documents should be sent to the email address of the Trowers & Hamblins' fee-earner dealing with the matter and to the following email address:

[REDACTED]

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