ARUN
DISTRICT COUNCIL

MEMO

Note Please scan and email plans to all these persons

FROM:
Delwyn Jones
Planning Solicitor
Ext: 37737
Ref: LU/ 226 / 13
Dated : 12 March 2014

TO: Deeds Store Clerk
For circulation to :-**:**

A Holyoake S106 Monitoring Officer
Technical Support Unit – N Spencer and L Coney
FOR CIRCULATION TO :-
Planning Case Officer J Baeza /D Vick
Local Land Charges Officer C Bardwell
Planning Admin
Accountancy S Southerton
NNDR and Council Tax Rachel Hills /Iain Bell
Affordable Housing Andy Elder

SITE NAME: 18 Norfolk Road Littlehampton
PARTY NAME: Overington and Scholey
PLANNING OBLIGATION COMPLETION
REQUEST FOR TSU TO VALIDATE APPLICATION
RECEIVED BY PLANNING ?
RECEIVED BY LEGAL SERVICES 10/12/13
RETURNED BY LEGAL SERVICES 12/3/14
OBSERVATIONS The agent took a long time to resolve how he wanted the agreement drafted, if there were mortgagees or not and after these matters were addressed satisfactorily the planning obligation was sent out on 27/2/14 and returned by the clients/agents signed on 12/3/14.

The above is now completed. If the Planning Obligation does not accompany this memo, it is being scanned and will follow as soon as possible.

PLANNING TSU

You can now validate this application. Please forward to your relevant Team Member ASAP, as I am not always advised, who the TSU Officer is.

DEEDS STORE CLERK:

The original planning obligation is attached.

Please place the original planning Obligation attached in the Deeds Store.

Before you do so please scan one copy and forward it to the Service Delivery and Monitoring Officer . The SD&MO will then update the Ocella records and circulate it to the other addressees of this memo.

SERVICE DELIVERY & MONITORING OFFICER

Please on receipt of this memo and enclosure circulate to all the above addressees and update Ocella.

PLANNING OFFICER:
Please issue planning permission OR get TSU to validate the application as the facts of the case require.. A copy of the planning obligation is on the file.

LOCAL LAND CHARGES OFFICER:
Please register this planning obligation as a Local Land Charge. A copy of it is attached.

ALL OF YOU

A summary of the provisions of the obligation is:

Obligation	**Time Limit**
ADC	
Affordable housing Sum £ 1104	On start of development

PLANNING ADMIN:
A copy is enclosed for your files. Please enter this on the Planning Register as a PE format.

The legal fees received for the preparation of this agreement are to be collected by TSU.

Delwyn Jones
Planning Solicitor