

ARUN DISTRICT COUNCIL
DECISION TAKEN UNDER OFFICER SCHEME OF DELEGATION

To be completed for decisions taken in accordance with Part 4, Officer Scheme of Delegation, paragraph 5.2.

DATE DECISION TAKEN	18 th November 2019
SUBJECT	Deed of variation to remove the planning obligation dated 01/08/1986 planning application LU/283/85 relating to age restriction.
DECISION TAKEN	Approve
REASON FOR THE DECISION	Age restriction no longer considered necessary
ALTERNATIVE OPTIONS CONSIDERED OR REJECTED	n/a
ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER OF THE COUNCIL <i>Only needed if the decision is under an express authorisation</i>	no
NAME OF THE DECISION TAKER	Juan Baeza o.b.o. Andrew Wood
SIGNATURE	

This record to be maintained for six years or such period as statute requires with the relevant subject file

GENERAL INSTRUCTION FORM

IMPORTANT: STOP!!!

Before you complete this General Form, please check that there is not a more specific instruction form on the Legal Page of Sharepoint. These are tailored to specific types of legal work and will have different, more relevant questions that need answering before we can proceed with the work.

Your Name:	Andrew Wood
Your Cost Centre:	(this must be completed) D20
Is there a deadline, statutory or otherwise, for this matter? No	
IF YES:	
Deadline Date:	('ASAP' will be accepted – <u>however</u> , it will be interpreted as when Legal Services has the time to deal with the instruction – it is more realistic to provide an actual date if possible) Xx/xx/2018
Deadline Reason:	

Questions/Instructions:	Please provide answers below:
1. Do you want Legal Services to take some form of action or just provide advice?	Make a deed of variation
2. First and last name(s) of the party/ies:	Mr F P Whitworth & Ms S L Whitworth
3. Address that is the subject of this matter:	Flat 13 Madehurst Court, Gloucester Road Littlehampton
4. GOALS: What do YOU want to achieve?	Deed of variation to remove age restriction.
5. ACTIONS: What do you want LEGAL SERVICES to do?	Make the deed of variation
6. Summary: Please provide a short summary of what the matter is about	LU/298/19/PO was approved to remove the planning obligation dated 01/08/1986 planning application LU/283/85 relating to age restriction.
7. Any additional relevant information. Please provide additional information here, and remember to <u>provide all relevant documentation associated with this instruction.</u>	

Please email:

- the completed form form,
- all associated documents, and
- relevant authorisation for this instruction (if you are just requesting Legal Advice, authorisation is not required)

to: legal.services@arun.gov.uk