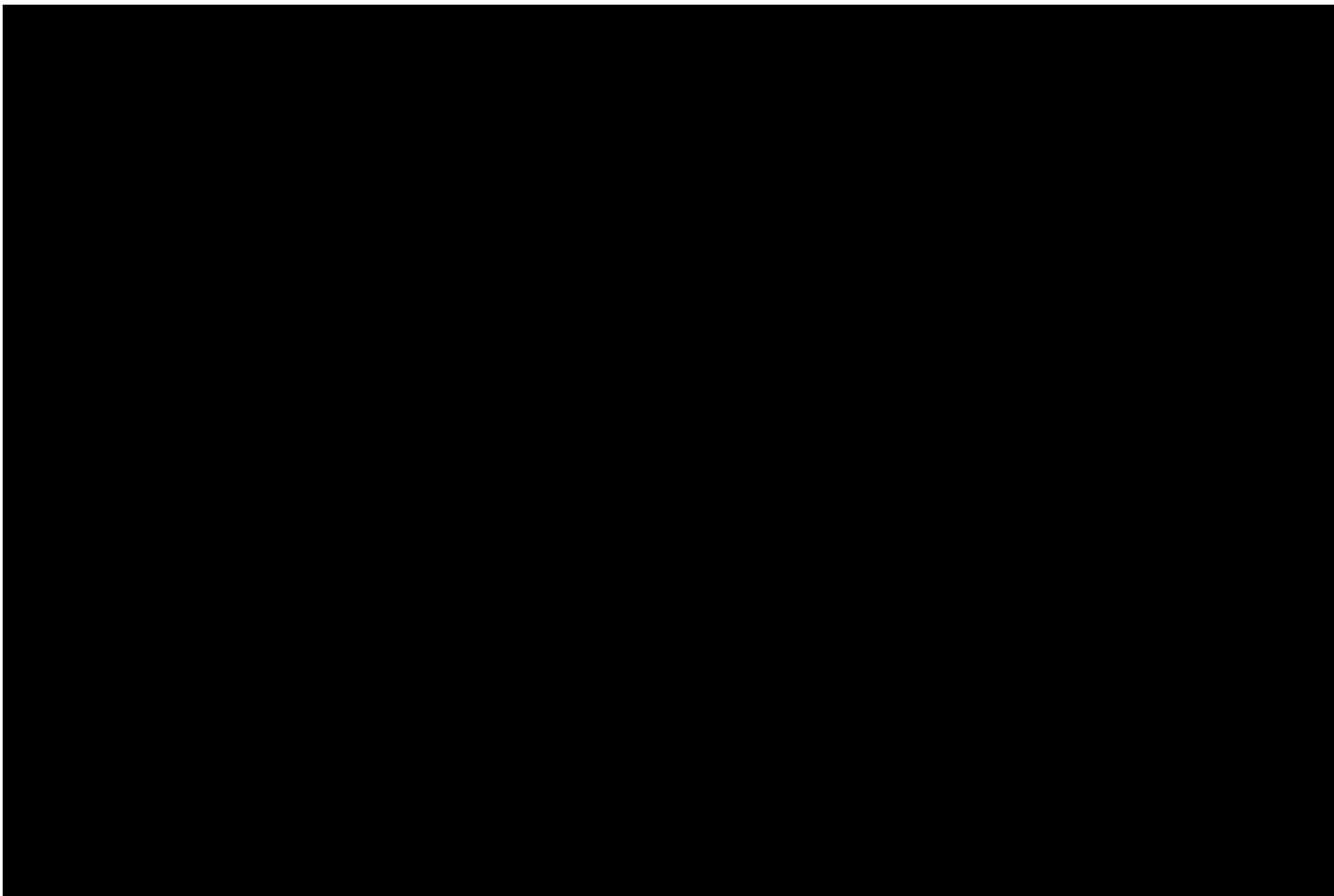




From: Julie Grieves

Sent: 13 March 2023 10:13

To: suzanne bird [REDACTED]

Subject: RE: CIL Commencement Notices 68 Ancton Way PO22 6JP - M/92/21/PL

Good morning,

Thank you for your email.

I have noted this. Your permission does not expire until 14/1/2025 and therefore if you find yourself in a position to commencement, please remember to submit the Form 6 Commencement Notice before you do any works.

Kind regards,
Julie

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



From: suzanne bird [REDACTED]
Sent: 13 March 2023 10:08
To: Julie Grieves <julie.Grieves@arun.gov.uk>
Subject: Re: CIL Commencement Notices 68 Ancton Way PO22 6JP

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 Julie

We have not commended work at the property as the cost of a new build has gone through the roof - if you can pardon the pun!!

Do I need to do anything else?

Many thanks
Sue

Sue Bird
[REDACTED]

On 28 Feb 2023, at 13:32, Julie Grieves <julie.Grieves@arun.gov.uk> wrote:

Good afternoon,

You are receiving this email as you are either an applicant, agent or liable person on an application that is CIL Liable.

I thought it might be the right time just to give another reminder of what is expected after you have received a Liability Notice and **before you commence works.**

- Householder extensions are not required to submit a Form 6 Commencement Notice.
- Everyone else should submit a Form 6 Commencement Notice (and have it acknowledged) at least a working day **before** commencement. We must, if you haven't already done so, receive a completed Form 2 Assumption of Liability Notice before, or with, the Form 6 Commencement Notice. Failure to follow these steps will result in you losing your right to pay in instalments and incurring surcharges and possibly late payment interest.
- Note that **commencement** may be preparing/clearing and **demolition** as well as putting in footings – see section 55 of the Town and Country Planning Act 1990:
<http://www.legislation.gov.uk/ukpga/1990/8/part/III/crossheading/meaning-of-development>
- Even if you have been granted relief (apart from Householder Extension Relief) you still need to forward the above.

Forms can be found here:-

Form 2 - <https://www.arun.gov.uk/cil>

Form 6 - <https://www.arun.gov.uk/cil>

If you are no longer the Liable Person, you must withdraw your existing Assumption of Liability. Withdrawal or transfer of liability forms are available here [Community Infrastructure Levy \(CIL\) | Arun District Council](#)

If you are an agent and we do not have email details for your clients, please send this information on to remind them of the next steps. These details are all on the Liability Notices so please make sure they are fully read. Can I please request that you enter your clients email address, on the application forms on submission. It is a requirement that all notices are sent to the 'relevant' parties and with delays in delivery times, it is easier to send all documentation via email and it just makes the process a little easier if the information is already there. I can update these details at any time so if you have not provided an email for your applicant, please forward (you will be receiving this email as we do not have an email for one or more of your clients). It also saves you receiving emails like this.

Kind regards,

Julie Grieves,
Senior CIL Officer, Planning

T: 01903 737500 Ext 37408

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

DX 57406 Littlehampton

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