

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



From: Emma Pinder [REDACTED]
Sent: 26 January 2023 16:53
To: Julie Grieves <Julie.Grieves@arun.gov.uk>
Subject: RE: CIL - Y/131/21/HH - Alphington House

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Hi Julie

Further to my email below, could you confirm if you need anything else in respect of CIL before the development commences on site? I believe the client still has to send you the completed commencement notice but do you need anything else?

Kind Regards

Emma Pinder BSc (Hons) BArch RIBA
Director

Please note: The office is open Mon - Thurs between 8.30am and 3.00pm and on Fri between 8.30am and 10.30am . If you require urgent assistance outside of these times, please email or leave a voice message and we will endeavour to get back to you as soon as possible.

Over the Christmas period, the office will be closed from Wednesday 21st December and will re-open on Wednesday 4th January 2023.

emmapinderarchitects

2 Oak Tree Lane
Woodgate
Chichester
West Sussex
PO20 3GU

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From: Emma Pinder

Sent: 10 November 2021 17:39

To: Julie Grieves <Julie.Grieves@arun.gov.uk>

Subject: RE: CIL - Y/131/21/HH - Alphington House

Hi Julie

Apologies for the delay in getting back to you -- the client has only just returned the completed forms and proof of use, which I attach.

Please use [REDACTED] as the applicants email address.

Let me know if you need anything else.

Kind Regards

Emma Pinder BSc (Hons) BArch RIBA
Director

Please note: The office is open Mon - Fri between 9.00am and 3.00pm. If you require urgent assistance outside of these times, please email or leave a voice message and we will endeavour to get back to you as soon as possible.

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From: Julie Grieves <julie.grieves@arun.gov.uk>

Sent: 07 October 2021 10:08

To: Emma Pinder [REDACTED]

Subject: CIL - Y/131/21/HH - Alphington House

Dear Mrs Pinder,

I hope this email finds you well?

I am contacting you today with CIL and the above application. You indicate on the Form 1 that you will be applying for Annex relief. We cannot apply this until we have received the Form 8 Annex Exemption and a Form 2 Assumption of Liability. Please forward accordingly.

Please also supply an email address for the applicant. We are currently working from home and sending notices via email.

Please forward proof that the dwelling has been in lawful use continuously for 6 months within the last 3 years. Utility bills/council tax bills will suffice. This is to deduct existing floor area.

Kind regards,
Julie

Julie Grieves

Community Infrastructure Levy Officer

T: 01903 737500 ext.37448

E: julie.grieves@arun.gov.uk



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

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

DX 57406 Littlehampton

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