

Please complete the areas shaded green below and the table will expand if additional information is required.

Address of Proposed Development	6 Detillens Lane, Limpsfield, Oxted, Surrey, RH8 0DJ
Development Description	Erection of a detached 5-bed dwelling with vehicular access from Detillens Lane, together with associated car and cycle parking, bin store, amenity space and landscaping.
Application Number (if known)	2024/351

1. Does the development involve:

a) new building (including extensions and replacement) floor space of 100 sq ms or above	Yes
b) proposals for one or more dwellings?	Yes
c) a site owned by a charity where the development will be wholly or mainly for charitable purposes, and will the development be, either occupied by, or under the control of a charitable institution?	No
d) residential annexe(s) or extension(s)	No
e) self-building housing	No
2. GIA of existing lawful use floorspace within the site to be demolished prior to completion.	

Type of Development Proposed	CIL Rate per sq m	Gross Internal Floor Area of Chargeable Development*	of which, retained floorspace in existing buildings*
C3 - Open Market Housing	£120.00	322.40	
C3 - On-site Social Housing provided within the development	£120.00		
C3 - Sheltered / Retirement Housing and Extra Care accommodation which are defined as grouped units, usually flats, specially designed or designated for older people encompassing communal non-saleable facilities over 25% gross floorspace	£0.00		
C3 - Residential annexe or extension	£120.00		
C3 - Self-build housing	£120.00		
Convenience retail, including convenience based supermarkets and superstores.	£100.00		
Other	£0.00		
GIA of the chargeable development		322.40	0.00
ESTIMATED BCIS national All-in Tender Price for the 1st November of the year preceding the grant of planning permission			
BCIS national All-in Tender Price for the 1st November of the year preceding the date when the charging schedule took effect			
Indicative chargeable amount (including estimated indexation)			£61,674.18
Indicative chargeable amount if relief is obtained (including estimated indexation)			£61,674.18

The following documents will be required:

[Evidence to support lawful use - see the Council's website for Details.](#)

FALSE

*Gross Internal Floor Area (GIA) = Is the area of a building measured to the internal face of the perimeter walls at each floor level using the Code of Measuring Practice 6th edition by RICS, 2007, subject to exclusions set out in the CIL regulations where mezzanine floors are exempt.

**Where any exemption or relief is being claimed such forms will be required to complete the registration process. Where any discount for buildings in existing lawful use is being claimed, scaled plans of the existing buildings will be required to complete the registration process.

I confirm that the details given are correct

Signature:

Date:

Mr Richard Smith
St Marks Properties (XV) Ltd
20-22 Wenlock Road
London
N1 7GU

If calling please ask for a CIL Case Officer
On: 01883 722000

E-mail: cil@tandridge.gov.uk

Our ref: 2024/351

Your ref:

09 December 2024

Dear Mr Richard Smith

**Community Infrastructure Levy (CIL) Liability Notice
Regulation 65, Community Infrastructure Levy Regulations (2010)
as amended**

Liability on planning permission no: 2024/351
Description of development: Erection of a detached 5-bed dwelling with vehicular access from Detillens Lane, together with associated car and cycle parking, bin store, amenity space and landscaping.
Site address: 6 Detillens Lane, Limpsfield, Oxted, Surrey, RH8 0DJ

This notifies you that as the above development has been granted approval on 27 June 2024 and upon commencement of the above development, the sum of £61,674.18 of CIL becomes payable to Tandridge District Council as a CIL collecting authority.

This charge has been levied under Section 211 of the Planning Act 2008, in accordance with the Tandridge District Council CIL Charging Schedule, which was approved on 24 July 2014 and which took effect on 1 December 2014.

We calculated this figure from the information provided, which may include existing buildings in lawful use to be demolished and / or retained (“GIA” stands for “gross internal floor area”). The total includes indexation based on the BCIS All-in Tender Price Index. The calculations are shown on the attached CIL Calculation Tool.

Use	GIA / (sq.m) of new building work	Net increase in GIA / (sq.m)	Chargeable area	Rate (£)	Amount
Market Housing	322.40	322.4	61,674.18	120.00	£38,688.00

CIL total with indexation: 381/239	£61,674.18
Granted relief to be deducted:	£0.00
Overall total:	£61,674.18

In accordance with Regulations 47, 51 and 54 any exemption or relief must be applied for and approved by the collecting authority prior to commencement of the chargeable development. Failure to submit a prior commencement notice will invalidate any exemption or relief granted under regulation 47, 51 or 54.

How we calculated this figure

Attached is a copy of the Liability Calculation Sheet indicating how we have arrived at the above CIL figure. Page 3 of the attached Liability Calculation Sheet identifies any distribution of liabilities between jointly liable parties.

Are you eligible for relief from CIL?

If you are a self-builder, charity or intend to use the development for social housing you may be eligible for a reduction (partial or entire) in this CIL liability. Please see the Department for Communities and Local Government "Community Infrastructure Levy Guidance" for information explaining the criteria and processes for claiming relief. Further information is also available on our website.

What happens now?

- A CIL Form 2 "Assumption of Liability" will need to be completed and sent to the council stating who will pay the CIL liability, If you have not done this to date or if the liable party has changed.
- The council will need to be informed of the date on which you intend to start the development, by sending in CIL Form 6 "Commencement Notice"
- Any claim for self-build, social housing or charitable relief will need to be submitted by sending the relevant form:

Please note that if we do not receive the information required in CIL Forms 2 and 6 prior to commencement of the development surcharges may be applied. Please also note that all claims for CIL relief must be made and granted prior to commencement of the development.

Commencement Notice

In accordance with regulations 42B (6), 47(7), 51(7)(a) or 54B (6) of the CIL Regulations 2010 (as amended) failure to submit a prior CIL commencement notice will **result in a Surcharge**.

For avoidance of doubt commencement of demolition of existing structure(s) covering any part of the footprint of the proposed structure(s) would be considered as commencement for the purpose of regulation 7.

The CIL regulations state that a valid commencement notice must be submitted no later than the day before the day on which the chargeable development is to be commenced. The Council will issue a letter of acknowledgement once it has received a commencement notice. It is highly recommended that you should submit a commencement notice **at least 14 days** before commencement in order that you receive your letter of acknowledgement before work is commenced on site. Should you not receive the letter of acknowledgement you should contact the council before commencing any work on site, in order that you do not invalidate any exemption or relief granted. The Council will not accept a copy of the commencement notice submitted on or after the commencement date.

Where to send the forms

The forms identified above can be completed electronically and sent by email to cil@tandridge.gov.uk or by post to the address stated at the top of this notice.

Payment of CIL

Once we receive a CIL Commencement Notice we will then issue a CIL Demand Notice with precise details of your payment arrangements. **If a Commencement Notice has not been submitted before the development commences, payment will be due in full on the day that we believe the development to have commenced.**

The CIL payment does not become due until a CIL Demand Notice has been issued. Under the council's CIL instalment policy, payments may then be made according to the amount of the CIL liability as follows:

Amount of CIL liability	Payment periods and amounts
Amount	<ul style="list-style-type: none">• 1st instalment of £15,418.55 payable by date (120 days of commencement date)• 2nd instalment of £30,837.09 payable by date (270 days of commencement date)• 3rd instalment of £15,418.55 payable by date (450 days of commencement date) <p>NB: if any part of the chargeable development is completed before the chargeable amount has been paid in full then the outstanding amount will be due in full within the instalment time given or 60 days whichever is the lesser.</p>

Nothing in this policy prevents payments being made at an earlier time.

Enforcement

If you fail to follow the payment procedure described above, the collecting authority may impose surcharges on this liability. Failure to pay CIL liabilities due may result in the collecting authority imposing surcharges, serving a CIL Stop Notice prohibiting further development on the site and / or taking action to recover the debt due. Please see the document published by Tandridge District Council, "CIL Consequences of Non-Payment" for more information.

Consequences of non-payment

If you fail to follow the payment procedure described above, we may impose surcharges on this liability. Persistent failure to pay may result in the council:

- imposing surcharges,
- serving a CIL stop notice prohibiting further development on the site; and / or
- taking action to recover the debt due.

The amount of CIL liability in this notice is a local land charge

This CIL liability has been registered as a local land charge against the land affected by the planning permission in this notice. This charge will be cancelled on full payment of this liability.

New liability notices may be issued

Any change on the details contained in this notice (including calculation of the chargeable amount or amount of relief granted) will lead to the council issuing a new liability notice.

Transfer of Liabilities

If at any stage you should transfer your liability to pay this levy to another person, you are required under Regulation (32) to notify the collecting authority of such transfer, using a standard Liability Transfer Notice issued by the Secretary of State.

Do you think we have made a mistake in our calculations?

You can ask us to review the calculations. You can only do this by writing to us within 28 days of the date on the front page of this CIL Liability Notice, at the following address.

CIL Case Officer
Tandridge District Council
Station Road East
Oxted
Surrey
RH8 0BT

If we do not respond within 14 days from the receipt of your review request, or if you remain unhappy with the reviewed calculation, you can appeal to the Valuation Office Agency. This appeal must be made **within 60 days** of the date on the front page of this CIL Liability Notice. Information on how to appeal can be found on the Valuation Office Agency's website: <http://www.voa.gov.uk/cil/index.html>

Further information

More information about the Community Infrastructure Levy and downloads of the forms you may need to use, can be found on the [Council website](#) or the Planning Portal.

If you have any questions about the council's CIL Charging Schedule or wish to clarify any matters about this notice, please telephone one of our CIL Case Officers on 01883 722000 or email at: cil@tandridge.gov.uk

Liable persons	
All recipients of this notice who are jointly liable to pay CIL or have jointly assumed liability, incorporating a breakdown of charges and relief are listed below:	
Name	Amount due
Mr Richard Smith	£61,674.18
The following parties have been advised of this notice:	
Agent: W Pierson	

Yours sincerely,



David Ford
Chief Executive

Tandridge District Council, Station Road East, Oxted, RH8 0BT

Chief Executive – David Ford

Enclosures:

Liability Calculation Sheet

Copy of a blank Commencement Notice

Copy of the Appeals Procedure (should you not agree with the figures used to calculate the CIL liability)

Paying in the form land