

Mr & Mrs John Pike  
6 Squires Field  
Hextable  
Swanley  
Kent  
BR8 7QY

Tel: 01732 227000, Option 3  
Email: [cilenquiries@sevenoaks.gov.uk](mailto:cilenquiries@sevenoaks.gov.uk)  
My Ref: 22/00896/FUL  
Your Ref: 6 Squires Field Hextable Kent  
Date: 11 July 2023

Dear Sir/Madam

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

**Site:** 6 Squires Field Hextable Swanley

**Development:** Construction of a single storey dwelling with accommodation in roof space with associated parking to side of existing property with alteration to existing garage to facilitate development.

**CIL Liability - Liability Notice Ref: 22/00896/FUL/0002**

This notifies you that you will be liable to pay £9,271.58 of Community Infrastructure Levy to Sevenoaks District Council as CIL collecting authority on commencement of development on planning permission 22/00896/FUL. This charge has been levied under Sevenoaks District Council CIL charging schedule and s211 of the Planning Act 2008. Further details on payment procedure can be found overleaf.

**How we calculated this figure**

We calculated this figure from the following information and have included indexation.

Use	Proposed GIA m <sup>2</sup>	Existing GIA m <sup>2</sup>	Net gain GIA m <sup>2</sup>	Chargeable area m <sup>2</sup>	Multiplier £	Sub total £
Residential Area B	385	284	101	89	75	£9,271.58
<b>Proposed GIA total m<sup>2</sup></b>						<b>385</b>
<b>Total demolition m<sup>2</sup></b>						<b>12</b>
<b>CIL total</b>						<b>£9,271.58</b>
<b>Exemption/ Relief</b>						<b>£0.00</b>
<b>Overall total</b>						<b>£9,271.58</b>

## How is indexation calculated?

In calculating individual charges for the levy, Schedule 1 of the CIL Regulations (<http://www.legislation.gov.uk/ukxi/2019/1103/schedule/1/made>) requires collecting authorities to apply an index of inflation to each relevant CIL rate to keep the levy responsive to market conditions. The index rate we apply to the CIL calculation is the one that was in place at the time the decision is issued. From 1 January 2020, the index is the Royal Institution of Chartered Surveyors (RICS) Community Infrastructure Levy (CIL) Index published by the Royal Institution of Chartered Surveyors (RICS) and is based on the BCIS All-in Tender Price Index (BCIS TPI). Before 2020, the index figure is the figure for 1 November for the preceding calendar year in the national All-in Tender Price Index published by RICS. When we started to charge CIL from August 2014, our starting point was to use RICS BCIS All in Tender Price Index figure from 1 November 2013. The index figure for 1 November 2013 is 239, which was then the figure used to set our baseline figure of 1.000. To set our rate of indexation each year we take the figure for 1 November and divide it by 239. For example, the index rate charged for decisions issued between November 2017 and October 2018 is 1.180, which comes from using the above index figures of 282 divided by 239 when the index rate for 1 November 2016 was 282.

Period	RICS CIL index applied
01 Aug 14 - 31 Oct 15	239
1 Nov 15 - 31 Oct 16	259
1 Nov 16 - 31 Oct 17	271
1 Nov 17 - 31 Oct 18	282
1 Nov 18 - 31 Oct 19	324
1 Nov 19 - 31 Dec 19	336
1 Jan 20 - 31 Dec 20	334
1 Jan 21 - 31 Dec 21	333
1 Jan 22 - 31 Dec 22	332

## Are you eligible for exemption/relief from CIL?

- If you intend to use the development for social housing you may be eligible for a reduction (partial or entire) in this CIL liability.
- People who extend their own homes or erect residential annexes within the grounds of their own homes are exempt from the levy, provided that they meet the relevant criteria.
- A self build exemption is available to anyone who builds or commissions their own home for their own occupation.

Further information is available on the National Planning Practice Guidance website <http://planningguidance.planningportal.gov.uk/blog/guidance/community-infrastructure-levy/> or on the Planning Portal website <http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil#Downloadtheforms> or on Sevenoaks District Council's website <http://www.sevenoaks.gov.uk/services/housing/planning/planning-applications/community-infrastructure-levy-cil>.

## Payment procedure

Before development commences you must notify the CIL collecting authority of:

- a. Who will pay the amount, by assuming liability by sending CIL Form 1 "Assumption of Liability" to the Local Planning Authority;
- b. The date on which you intend to commence development, by submitting a valid commencement notice to the Local Planning Authority. You must complete the "Commencement Notice" CIL Form 6. Failure to do so will lead to a surcharge of 20% of the notable chargeable amount or £2,500, whichever is the lower amount,

becoming payable.

These forms are available via the Planning Portal

<http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil#Downloadtheforms>

On receipt of the commencement notice we will issue the demand notice for payment. If the payment procedure is followed correctly this CIL amount will be payable, where applicable, within 60 days of the demand notice being issued. Precise details of your payment arrangements and options will be contained in the demand notice.

If this procedure is not followed, payment of the CIL amount will be due in full on the day that development commences. If a valid commencement notice has not been submitted before development commences, payment of the CIL amount will be due in full on the day that the collecting authority believes the development to have commenced.

### **Consequences of non payment**

If you fail to follow the payment procedure described above, the collecting authority may impose surcharges on this liability. Persistent 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.

### **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 in the details contained in this notice (including calculation of the chargeable amount or amount of exemption/relief granted) will lead to the collecting authority issuing a new liability notice. If you need to notify us of a change in liability or claim for exemption/relief please complete the relevant form available via the Planning Portal <http://www.planningportal.gov.uk/planning/applications/howtoapply/whattosubmit/cil#Downloadtheforms>

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

You can ask us to review them. If you are unhappy with the calculation following our review, you can appeal to the Valuation Office Agency. Further information is available on the Planning Portal web site

<http://www.planningportal.gov.uk/planning/appeals/cilguidance>

### **Recipients of this notice who are liable to pay CIL or have assumed liability to pay CIL**

<b>Name and address of recipient(s) of this notice</b>		
<b>Name</b>	<b>Address</b>	<b>Category of Recipient</b>
Mr & Mrs John Pike	6 Squires Field Hextable Swanley Kent BR8 7QY	Owner Of The Relevant Land

Yours faithfully,

*Richard Morris*

Richard Morris  
Deputy Chief Executive  
Chief Officer - Planning & Regulatory Services