

# jamessmith

(Planning Law Services) Limited

Ms Nicola Pettifer  
Senior Planning Officer  
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[REDACTED]

27th November 2025

Dear Nicola

**Requested variation to Section 106 Agreement – Land at Hilland House, Billingshurst**

I write further to previous exchanges of email in relation to this matter and my conversation with Claire Browne.

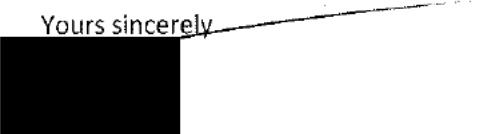
As requested, please find enclosed a completed copy of the Council's form as requested. Please note that as this is a proposed variation to the s106 Agreement "by agreement" in accordance with s106A 1(a) of the 1990 Act, it is not technically an "application" for the purposes of s106A (3) and consequently, as discussed with Claire, not all sections of the form are applicable. However, I have completed the majority of the form as requested and this hopefully provides the details that you require to move this matter forward.

I re-enclose also a copy of our proposed deed of variation and the substitute plan. As you are aware, all we are seeking to do here is to remove the plot of the retained Hilland House from the s106 redline to make clear that a future owner of this property (in isolation) is not liable for performance of the obligations under the s106 Agreement relating to the new development on the balance of the Site. No other variations or amendments are proposed. As you have noted in the exchange of emails, we have made sure that the proposed amendment to the redline is consistent with the retained Hilland House plot as shown on the parameter plan.

I trust the above and enclosed are all clear but if you have any queries, please do give me a call.

With kind regards,

Yours sincerely

  
James Smith  
Principal and Director  
For and on behalf of James Smith (Planning Law Services) Limited

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