

Gateley Hamer Limited
One Eleven
Edmund Street
Birmingham
B3 2HJ

HAND DELIVERY

**Company Secretary
Halley Developments Limited
Aztec House
IFC6
The Esplanade
St. Helier
JE4 0QH
Jersey**

30th April 2026

IMPORTANT: THE ENCLOSED NOTICE AFFECTS YOUR LAND / PROPERTY

Dear Sir or Madam,

**THE LONGFIELD SOLAR FARM ORDER 2023
GENERAL VESTING DECLARATION NO. 2
SECTION 6 NOTICE SPECIFYING LAND AND STATING EFFECT OF GENERAL VESTING
DECLARATION**

We act on behalf of Longfield Solar Energy Farm Limited ("Longfield Solar").

On 26 June 2023 The Longfield Solar Farm Order 2023 ("the Order") was made by the Secretary of State for Energy Security and Net Zero under the Planning Act 2008. The Order came into force on 18 July 2023. This was corrected by the Longfield Solar Farm (Correction) Order 2023 made on 20 November 2023 and which came into force on 21 November 2023.

The Order authorises Longfield Solar to the construct, operate, maintain and decommission the Longfield Solar Farm, being a ground mounted solar photovoltaic generating station with a gross electrical output capacity over 50 megawatts with associated development ("the Scheme"). The Scheme covers an area of approximately 453 hectares, and is located approximately 6 kilometres north-west of Chelmsford, north of the A12 between Boreham and Hatfield Peveral, in the county of Essex.

The Order can be viewed on the Government's legislation website at <https://www.legislation.gov.uk/uksi/2023/734/contents>

Key documentation accompanying the Order can be viewed on the Longfield Solar Farm project page on Planning Inspectorate's website at: <https://national-infrastructure-consenting.planninginspectorate.gov.uk/projects/EN010118>

As you will be aware, Longfield Solar is currently in possession of certain land in your ownership pursuant to notices served on you dated 11 December 2025 and 23 February 2026.

Now Longfield Solar requires to purchase part of that land pursuant to article 22 of the Order (which authorises Longfield Solar to compulsorily acquire certain land for the authorised development, or to facilitate it, or as is incidental to it).

We therefore enclose, by way of service upon you, a statutory notice pursuant to section 6 of the Compulsory Purchase (Vesting Declarations) Act 1981 (as applied by article 22 of the Order) (the "Notice").

The Notice confirms that on 23 April 2026, Longfield Solar made a General Vesting Declaration ("GVD No.2"), pursuant to the above Order.

Land affected by the Notice

GVD No.2 will permanently vest the GVD Land (as defined in the Notice), along with the right to enter and take possession, in Longfield Solar as from the end of the period of 3 months and 1 day from the date on which service of these notices is completed (this date will become known as the "Vesting Date").

We will advise you of the Vesting Date shortly.

We enclose a copy of the plan referred to within GVD No.2 with this letter [(note – this is an unsealed copy for printing quality reasons)]. A full copy of GVD No.2 can be inspected at All Saints' Church, Church Green, Terling, Essex CM3 2PQ and may be seen between the hours of 9am and 4pm Monday to Sunday. Copies of these documents can also be found online at: <https://www.longfieldsolarfarm.co.uk/category/surveys/>.

You are being served this Notice as we understand you own the freehold of the GVD Land (however this will need to be proved by you in any claim for compensation).

Your interest in the GVD Land (excluding in mines and minerals) will automatically vest in the Authority on the Vesting Date such that you will no longer own or have the right to occupy or use the land. You must vacate the land by this date.

For the avoidance of doubt, any mines and minerals interest you may have in the GVD Land will remain in your ownership, as they are excluded from the GVD.

Compensation for the acquisition of land

A right to compensation under the Land Compensation Act 1961 will arise from the Vesting Date (subject to you proving ownership of the relevant interest). We therefore enclose two claim forms for you to complete. Please retain one copy of the completed claim form and return the other to Gateley Hamer via the details below within **21 days** of receiving this letter.

We have sent a copy of this letter and its enclosures to your agent and Crest Nicholson Operations Limited (given Crest Nicholson has the benefit of a contract for sale noted against title).

Should you have any queries regarding this letter or its enclosures, please contact James Dewey on +44 20 7653 1696 or by emailing James.Dewey@gateleyhamer.com, or by writing to James Dewey, Gateley Hamer Limited, One Eleven Edmund Street, Birmingham, B3 2HJ.

Please visit www.longfieldsolarfarm.co.uk for further information regarding the Scheme.

Yours faithfully



James Dewey, MRICS
Director – Head of Compulsory Purchase
Gateley Hamer Limited

Enclosures:

- Section 6 Notice
- GVD plan
- x2 claim forms

Copied to: Greycoat Real Estate LLP and Crest Nicholson Operations Limited

LONGFIELD SOLAR ENERGY FARM LIMITED

THE LONGFIELD SOLAR FARM ORDER 2023

SECTION 6 OF THE COMPULSORY PURCHASE (VESTING DECLARATIONS) ACT 1981

**NOTICE SPECIFYING LAND AND STATING EFFECT OF
GENERAL VESTING DECLARATION NO.2**

To: Halley Developments Limited

Of: Aztec House, IFC6, The Esplanade, St. Helier, JE4 0GH Jersey

Re: Plot 6/2 (part)

NOTICE IS HEREBY GIVEN that Longfield Solar Energy Farm Limited (company number 11618210) whose registered office is Alexander House, 1 Mandarin Road, Rainton Bridge Business Park, Houghton Le Spring, Sunderland DH4 5RA ("the Authority") on 23 April 2026 executed a general vesting declaration under section 4 of the Compulsory Purchase (Vesting Declarations) Act 1981 (the "Act") (as applied by article 22 of the above Order) vesting the land described in the Schedule to this notice (which as set out in the general vesting declaration excludes mines and minerals) ("the Land") in themselves as from the end of the period of three months and one day from the date on which the service of the notices required by section 6 of the Act is completed.

The Authority will in due course tell you the date on which the service of the notices was completed.

The effect of the general vesting declaration is as follows:-

On the first day after the end of the period referred to in the first paragraph of this notice ("the Vesting Date") the Land, together with the right to enter upon and take possession of it, will permanently vest in the Authority.

Also, on the Vesting Date the Acts providing for compensation will apply as if, on the date on which the general vesting declaration was executed (namely, 23 April 2026), a notice to treat had been served on every person on whom, under section 5 of the Compulsory Purchase Act 1965, the Authority could have served such a notice (other than any person entitled to a "minor tenancy" or a "long tenancy which is about to expire". These expressions are defined in the Appendix to this notice).

If the Land includes any land in which there is a minor tenancy or a long tenancy which is about to expire, the right of entry will not be exercisable in respect of that land unless, after serving a notice to treat in respect of that tenancy, the Authority having served on every occupier of any of the land in which the tenancy subsists a notice stating that, at the end of a specified period (at least 3 months from the date of the service of the notice) they intend to enter upon and take possession of the land specified in the notice, and that period has expired: the vesting of the land will then be subject to the tenancy until that period expires, or the tenancy comes to an end, whichever happens first.

Schedules A1 and 1 to the Act contain supplementary provisions as to general vesting declarations in relation to the acquisition of parts of interests in land. If a counter-notice is served under paragraph 2 of Schedule A1 within the period referred to in the first paragraph of this notice, the vesting date for the land which is the subject of the counter-notice will be determined in accordance with that Schedule.

A copy of the general vesting declaration to which this notice refers and of the plan annexed to the declaration can be inspected at All Saints' Church, Church Green, Terling, Essex CM3 2PQ and may be

seen between the hours of 9am and 4pm Monday to Sunday. Copies of these documents can also be found online at: <https://www.longfieldsolarfarm.co.uk/category/surveys/>.

SCHEDULE

LAND TO BE ACQUIRED

References to plot numbers listed below and shown on the plan are derived from the plot numbers on the Land Plans certified in relation to the Development Consent Order.

| Plot No | Description of the Land | Registered Title Number of the Land |
|-------------------|--|-------------------------------------|
| 6/2 (part) | 558.20 square metres, or thereabouts, of wooded area to be acquired permanently situated to the south of Shoulderstick Hall, Wheelers Hill, Little Waltham In the District of Chelmsford | EX404461 |

APPENDIX

"**minor tenancy**" means a tenancy for a year or from year to year, or any lesser interest;

"**long tenancy which is about to expire**", in relation to a general vesting declaration, means a tenancy granted for an interest greater than a minor tenancy, but having on the vesting date a period still to run which is not more than the specified period.

In determining for the purposes of subsection (2) of section 2 of the Act what period a tenancy still has to run on the vesting date it shall be assumed-

(a) that the tenant will exercise any option to renew the tenancy, and will not exercise any option to terminate the tenancy, then or thereafter available to him,

(b) that the landlord will exercise any option to terminate the tenancy then or thereafter available to him.

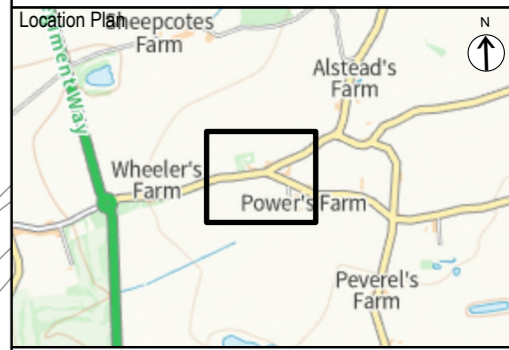
Your information and any personal data collected by us will be handled in accordance with the General Data Protection Regulations and will be used to fulfil our statutory obligations, as set out in the Planning Act 2008. Further information on the privacy policy can be found on the EDF Renewables website, www.edf-re.uk/privacy-policy/

Dated 30th April 2026





**Antoine De Chillaz
EDF Renewables UK
On behalf of Longfield Solar Energy Farm Limited**

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Notes
 1. DO NOT SCALE FROM THIS DRAWING, USE ONLY PRINTED DIMENSIONS
 2. ALL DIMENSIONS ARE IN METRES UNLESS STATED OTHERWISE
 3. THIS DRAWING IS TO BE READ IN CONJUNCTION WITH ALL OTHER RELEVANT DOCUMENTATION

Key to Symbols
 Land To Be Acquired Permanently
 Order Limits

| Rev | Description | Date | By | Check | Approved |
|-----|---------------------|----------|----|-------|----------|
| P02 | Plot Extent Updated | 16/04/26 | SM | JB | JB |
| P01 | First Issue | 10/04/26 | VH | SM | JB |

Purpose of Issue
FOR INFORMATION

Gateley / HAMER
 One Eleven Edmund Street
 Birmingham B3 2HJ
 Tel: 0121 234 0000
 Web: gateleyhamer.com

Client
LONGFIELD SOLAR ENERGY FARM LIMITED

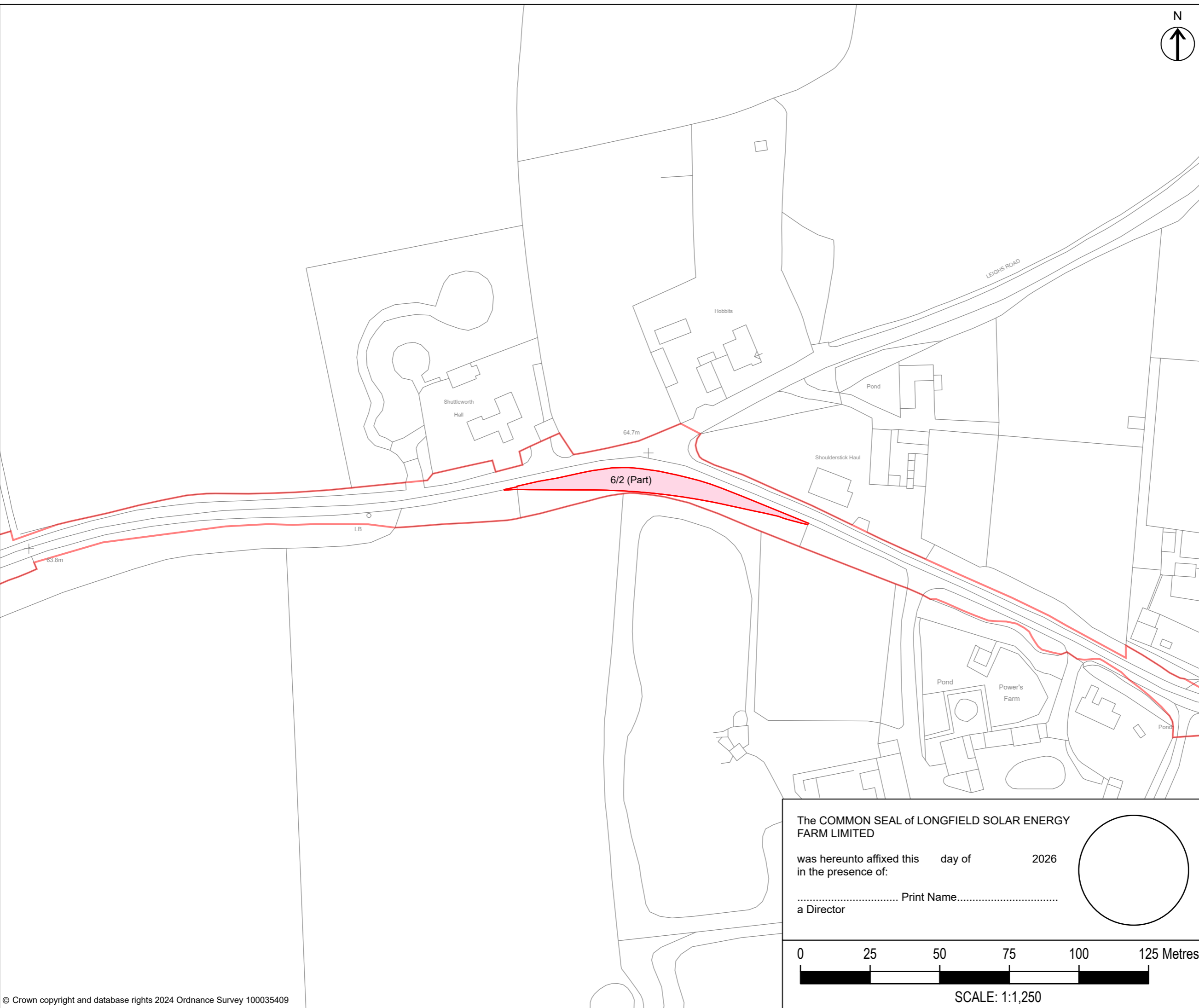
Project Title
LONGFIELD SOLAR FARM

Drawing Title
THE LONGFIELD SOLAR FARM ORDER 2023 – GVD NO.2 PLAN SHEET 1 OF 1

| Drawn | Checked | Approved | Date |
|-------|---------|----------|----------|
| SM | JB | JB | 16/04/26 |

GH Project Number
125724.00005 Scale at A3
1:1,250

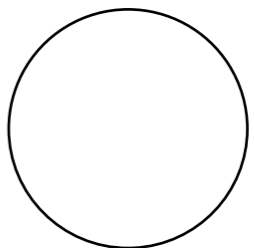
Drawing Number
GH-12572400005-GVD-2 Revision
P02



The COMMON SEAL of LONGFIELD SOLAR ENERGY FARM LIMITED

was hereunto affixed this day of 2026
 in the presence of:

..... Print Name.....
 a Director



0 25 50 75 100 125 Metres

SCALE: 1:1,250

Model Claim Form

Claim for compensation for the compulsory acquisition or occupation of land

This is a model claim form to be used to provide the information required:

- for a claim for compensation for the compulsory acquisition of land and / or the taking of temporary possession; and/or
- when applying for an advance payment, whether in advance of or after possession is taken, in accordance with [section 52 of the Land Compensation Act 1973](#) (as amended).

The guidance notes at the end of the model claim form should be referred to before the form is completed.

Where the acquiring authority intends to send this form to a claimant whose land or rights are to be acquired, the acquiring authority should fill in the information requested on this first page. In any other case, the claimant (or their professional representative) should fill it in.

Claimants are strongly encouraged to instruct an appropriate professional (e.g. surveyor or solicitor) who specialises in compulsory purchase to complete this form. As explained in the guidance notes below, claimants are generally entitled to recover costs incurred for such professional fees.

- **Title of the Compulsory Purchase Order or other document authorising acquisition / temporary possession:** The Longfield Solar Farm Order 2023
- **For compulsory acquisition**
- **Acquiring authority:** Longfield Solar Energy Farm Limited
- **Address of property to be acquired or in respect of which temporary possession is to be taken:**
Plot 6/2 (part) - wooded area to be acquired permanently situated to the south of Shoulderstick Hall, Wheelers Hill, Little Waltham
- **Once completed, this form together with all accompanying plans and documents should be returned as soon as possible after service of a notice to treat or notice of execution of a vesting declaration in respect of your land to the following address:**

Post: James Dewey, Gateley Hamer, 1 Paternoster Square, London, EC4M 7DX

Email: James.Dewey@gateleyhamer.com

PART I – DETAILS OF THE CLAIMANT AND THEIR INTERESTS

| SECTION A – GENERAL INFORMATION | |
|---------------------------------|---|
| 1 | <p>Full name of claimant as stated on the registered title or lease (where one exists)</p> <p><i>Where the claimant's name is different to that on registered title, please explain. Please also set out any trading names.</i></p> |
| 2 | <p>Have you instructed, or do you intend to instruct a solicitor, surveyor or other person to advise and represent you, or will you deal with this matter yourself?</p> <p><input type="checkbox"/> Solicitor / <input type="checkbox"/> Surveyor / <input type="checkbox"/> Other / <input type="checkbox"/> Myself</p> |
| 2a | <p>If you have instructed or will instruct a solicitor, surveyor or other person to advise and represent you, please provide their address for correspondence.</p> <p>Name of individual and/or practice:</p> <p>Postal address:</p> <p>Email:</p> <p>Telephone:</p> |
| 2b | <p>If you intend to represent yourself, provide your address details for future correspondence relating to this matter.</p> <p>Postal address:</p> <p>Email:</p> <p>Telephone:</p> |
| 3 | <p>Do you have a mortgage or other loan arrangement for the purchase of your interest in the property which has an outstanding balance?</p> <p><input type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>If 'yes', please explain below:</p> <p>Name of lender:</p> <p>Contact address for lender:</p> <p>Lender reference/Roll number:</p> <p>Approximate balance outstanding:</p> <p><i>If you have reason to believe that the market value of the property will be insufficient to enable the present mortgage to be paid off in full, you must advise both your mortgage lender and the acquiring authority as soon as possible.</i></p> |

| | | |
|------------------|--|--|
| <p>3a</p> | <p>If you answered yes to question 3, do you believe the market value of the property is less than the outstanding loan?</p> <p><i>Early identification of negative equity is important to enable appropriate resolution of the situation between lender, acquiring authority and claimant.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please summarise.</p> |
| <p>4</p> | <p>Do you have an interest in the whole of the land identified on the plan provided by the acquiring authority?</p> <p><i>Usually, the acquiring authority will have provided you with a plan showing what it understands to be your interest in the land. It is important to establish whether your understanding is different as to extent of interest.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If no, please explain and provide a plan showing what you consider to be the correct extent of your interest in the land:</p> |
| <p>5</p> | <p>Do you have an interest in other land near to the land to be acquired compulsorily or possessed temporarily? If so, please provide a plan identifying the additional land owned.</p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please confirm the interest you have in this adjacent land and provide details of that interest:</p> <p>Freehold/Leasehold (<i>circle which applies</i>)</p> |
| <p>6</p> | <p>Do you own the freehold or a leasehold interest in the land to be acquired or temporarily possessed?</p> | <p><input type="checkbox"/> Freehold <input type="checkbox"/> Leasehold <input type="checkbox"/> Neither</p> <p>If you own the freehold, complete SECTION B; if leasehold, complete SECTION C; if neither then complete SECTION D. If you have rights over land or restrictive covenants that will be interfered with by the acquisition or temporary possession, complete SECTION D.</p> <p>Please then complete the remainder of the form.</p> |
| <p>7</p> | <p>Have you made an application for a certificate of appropriate alternative development?</p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, have you received a decision on the application? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, was development certified as appropriate alternative development? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If no, have you or do you intend to appeal the decision? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please provide further details on these matters in separate documents as appropriate</p> |

SECTION B – FREEHOLD

| | | |
|-----------------|--|--|
| <p>8</p> | <p>If you own the freehold interest please provide your registered title number (if known)</p> <p>Title number:.....</p> <p>If you do not know your registered title number, please provide a copy of your title and plan (available from your solicitor or by download from HM Land Registry if your title is registered).</p> | |
| <p>9</p> | <p>Have you granted a right of occupation (such as a lease, tenancy or other arrangement) to anyone else?</p> <p><i>For a lease or similar document, if the rent currently payable is different to the rent stated in the lease itself please attach a copy of the memorandum recording the latest agreed rent payable.</i></p> <p><i>If notice (e.g. under section 25 of the Landlord and Tenant Act 1954) has been served on any tenant to terminate their lease or any tenant has served a notice to terminate their tenancy, please provide copies.</i></p> <p><i>If others occupy the land without any agreement in writing to evidence their occupation, please provide full details of the arrangement.</i></p> <p><i>If any occupier is related to you, whether by birth or marriage or by some other arrangement, please provide details of the circumstances of the relationship.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes:</p> <p>a) Please provide a copy of any lease or other written agreement, whereby you have granted someone else occupation together with any related schedule of condition, memorandum relating to rent reviews, alterations etc.</p> <p>b) Please confirm the amount of any rent deposit you hold £.....</p> <p>c) Please confirm the amount of rent currently paid to you £.....</p> <p>d) Please provide a copy of any notice relating to the lease that you have served on your tenant, the effect of which notice is still outstanding (e.g. a break notice, notice under section 25 of the Landlord and Tenant Act 1954 etc) and a copy of any notice served by your tenant on you (e.g. a break notice, notice under section 26 of the Landlord and Tenant Act 1954 etc).</p> <p>e) If there is no lease or agreement in writing, please provide a plan showing the area occupied by any third party and state:</p> <ul style="list-style-type: none"> • The name of the occupier and contact address (if different to above): • Whether or not the land is shared with any other party; if so please provide contact details: • The date the arrangement started: • The current rent payable: • The basis of the rent, i.e. market rent: • The date the above rent became payable: |

| | | |
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| | | <ul style="list-style-type: none"> The date the arrangement finishes: <p>f) If there is a connection or relationship between you as freeholder and any occupier, other than through whatever arrangement that you have made, please provide details of the relationship etc:</p> |
| 10 | <p>Any other encumbrances:</p> <p>Where the following is not stated on the copy of your freehold title that you have provided, please tick the appropriate box and provide details of any of these, using a separate piece of paper</p> | <p><input type="checkbox"/> i) Existing exceptions of mines and minerals and any other exceptions</p> <p><input type="checkbox"/> ii) Rights of the Lord of the Manor to minerals and sporting rights and other rights and names and addresses of the Lord and Steward (if the property was formerly Copyhold).</p> <p><input type="checkbox"/> iii) Any public or private rights of way or any other public or private rights or privileges affecting the property</p> <p><input type="checkbox"/> iv) Existing covenants and restrictions affecting the property</p> <p><input type="checkbox"/> v) Corn Rent payable</p> <p><input type="checkbox"/> vi) Liability to repair the Chancel of any Church</p> <p><input type="checkbox"/> vii) Land drainage rates payable</p> <p><input type="checkbox"/> viii) Yearly rent charges and outgoings</p> <p><input type="checkbox"/> ix) Electricity supply cables and pipelines whether above or below ground</p> <p><input type="checkbox"/> x) Long-term environmental agreements</p> <p><input type="checkbox"/> xi) Other (please explain)</p> |
| 11 | <p>Are there any statutory notices or charges?</p> <p><i>Please detail any notices or charges that affect the property on an ongoing basis. This may include for example any enforcement notices or notices served under section 215 of the Town and Country Planning Act 1990, or any statutory charges such as for example under section 106 of the Town and Country Planning Act 1990 or under the Private Street Works Acts or the Highways Act 1980.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please summarise below, and append particulars of:</p> <ul style="list-style-type: none"> Any notices by a public or local authority affecting the property Any statutory charges affecting the property |

| | | |
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| 12 | <p>Is there any outstanding right to compensation for refusal, conditional grant, revocation or modification of planning permission (section 12 of the Land Compensation Act 1961)?</p> <p><i>The circumstances identified relate to a possible compensation entitlement under the Town and Country Planning Act 1990. If one of these circumstances affects your property you will have been notified by the local planning authority of your entitlement to claim compensation.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide details.</p> |
| 13 | <p>Are there any unimplemented and/or partially implemented planning permissions relating to the property? If so, provide details.</p> <p><i>This question seeks information relating to any development for which planning permission has been granted by the local planning authority but where development has yet to begin or is only partially complete.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide a copy of the planning permission and where a permission has been implemented only in part, identify what remains to be completed.</p> |

SECTION C – LEASEHOLD

| | | |
|----|---|---|
| 14 | <p>If you own a leasehold interest, please provide a copy of your lease and a colour copy of any lease plan.</p> | |
| 15 | <p>Have you granted a right of occupation to anyone else by a sub-lease, licence or other arrangement?</p> <p><i>For a lease or similar document, if the rent currently payable is different to the rent stated in the lease itself please attach a copy of the memorandum recording the latest agreed rent payable.</i></p> <p><i>If notice (e.g. under section 25 of the Landlord and Tenant Act 1954) has been served on any tenant to terminate their lease or any tenant has served a notice to terminate their tenancy, please provide copies.</i></p> <p><i>If others occupy the land without any agreement in writing to evidence their occupation, please provide full details of the arrangement.</i></p> <p><i>If any occupier is related to you, whether by birth or marriage or by some other arrangement, please provide details of the circumstances of the relationship.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes:</p> <p>a) Please provide a copy of any lease, or other written agreement, whereby you have granted someone else occupation.</p> <p>b) If there is no agreement in writing, please provide a plan showing the area let and state:</p> <ul style="list-style-type: none"> • The name of the occupier and contact address (if different to above): • The date the arrangement started: • The current rent payable: • The basis of the rent, i.e. market rent: • The date the above rent became payable: • The date the arrangement finishes: <p>c) If there is a connection or relationship between you as leaseholder and any occupier, other than through</p> |

| | | |
|-----------|--|---|
| | | whatever arrangement that you have made, please provide details of the relationship etc: |
| 16 | <p>Are there any statutory notices or charges?</p> <p><i>Please detail any notices or charges that affect the property on an ongoing basis. This may include for example any enforcement notices or notices served under section 215 of the Town and Country Planning Act 1990, or any statutory charges such as for example under section 106 of the Town and Country Planning Act 1990 or under the Private Street Works Acts or the Highways Act 1980.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please summarise below, and append particulars of:</p> <ul style="list-style-type: none"> • Any notices by a public or local authority affecting the property • Any statutory charges affecting the property |
| 17 | <p>Is there any outstanding right to compensation for refusal, conditional grant, revocation or modification of planning permission (section 12 of the Land Compensation Act 1961)?</p> <p><i>The circumstances identified relate to a possible compensation entitlement under the Town and Country Planning Act 1990. If one of these circumstances affects your property you will have been notified by the local planning authority of your entitlement to claim compensation.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide details.</p> |
| 18 | <p>Are there any unimplemented and/or partially implemented planning permissions relating to the property? If so, provide details.</p> <p><i>This question seeks information relating to any development for which planning permission has been granted by the local planning authority but where development has yet to begin or is only partially complete.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide a copy of the planning permission and where a permission has been implemented only in part, identify what remains to be completed.</p> |

SECTION D – OTHER INTEREST

| | | |
|-----------|--|--|
| 19 | <p>If you neither own the freehold interest nor occupy under a lease or other written agreement, please summarise, and append details of the following:</p> | <p>a) The exact circumstances and extent of your occupation or rights</p> <p>b) The date upon which that occupation commenced, or those rights came into existence</p> <p>c) The legal right by which you believe you are now entitled to be in occupation of the land in question, or the route by which you benefit from any rights over land</p> <p>d) If there is a connection or relationship between you as occupier and your landlord, other than through whatever arrangement that you have made, please provide details of the relationship etc</p> |
|-----------|--|--|

SECTION E – VAT

| | |
|-----------|--|
| 20 | <p>Is the claimant able to fully recover VAT: <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'No', can the claimant partially recover VAT: <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'Yes', please provide evidence (e.g. an accountant's certification) to show what percentage of VAT can usually be recovered</p> <p><i>If you are registered for VAT and so able to recover VAT in full, any claim for compensation that you make for costs incurred will be compensated having regard to the net cost incurred on the presumption that you will recover VAT levied on the cost incurred through your normal quarterly VAT accounting process.</i></p> <p><i>If you only recover VAT partially, the situation which applies to some businesses such as those which provide financial services of one type or another, then you will be compensated for whatever proportion of VAT that cannot be recovered from HMRC. If this applies to you then you will need to provide a statement from your accountant to confirm what percentage of VAT can usually be recovered in each relevant accounting year as the percentage recoverable can vary as between accounting years.</i></p> |
| 21 | <p>Will the sale of the interest in land be liable to VAT? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'Yes', please provide a copy of HMRC acknowledgment of the option to tax</p> <p><i>The sale of an interest in land is not usually subject to VAT; such sales are usually exempt from VAT liability. In some circumstances, however, the owner of the land can opt to be registered for VAT; which option is usually exercised where the landowner incurs regular costs in respect of the land and wishes to recover the VAT which is chargeable on those costs incurred.</i></p> <p><i>If you have opted to pay VAT please provide a copy of HMRC's confirmation so that the Acquiring Authority can be aware as early as possible that it has to reimburse you any VAT that will be payable on the compulsory purchase of the interest in land.</i></p> |

PART II – DETAILS OF THE CLAIM FOR COMPENSATION

In this section of the form the claimant should provide details of the compensation claimed, distinguishing between the amounts under separate heads of claim and summarising how the amount claimed under each head is calculated, and listing any documents which are or will be provided as evidence in support. Please tick each box relevant and then provide a figure and an explanation.

| SECTION F – DETAILS OF CLAIM | | |
|------------------------------|--|--|
| 22 | <p>Market value of the claimant’s interest (pursuant to Rule 2 of the Land Compensation Act 1961, section 5)</p> <p><i>The acquiring authority is seeking to understand the claimant’s claim for the value of their property. In order to assist the acquiring authority’s understanding, you should provide a clear narrative and rationale for the approach taken in determining your view on value. You should provide an explanation to show from where the inputs are derived, and how the calculation has been made. This can be in the form of comparable transactions and particulars, rental evidence, planning information etc.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 23 | <p>Severance to claimant’s retained land (pursuant to the Compulsory Purchase Act 1965, section 7)</p> <p><i>The claimant’s retained land or property may be severed when the acquiring authority has taken/ will take part of their land which contributes to the value of the land as a whole. If you consider the claimant’s retained land has been/ will be impacted as a result of the acquisition of part of their land, you should indicate those impacts, and summarise how you have arrived at your figure of compensation for the consequent depreciation of the retained land.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 24 | <p>Injurious affection to retained land (pursuant to the Compulsory Purchase Act 1965, section 7)</p> <p><i>The claimant’s retained land or property may be injuriously affected if the acquiring authority has taken/ will take part of their land and the scheme results in depreciation to their retained land. If you consider the claimant’s retained land has been/ will be impacted in connection with the execution and use of a scheme, you should indicate what the impacts are, and summarise how you have arrived at your figure of compensation for the depreciation of the retained land.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |

| | | |
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| 25 | <p>Disturbance and other losses to claimant not reflected in value of land (pursuant to Rule 6 of the Land Compensation Act 1961, section 5)</p> <p><i>The acquiring authority can assess a claim for disturbance and other losses not directly reflected in the value of land where this is clearly explained by a claimant. Without this information, it is not possible to evaluate this Head of Claim. Proof of any financial losses as a consequence of the acquisition may be in the form of quotations, invoices, accounts, etc. The key here is to be able to justify and support a demonstrable financial loss. If such losses have not crystallised and evidence will be provided in due course, this should be indicated.</i></p> | <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No |
| 26 | <p>Interference with easements/restrictive covenants etc (pursuant to the Compulsory Purchase Act 1965, section 10)</p> <p><i>The acquiring authority may acquire land which is not owned by the claimant, but where the claimant may have an interest in the land or rights in respect of it which result in a loss.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 27 | <p>Statutory and other loss payments (e.g. home loss payment, basic loss payment, section 37 disturbance loss)</p> <p><i>Under compulsory purchase legislation a claimant may be entitled to statutory loss payments (see sections 29-33K of the Land Compensation Act 1973). Provided the claimant meets the qualifying interests' criteria, you should state which loss payment(s) you are claiming for, provide the basis for your entitlement and how you have arrived at this figure.</i></p> <p><i>This is also the appropriate box in which to make a claim for disturbance loss payments for claimants in lawful possession but with no interest in land, pursuant to section 37 of the Land Compensation Act 1973.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 28 | <p>Total claim (gross)</p> | <p>£</p> |
| 29 | <p>Deduction for any betterment</p> <p><i>Betterment is the enhancement in the value of a claimant's land resulting from the scheme underlying the acquisition.</i></p> <p><i>If you consider this is applicable to your claim, you should provide details of the betterment, which will then be offset against the remainder of the claim. Identifying betterment is consistent with the duty to provide a realistic and reasonable valuation.</i></p> | |

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| 30 | Total claim (net) | £ |
| 31 | <p>Advance payment request</p> <p>Do you wish your compensation claim to be considered as a request for an advance payment under section 52 of the Land Compensation Act 1973?</p> <p><i>You are entitled to make a request for an advance payment for the claimant. This is a payment, made within two months, of 90% of the acquiring authority's valuation of the claim. A request will therefore require the acquiring authority to make an assessment of the claim, and it is therefore important that they have sufficient information to do so.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 32 | <p>Temporary possession</p> <p>Where a loss is incurred as a result of temporary possession of land, you should provide further detail including: dates/ duration of occupation; use of land/ property; the nature of the loss; supporting evidence to quantify the loss etc.</p> <p><i>The acquiring authority may possess land on a temporary basis, which in doing so has resulted in a financial loss.</i></p> <p><i>Please note, losses arising from temporary possession cannot be subject to an advance payment request.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |

Date..... Signed by or on behalf of the claimant.....

If not signed by the claimant, please state the capacity in which signed.....

Name and address of signatory (if different to the answer at Q2a or Q2b):.....

GUIDANCE NOTES ON COMPLETING THIS FORM

1. If this form has been sent to you by an authority possessing compulsory purchase powers, the plan attached to the notice identifying the relevant authorisation for the compulsory acquisition of land shows the land to be acquired (or in respect of which temporary possession is to be taken) and in respect of which it is believed you have an interest.
2. If you wish to make a claim for compensation in respect of the land identified in the notice/on the plan, you should answer the relevant questions in this form and provide the requested documentation to support your claim for compensation.

When can the form be completed?

3. An acquiring authority is encouraged to distribute this claim form at the earliest opportunity. It does not need to wait until it exercises its compulsory purchase powers (by service of notice to treat or the making of a general vesting declaration).
4. Claimants may wish to complete the form as soon as they have been notified that compulsory purchase powers that might affect their property have become operative.
5. If a claim form is submitted to an acquiring authority prior to the confirmation of compulsory purchase powers, the acquiring authority should notify the claimant that it awaits confirmation of those powers, but retain the form for processing once the powers are confirmed and acquisition notices have been served.
6. Once a notice to treat has been served on a claimant, if the claimant does not respond within 21 days stating the particulars of their claim for compensation or negotiate with the acquiring authority in respect of their claim, an acquiring authority is entitled to make a reference to the Upper Tribunal on the question of disputed compensation ([section 6 of the Compulsory Purchase Act 1965](#)).
7. Should a claimant's circumstances change following the initial completion of the claim form, a further version can be submitted. Alternatively, the acquiring authority can be notified of the change by correspondence making reference to the earlier claim form.

Advance Payment

8. Completing the form at the earliest opportunity will help to ensure that the acquiring authority has the information it needs to make an advance payment of the compensation payable for the compulsory acquisition of land under the [Land Compensation Act 1973](#) (if requested to do so).
9. A section 52 claim for an advance payment under the [Land Compensation Act 1973](#) requires the acquiring authority to assess the claim received, and therefore the claimant needs to provide sufficient information to allow the acquiring authority to review the claim. This is stipulated under [section 52\(2\) of the Land Compensation Act 1973](#). Where the acquiring authority does not consider it has sufficient information, it will request further information from the claimant.

10. An advance payment will be made at 90% of the acquiring authority's assessment of the claim, unless the claim has been agreed in a full and final capacity. Note – acceptance of the advance payment sum by the claimant is not acceptance of the acquiring authority's assessment of compensation.

Completion of the form

11. The completion of this form will allow the acquiring authority to assess the level of compensation payable to the claimant. The claim form itself is not prescriptive or mandatory to use but may be adapted to the particular circumstances of a specific claim provided that the necessary information is provided.
12. This form should only be completed by a claimant or instructed professional representative with the appropriate knowledge of the compulsory purchase process. Claimants are entitled to professional guidance throughout the compulsory purchase process. For example, the Royal Institution of Chartered Surveyors offers a "Find A Surveyor" service to assist in identifying an appropriate independent professional. Likewise, the Compulsory Purchase Association publishes a list of its members.
13. Where the claimant has instructed a professional representative to act on their behalf in relation to a claim for compensation (a surveyor, lawyer, accountant for example), the claimant will initially be liable for the professional's fees, however, reasonable and proportionate professional fees can be claimed from the acquiring authority. These fees must be commensurate to the work undertaken. Where a compulsory purchase order has not yet been made or confirmed, prospective claimants should seek assurances on recovery of fees from the acquiring authority.
14. You should answer all questions relevant to your claim as fully and accurately as possible and provide copies of all documentation requested in this form. Please ensure documents are appropriately labelled, and provide an index listing each document that is appended to the claim form. Where there is insufficient space in the question boxes below, please use a continuation sheet and explain that an answer has been provided separately in this way.
15. If the question of compensation is referred to the Upper Tribunal, a claimant risks an award of costs by the Tribunal in favour of the acquiring authority if they have not provided a detailed claim in time to enable the acquiring authority to make a proper offer ([section 4 of the Land Compensation Act 1961](#)). An acquiring authority should share with the claimant any Rule 2 valuations in its possession, including for example information it may have about comparables (relevant property market evidence) in the area and other relevant information.
16. Claimants and acquiring authorities are reminded that alternative dispute resolution should be considered at all stages.
17. Further general guidance on the compulsory acquisition and compensation process can be found at:
 - The Ministry of Housing, Communities and Local Government:
<https://www.gov.uk/government/collections/compulsory-purchase-system-guidance>
 - The Valuation Office Agency; Land Compensation Manual:
<https://www.gov.uk/government/publications/the-land-compensation-manual>

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Model Claim Form

Claim for compensation for the compulsory acquisition or occupation of land

This is a model claim form to be used to provide the information required:

- for a claim for compensation for the compulsory acquisition of land and / or the taking of temporary possession; and/or
- when applying for an advance payment, whether in advance of or after possession is taken, in accordance with [section 52 of the Land Compensation Act 1973](#) (as amended).

The guidance notes at the end of the model claim form should be referred to before the form is completed.

Where the acquiring authority intends to send this form to a claimant whose land or rights are to be acquired, the acquiring authority should fill in the information requested on this first page. In any other case, the claimant (or their professional representative) should fill it in.

Claimants are strongly encouraged to instruct an appropriate professional (e.g. surveyor or solicitor) who specialises in compulsory purchase to complete this form. As explained in the guidance notes below, claimants are generally entitled to recover costs incurred for such professional fees.

- **Title of the Compulsory Purchase Order or other document authorising acquisition / temporary possession:** The Longfield Solar Farm Order 2023
- **For compulsory acquisition**
- **Acquiring authority:** Longfield Solar Energy Farm Limited
- **Address of property to be acquired or in respect of which temporary possession is to be taken:**
Plot 6/2 (part) - wooded area to be acquired permanently situated to the south of Shoulderstick Hall, Wheelers Hill, Little Waltham
- **Once completed, this form together with all accompanying plans and documents should be returned as soon as possible after service of a notice to treat or notice of execution of a vesting declaration in respect of your land to the following address:**

Post: James Dewey, Gateley Hamer, 1 Paternoster Square, London, EC4M 7DX

Email: James.Dewey@gateleyhamer.com

PART I – DETAILS OF THE CLAIMANT AND THEIR INTERESTS

| SECTION A – GENERAL INFORMATION | |
|---------------------------------|---|
| 1 | <p>Full name of claimant as stated on the registered title or lease (where one exists)</p> <p><i>Where the claimant's name is different to that on registered title, please explain. Please also set out any trading names.</i></p> |
| 2 | <p>Have you instructed, or do you intend to instruct a solicitor, surveyor or other person to advise and represent you, or will you deal with this matter yourself?</p> <p><input type="checkbox"/> Solicitor / <input type="checkbox"/> Surveyor / <input type="checkbox"/> Other / <input type="checkbox"/> Myself</p> |
| 2a | <p>If you have instructed or will instruct a solicitor, surveyor or other person to advise and represent you, please provide their address for correspondence.</p> <p>Name of individual and/or practice:</p> <p>Postal address:</p> <p>Email:</p> <p>Telephone:</p> |
| 2b | <p>If you intend to represent yourself, provide your address details for future correspondence relating to this matter.</p> <p>Postal address:</p> <p>Email:</p> <p>Telephone:</p> |
| 3 | <p>Do you have a mortgage or other loan arrangement for the purchase of your interest in the property which has an outstanding balance?</p> <p><input type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>If 'yes', please explain below:</p> <p>Name of lender:</p> <p>Contact address for lender:</p> <p>Lender reference/Roll number:</p> <p>Approximate balance outstanding:</p> <p><i>If you have reason to believe that the market value of the property will be insufficient to enable the present mortgage to be paid off in full, you must advise both your mortgage lender and the acquiring authority as soon as possible.</i></p> |

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| <p>3a</p> | <p>If you answered yes to question 3, do you believe the market value of the property is less than the outstanding loan?</p> <p><i>Early identification of negative equity is important to enable appropriate resolution of the situation between lender, acquiring authority and claimant.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please summarise.</p> |
| <p>4</p> | <p>Do you have an interest in the whole of the land identified on the plan provided by the acquiring authority?</p> <p><i>Usually, the acquiring authority will have provided you with a plan showing what it understands to be your interest in the land. It is important to establish whether your understanding is different as to extent of interest.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If no, please explain and provide a plan showing what you consider to be the correct extent of your interest in the land:</p> |
| <p>5</p> | <p>Do you have an interest in other land near to the land to be acquired compulsorily or possessed temporarily? If so, please provide a plan identifying the additional land owned.</p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please confirm the interest you have in this adjacent land and provide details of that interest:</p> <p>Freehold/Leasehold (<i>circle which applies</i>)</p> |
| <p>6</p> | <p>Do you own the freehold or a leasehold interest in the land to be acquired or temporarily possessed?</p> | <p><input type="checkbox"/> Freehold <input type="checkbox"/> Leasehold <input type="checkbox"/> Neither</p> <p>If you own the freehold, complete SECTION B; if leasehold, complete SECTION C; if neither then complete SECTION D. If you have rights over land or restrictive covenants that will be interfered with by the acquisition or temporary possession, complete SECTION D.</p> <p>Please then complete the remainder of the form.</p> |
| <p>7</p> | <p>Have you made an application for a certificate of appropriate alternative development?</p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, have you received a decision on the application? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, was development certified as appropriate alternative development? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If no, have you or do you intend to appeal the decision? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please provide further details on these matters in separate documents as appropriate</p> |

SECTION B – FREEHOLD

| | | |
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| <p>8</p> | <p>If you own the freehold interest please provide your registered title number (if known)</p> <p>Title number:.....</p> <p>If you do not know your registered title number, please provide a copy of your title and plan (available from your solicitor or by download from HM Land Registry if your title is registered).</p> | |
| <p>9</p> | <p>Have you granted a right of occupation (such as a lease, tenancy or other arrangement) to anyone else?</p> <p><i>For a lease or similar document, if the rent currently payable is different to the rent stated in the lease itself please attach a copy of the memorandum recording the latest agreed rent payable.</i></p> <p><i>If notice (e.g. under section 25 of the Landlord and Tenant Act 1954) has been served on any tenant to terminate their lease or any tenant has served a notice to terminate their tenancy, please provide copies.</i></p> <p><i>If others occupy the land without any agreement in writing to evidence their occupation, please provide full details of the arrangement.</i></p> <p><i>If any occupier is related to you, whether by birth or marriage or by some other arrangement, please provide details of the circumstances of the relationship.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes:</p> <p>a) Please provide a copy of any lease or other written agreement, whereby you have granted someone else occupation together with any related schedule of condition, memorandum relating to rent reviews, alterations etc.</p> <p>b) Please confirm the amount of any rent deposit you hold £.....</p> <p>c) Please confirm the amount of rent currently paid to you £.....</p> <p>d) Please provide a copy of any notice relating to the lease that you have served on your tenant, the effect of which notice is still outstanding (e.g. a break notice, notice under section 25 of the Landlord and Tenant Act 1954 etc) and a copy of any notice served by your tenant on you (e.g. a break notice, notice under section 26 of the Landlord and Tenant Act 1954 etc).</p> <p>e) If there is no lease or agreement in writing, please provide a plan showing the area occupied by any third party and state:</p> <ul style="list-style-type: none"> • The name of the occupier and contact address (if different to above): • Whether or not the land is shared with any other party; if so please provide contact details: • The date the arrangement started: • The current rent payable: • The basis of the rent, i.e. market rent: • The date the above rent became payable: |

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| | | <ul style="list-style-type: none"> The date the arrangement finishes: <p>f) If there is a connection or relationship between you as freeholder and any occupier, other than through whatever arrangement that you have made, please provide details of the relationship etc:</p> |
| 10 | <p>Any other encumbrances:</p> <p>Where the following is not stated on the copy of your freehold title that you have provided, please tick the appropriate box and provide details of any of these, using a separate piece of paper</p> | <p><input type="checkbox"/> i) Existing exceptions of mines and minerals and any other exceptions</p> <p><input type="checkbox"/> ii) Rights of the Lord of the Manor to minerals and sporting rights and other rights and names and addresses of the Lord and Steward (if the property was formerly Copyhold).</p> <p><input type="checkbox"/> iii) Any public or private rights of way or any other public or private rights or privileges affecting the property</p> <p><input type="checkbox"/> iv) Existing covenants and restrictions affecting the property</p> <p><input type="checkbox"/> v) Corn Rent payable</p> <p><input type="checkbox"/> vi) Liability to repair the Chancel of any Church</p> <p><input type="checkbox"/> vii) Land drainage rates payable</p> <p><input type="checkbox"/> viii) Yearly rent charges and outgoings</p> <p><input type="checkbox"/> ix) Electricity supply cables and pipelines whether above or below ground</p> <p><input type="checkbox"/> x) Long-term environmental agreements</p> <p><input type="checkbox"/> xi) Other (please explain)</p> |
| 11 | <p>Are there any statutory notices or charges?</p> <p><i>Please detail any notices or charges that affect the property on an ongoing basis. This may include for example any enforcement notices or notices served under section 215 of the Town and Country Planning Act 1990, or any statutory charges such as for example under section 106 of the Town and Country Planning Act 1990 or under the Private Street Works Acts or the Highways Act 1980.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please summarise below, and append particulars of:</p> <ul style="list-style-type: none"> Any notices by a public or local authority affecting the property Any statutory charges affecting the property |

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| 12 | <p>Is there any outstanding right to compensation for refusal, conditional grant, revocation or modification of planning permission (section 12 of the Land Compensation Act 1961)?</p> <p><i>The circumstances identified relate to a possible compensation entitlement under the Town and Country Planning Act 1990. If one of these circumstances affects your property you will have been notified by the local planning authority of your entitlement to claim compensation.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide details.</p> |
| 13 | <p>Are there any unimplemented and/or partially implemented planning permissions relating to the property? If so, provide details.</p> <p><i>This question seeks information relating to any development for which planning permission has been granted by the local planning authority but where development has yet to begin or is only partially complete.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide a copy of the planning permission and where a permission has been implemented only in part, identify what remains to be completed.</p> |

SECTION C – LEASEHOLD

| | | |
|----|---|---|
| 14 | <p>If you own a leasehold interest, please provide a copy of your lease and a colour copy of any lease plan.</p> | |
| 15 | <p>Have you granted a right of occupation to anyone else by a sub-lease, licence or other arrangement?</p> <p><i>For a lease or similar document, if the rent currently payable is different to the rent stated in the lease itself please attach a copy of the memorandum recording the latest agreed rent payable.</i></p> <p><i>If notice (e.g. under section 25 of the Landlord and Tenant Act 1954) has been served on any tenant to terminate their lease or any tenant has served a notice to terminate their tenancy, please provide copies.</i></p> <p><i>If others occupy the land without any agreement in writing to evidence their occupation, please provide full details of the arrangement.</i></p> <p><i>If any occupier is related to you, whether by birth or marriage or by some other arrangement, please provide details of the circumstances of the relationship.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes:</p> <p>a) Please provide a copy of any lease, or other written agreement, whereby you have granted someone else occupation.</p> <p>b) If there is no agreement in writing, please provide a plan showing the area let and state:</p> <ul style="list-style-type: none"> • The name of the occupier and contact address (if different to above): • The date the arrangement started: • The current rent payable: • The basis of the rent, i.e. market rent: • The date the above rent became payable: • The date the arrangement finishes: <p>c) If there is a connection or relationship between you as leaseholder and any occupier, other than through</p> |

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| | | whatever arrangement that you have made, please provide details of the relationship etc: |
| 16 | <p>Are there any statutory notices or charges?</p> <p><i>Please detail any notices or charges that affect the property on an ongoing basis. This may include for example any enforcement notices or notices served under section 215 of the Town and Country Planning Act 1990, or any statutory charges such as for example under section 106 of the Town and Country Planning Act 1990 or under the Private Street Works Acts or the Highways Act 1980.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>Please summarise below, and append particulars of:</p> <ul style="list-style-type: none"> • Any notices by a public or local authority affecting the property • Any statutory charges affecting the property |
| 17 | <p>Is there any outstanding right to compensation for refusal, conditional grant, revocation or modification of planning permission (section 12 of the Land Compensation Act 1961)?</p> <p><i>The circumstances identified relate to a possible compensation entitlement under the Town and Country Planning Act 1990. If one of these circumstances affects your property you will have been notified by the local planning authority of your entitlement to claim compensation.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide details.</p> |
| 18 | <p>Are there any unimplemented and/or partially implemented planning permissions relating to the property? If so, provide details.</p> <p><i>This question seeks information relating to any development for which planning permission has been granted by the local planning authority but where development has yet to begin or is only partially complete.</i></p> | <p><input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If yes, please provide a copy of the planning permission and where a permission has been implemented only in part, identify what remains to be completed.</p> |

SECTION D – OTHER INTEREST

| | | |
|-----------|--|--|
| 19 | <p>If you neither own the freehold interest nor occupy under a lease or other written agreement, please summarise, and append details of the following:</p> | <p>a) The exact circumstances and extent of your occupation or rights</p> <p>b) The date upon which that occupation commenced, or those rights came into existence</p> <p>c) The legal right by which you believe you are now entitled to be in occupation of the land in question, or the route by which you benefit from any rights over land</p> <p>d) If there is a connection or relationship between you as occupier and your landlord, other than through whatever arrangement that you have made, please provide details of the relationship etc</p> |
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SECTION E – VAT

| | |
|-----------|--|
| 20 | <p>Is the claimant able to fully recover VAT: <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'No', can the claimant partially recover VAT: <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'Yes', please provide evidence (e.g. an accountant's certification) to show what percentage of VAT can usually be recovered</p> <p><i>If you are registered for VAT and so able to recover VAT in full, any claim for compensation that you make for costs incurred will be compensated having regard to the net cost incurred on the presumption that you will recover VAT levied on the cost incurred through your normal quarterly VAT accounting process.</i></p> <p><i>If you only recover VAT partially, the situation which applies to some businesses such as those which provide financial services of one type or another, then you will be compensated for whatever proportion of VAT that cannot be recovered from HMRC. If this applies to you then you will need to provide a statement from your accountant to confirm what percentage of VAT can usually be recovered in each relevant accounting year as the percentage recoverable can vary as between accounting years.</i></p> |
| 21 | <p>Will the sale of the interest in land be liable to VAT? <input type="checkbox"/>Yes / <input type="checkbox"/>No</p> <p>If 'Yes', please provide a copy of HMRC acknowledgment of the option to tax</p> <p><i>The sale of an interest in land is not usually subject to VAT; such sales are usually exempt from VAT liability. In some circumstances, however, the owner of the land can opt to be registered for VAT; which option is usually exercised where the landowner incurs regular costs in respect of the land and wishes to recover the VAT which is chargeable on those costs incurred.</i></p> <p><i>If you have opted to pay VAT please provide a copy of HMRC's confirmation so that the Acquiring Authority can be aware as early as possible that it has to reimburse you any VAT that will be payable on the compulsory purchase of the interest in land.</i></p> |

PART II – DETAILS OF THE CLAIM FOR COMPENSATION

In this section of the form the claimant should provide details of the compensation claimed, distinguishing between the amounts under separate heads of claim and summarising how the amount claimed under each head is calculated, and listing any documents which are or will be provided as evidence in support. Please tick each box relevant and then provide a figure and an explanation.

| SECTION F – DETAILS OF CLAIM | | |
|------------------------------|--|--|
| 22 | <p>Market value of the claimant’s interest (pursuant to Rule 2 of the Land Compensation Act 1961, section 5)</p> <p><i>The acquiring authority is seeking to understand the claimant’s claim for the value of their property. In order to assist the acquiring authority’s understanding, you should provide a clear narrative and rationale for the approach taken in determining your view on value. You should provide an explanation to show from where the inputs are derived, and how the calculation has been made. This can be in the form of comparable transactions and particulars, rental evidence, planning information etc.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 23 | <p>Severance to claimant’s retained land (pursuant to the Compulsory Purchase Act 1965, section 7)</p> <p><i>The claimant’s retained land or property may be severed when the acquiring authority has taken/ will take part of their land which contributes to the value of the land as a whole. If you consider the claimant’s retained land has been/ will be impacted as a result of the acquisition of part of their land, you should indicate those impacts, and summarise how you have arrived at your figure of compensation for the consequent depreciation of the retained land.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 24 | <p>Injurious affection to retained land (pursuant to the Compulsory Purchase Act 1965, section 7)</p> <p><i>The claimant’s retained land or property may be injuriously affected if the acquiring authority has taken/ will take part of their land and the scheme results in depreciation to their retained land. If you consider the claimant’s retained land has been/ will be impacted in connection with the execution and use of a scheme, you should indicate what the impacts are, and summarise how you have arrived at your figure of compensation for the depreciation of the retained land.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |

| | | |
|----|---|---|
| 25 | <p>Disturbance and other losses to claimant not reflected in value of land (pursuant to Rule 6 of the Land Compensation Act 1961, section 5)</p> <p><i>The acquiring authority can assess a claim for disturbance and other losses not directly reflected in the value of land where this is clearly explained by a claimant. Without this information, it is not possible to evaluate this Head of Claim. Proof of any financial losses as a consequence of the acquisition may be in the form of quotations, invoices, accounts, etc. The key here is to be able to justify and support a demonstrable financial loss. If such losses have not crystallised and evidence will be provided in due course, this should be indicated.</i></p> | <input checked="" type="checkbox"/> Yes / <input type="checkbox"/> No |
| 26 | <p>Interference with easements/restrictive covenants etc (pursuant to the Compulsory Purchase Act 1965, section 10)</p> <p><i>The acquiring authority may acquire land which is not owned by the claimant, but where the claimant may have an interest in the land or rights in respect of it which result in a loss.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 27 | <p>Statutory and other loss payments (e.g. home loss payment, basic loss payment, section 37 disturbance loss)</p> <p><i>Under compulsory purchase legislation a claimant may be entitled to statutory loss payments (see sections 29-33K of the Land Compensation Act 1973). Provided the claimant meets the qualifying interests' criteria, you should state which loss payment(s) you are claiming for, provide the basis for your entitlement and how you have arrived at this figure.</i></p> <p><i>This is also the appropriate box in which to make a claim for disturbance loss payments for claimants in lawful possession but with no interest in land, pursuant to section 37 of the Land Compensation Act 1973.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 28 | <p>Total claim (gross)</p> | <p>£</p> |
| 29 | <p>Deduction for any betterment</p> <p><i>Betterment is the enhancement in the value of a claimant's land resulting from the scheme underlying the acquisition.</i></p> <p><i>If you consider this is applicable to your claim, you should provide details of the betterment, which will then be offset against the remainder of the claim. Identifying betterment is consistent with the duty to provide a realistic and reasonable valuation.</i></p> | |

| | | |
|-----------|--|--|
| 30 | Total claim (net) | £ |
| 31 | <p>Advance payment request</p> <p>Do you wish your compensation claim to be considered as a request for an advance payment under section 52 of the Land Compensation Act 1973?</p> <p><i>You are entitled to make a request for an advance payment for the claimant. This is a payment, made within two months, of 90% of the acquiring authority's valuation of the claim. A request will therefore require the acquiring authority to make an assessment of the claim, and it is therefore important that they have sufficient information to do so.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |
| 32 | <p>Temporary possession</p> <p>Where a loss is incurred as a result of temporary possession of land, you should provide further detail including: dates/ duration of occupation; use of land/ property; the nature of the loss; supporting evidence to quantify the loss etc.</p> <p><i>The acquiring authority may possess land on a temporary basis, which in doing so has resulted in a financial loss.</i></p> <p><i>Please note, losses arising from temporary possession cannot be subject to an advance payment request.</i></p> | <input type="checkbox"/> Yes / <input type="checkbox"/> No |

Date..... Signed by or on behalf of the claimant.....

If not signed by the claimant, please state the capacity in which signed.....

Name and address of signatory (if different to the answer at Q2a or Q2b):.....

GUIDANCE NOTES ON COMPLETING THIS FORM

1. If this form has been sent to you by an authority possessing compulsory purchase powers, the plan attached to the notice identifying the relevant authorisation for the compulsory acquisition of land shows the land to be acquired (or in respect of which temporary possession is to be taken) and in respect of which it is believed you have an interest.
2. If you wish to make a claim for compensation in respect of the land identified in the notice/on the plan, you should answer the relevant questions in this form and provide the requested documentation to support your claim for compensation.

When can the form be completed?

3. An acquiring authority is encouraged to distribute this claim form at the earliest opportunity. It does not need to wait until it exercises its compulsory purchase powers (by service of notice to treat or the making of a general vesting declaration).
4. Claimants may wish to complete the form as soon as they have been notified that compulsory purchase powers that might affect their property have become operative.
5. If a claim form is submitted to an acquiring authority prior to the confirmation of compulsory purchase powers, the acquiring authority should notify the claimant that it awaits confirmation of those powers, but retain the form for processing once the powers are confirmed and acquisition notices have been served.
6. Once a notice to treat has been served on a claimant, if the claimant does not respond within 21 days stating the particulars of their claim for compensation or negotiate with the acquiring authority in respect of their claim, an acquiring authority is entitled to make a reference to the Upper Tribunal on the question of disputed compensation ([section 6 of the Compulsory Purchase Act 1965](#)).
7. Should a claimant's circumstances change following the initial completion of the claim form, a further version can be submitted. Alternatively, the acquiring authority can be notified of the change by correspondence making reference to the earlier claim form.

Advance Payment

8. Completing the form at the earliest opportunity will help to ensure that the acquiring authority has the information it needs to make an advance payment of the compensation payable for the compulsory acquisition of land under the [Land Compensation Act 1973](#) (if requested to do so).
9. A section 52 claim for an advance payment under the [Land Compensation Act 1973](#) requires the acquiring authority to assess the claim received, and therefore the claimant needs to provide sufficient information to allow the acquiring authority to review the claim. This is stipulated under [section 52\(2\) of the Land Compensation Act 1973](#). Where the acquiring authority does not consider it has sufficient information, it will request further information from the claimant.

10. An advance payment will be made at 90% of the acquiring authority's assessment of the claim, unless the claim has been agreed in a full and final capacity. Note – acceptance of the advance payment sum by the claimant is not acceptance of the acquiring authority's assessment of compensation.

Completion of the form

11. The completion of this form will allow the acquiring authority to assess the level of compensation payable to the claimant. The claim form itself is not prescriptive or mandatory to use but may be adapted to the particular circumstances of a specific claim provided that the necessary information is provided.
12. This form should only be completed by a claimant or instructed professional representative with the appropriate knowledge of the compulsory purchase process. Claimants are entitled to professional guidance throughout the compulsory purchase process. For example, the Royal Institution of Chartered Surveyors offers a "Find A Surveyor" service to assist in identifying an appropriate independent professional. Likewise, the Compulsory Purchase Association publishes a list of its members.
13. Where the claimant has instructed a professional representative to act on their behalf in relation to a claim for compensation (a surveyor, lawyer, accountant for example), the claimant will initially be liable for the professional's fees, however, reasonable and proportionate professional fees can be claimed from the acquiring authority. These fees must be commensurate to the work undertaken. Where a compulsory purchase order has not yet been made or confirmed, prospective claimants should seek assurances on recovery of fees from the acquiring authority.
14. You should answer all questions relevant to your claim as fully and accurately as possible and provide copies of all documentation requested in this form. Please ensure documents are appropriately labelled, and provide an index listing each document that is appended to the claim form. Where there is insufficient space in the question boxes below, please use a continuation sheet and explain that an answer has been provided separately in this way.
15. If the question of compensation is referred to the Upper Tribunal, a claimant risks an award of costs by the Tribunal in favour of the acquiring authority if they have not provided a detailed claim in time to enable the acquiring authority to make a proper offer ([section 4 of the Land Compensation Act 1961](#)). An acquiring authority should share with the claimant any Rule 2 valuations in its possession, including for example information it may have about comparables (relevant property market evidence) in the area and other relevant information.
16. Claimants and acquiring authorities are reminded that alternative dispute resolution should be considered at all stages.
17. Further general guidance on the compulsory acquisition and compensation process can be found at:
 - The Ministry of Housing, Communities and Local Government:
<https://www.gov.uk/government/collections/compulsory-purchase-system-guidance>
 - The Valuation Office Agency; Land Compensation Manual:
<https://www.gov.uk/government/publications/the-land-compensation-manual>

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