Dear Matt,

I am making good progress with the above examination and have nearly completed my assessment.  However, some matters have arisen on which I would be grateful for your kind assistance and that of the Parish Council.

A number of queries of a factual nature or matters on which I seek further clarification or information have arisen during my review of the Neighbourhood Plan.  Subject to the satisfactory resolution of these issues, I do not consider at this stage that a hearing will be needed, but this will depend on the information provided.   It is not unusual at all for me to have a few queries or to ask for some further information so please reassure the Parish Council that this is quite ‘normal’.

I would be most grateful if both Councils as appropriate would respond to these queries which are detailed in the attachment.  I have sent you this in word format so that some of the answers may be easily added in to it if you so wish.

I would usually suggest a week or so to come back to me with the responses to maintain momentum with the examination.  However, with circumstances as they are, and given the nature of the queries which include the production of a map, I would like to ask that you come back to me by close of business on **Friday 16 October**which I hope is a reasonable length of time for the queries to be considered and for any liaison between HDC and the PC as needed to take place.

I’d like to point out that I am requesting a word version of the Design Guide.  By way of explanation this is because it contains a variety of requirements including policy requirements that should not be included in such a document.  I think the easiest way forward is if I alter the document to show my intended modifications and the easiest way to do this seems to be via tracked changes or similar.  You and the PC can then consider this.  I am then very likely to say that the document will probably then need to be consulted upon publicly again for a period of two weeks as the document is likely to be substantially revised.  Therefore if you can get this document to me earlier than the 16 October, I can work on this in the meantime and we can get the consultation process in motion to avoid any delays.

The other thing which I must emphasise is that in sending me further information/explanation I can only accept previously published or publicly available documents.

It would be very helpful to me if all the answers could be collated together and that just one bundle of responses is sent to me by you.

This email, the attachment with the questions (and the responses to them) will be a matter of public record and should be placed on the appropriate websites.  I anticipate you will forward this email on to the Parish Council as soon as reasonably practicable.

With many thanks in anticipation of your kind assistance, and of course please do not hesitate to contact me if anything is not clear or if any queries arise.

Kind regards Ann

Ann Skippers

Ann Skippers Planning

Chartered Town Planners