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Dear Ms.Skeels,

## **Examination of the Wymondley Neighbourhood Development Plan.**

### **Exploratory Meeting**

**To be held Friday 30 November between 10.30am and 1.30pm**

**At: North Hertfordshire District Council Offices, Gernon Road, Letchworth Garden City, SG6 3JF.**

As the independent examiner of the Wymondley Neighbourhood Plan, having read the plan, supporting documents and representations, I consider that it would be helpful to my examination to hold an exploratory meeting as advised in the NPIERS Neighbourhood Planning Guidance. The meeting is to assist me in assessing whether the Plan meets the Basic Conditions in particular that it is in general conformity with the Development Plan and National Planning Policy objectives.

Please find below an initial list of topics (issues) which I wish to explore at the meeting. I also include a procedural note for the meeting which includes a list of those I wish to invite to participate. Copies should be sent to the Qualifying Body, statutory consultees and to all who made representation on the plan in accordance with Regulation 16 and who asked to be notified. It should also be posted on the Council and Neighbourhood Plan web site. Any further material submitted in the course of examination, including any further written statements should be made publicly available on the same web site(s).

The focus of the meeting will be to explore how the policies within the Neighbourhood Plan meet the Basic Conditions, particularly whether they have regard to National Policy and guidance and if the plan is in general conformity with the Development Plan. This will focus on housing but does relate to other policies in the plan.

### **Procedure at the exploratory meeting:**

The meeting is held in public, but it is not a public meeting in the sense that anyone may speak. Only those invited to participate will be permitted to speak. The meeting will take the form of a structured exploration of the issues identified and based on an agenda which will be circulated in advance.

On the day, I will make a short introduction, including an explanation of the examination process and then proceed to the agenda items. Agenda items will be taken in turn and I will ask questions of the person I consider to be the most appropriate to commence discussion on the item to do so.

I do not expect written submissions in advance of the meeting. I would suggest that the invitees need to prepare notes for to help you remember the points you want to make in response for the discussion topics

A full note of the discussion will be taken on the day so that there is a record of participants' views

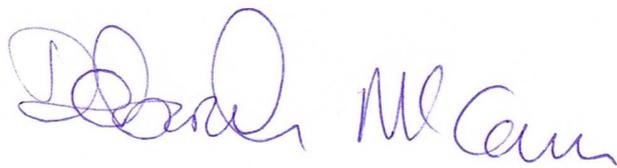
after the meeting.

The issues I have raised do not necessarily preclude a related point or question being made in respect of the topic under discussion, they are simply a framework to ensure that the issues that have occurred to me, whilst reading the Neighbourhood Plan, supporting documents and representations received are covered.

## **INVITEES**

Representatives of the Qualifying Body, Wymondley Parish Council  
Representatives of Wymondley Neighbourhood Plan Group  
Representatives of North Herts District Council

Kind regards



Deborah McCann BSc MRICS MRTPI Dip Arch Con Dip LD  
Planning Consultant  
NPIERS Examiner  
CEDR accredited mediator

3<sup>rd</sup> November 2018