

# INDEPENDENT EXAMINATION OF THE NORTHILL PARISH NEIGHBOURHOOD PLAN

EXAMINER: Patrick Whitehead DipTP (Nott) MRTPI

Mrs Lesley Rowe  
Clerk to Northill Parish Council

Tom Price  
Central Bedfordshire Council

Examination Ref: 01/PW/NNP

Via email

2 May 2019

Dear Mrs Rowe and Mr Price

## NORTHILL PARISH NEIGHBOURHOOD PLAN EXAMINATION

Following the submission of the Northill Parish Neighbourhood Plan for examination, I would like to clarify several initial procedural matters and make a request to the Parish Council.

### 1. Examination Documentation

I can confirm that I am satisfied that I have received a complete submission of the draft Plan and accompanying documentation, including the Basic Conditions Statement, the Consultation Statement and the Regulation 16 representations, to enable me to undertake the examination.

Subject to my detailed assessment of the draft Plan, I have not at this initial stage identified any very significant and obvious flaws in the Plan that might lead me to advise that the examination should not proceed.

### 2. Site Visit

I will undertake a site visit to the neighbourhood plan area during the week commencing Monday 6 May 2019. This will assist in my assessment of the draft Plan, including the issues identified in the representations.

The site visit will be undertaken unaccompanied. It is very important that I am not approached to discuss any aspects of the Plan or the neighbourhood area, as this may be perceived to prejudice my independence and risk compromising the fairness of the examination process.

### 3. Written Representations

At this stage, I consider the examination can be conducted solely by the written representations procedure, without the need for a hearing. However, I will reserve the option to convene a hearing should a matter come to light where I consider that a hearing is necessary to ensure the adequate examination of an issue, or to ensure that a person has a fair chance to put a case.

### 4. Further Clarification

I request that clarification be provided regarding the Plan period. The Vision statement on page 19 refers to principles which will be applied "*over the next 15 years*". However, the Executive Summary

refers to an end date of 2031, whilst paragraph 1.1.8 refers to the Plan being in force “*from 2018 - 2031*”, a period of 13 years.

I would be grateful if a response to this matter can be provided by the Parish Council within **two weeks** of receipt of this letter. It is possible that I may have further questions, following my site visit.

#### 5. Examination Timetable

As you will be aware, the intention is to examine the Plan (including conduct of the site visit) with a view to providing a draft report (for ‘fact checking’) within 4-6 weeks of submission of the draft Plan. However, if I have questions following my site visit there must be the opportunity to reply. Consequently, the examination timetable may be extended. Please be assured that I will seek to mitigate any delay as far as is practicable. The IPE office team will seek to keep you updated on the anticipated delivery date of the draft report.

If the Parish Council or Local Planning Authority has any process questions related to the conduct of the examination, which you would like me to address, please do not hesitate to contact the office team in the first instance.

In the interests of transparency, may I prevail upon you to ensure a copy of this letter is placed on both the Parish Council and the Central Bedfordshire Council websites?

Thank you in advance for your assistance.

Yours sincerely

*Patrick Whitehead*

Examiner