

David Waker

From: Chec Planning Ltd <checplanningltd@gmail.com>
Sent: 19 February 2019 11:26
To: David Waker; Chalfont PC Helen
Subject: Chalfont St Giles Parish Neighbourhood Plan Examination
Attachments: NPIERS_Guidance_to_Service_Users_and_Examiners_030418_hl.pdf

David and Helen

I am writing to set out how I intend to undertake the examination of the Chalfont St Giles Parish Neighbourhood Plan. My role is to determine whether the Plan meets the Basic Conditions and other legal requirements. I intend to ensure that the Parish Council feels part of the process. As such, I will copy the Parish Council into all correspondence, apart from contractual matters that are dealt with direct with the local planning authority. Likewise, please can you ensure that any correspondence from you is copied to the other party. This will ensure fairness and transparency throughout the process.

David will be my main point of contact . Once I have read all the papers, I may ask for any missing documents or seek clarification on some matters. It may be appropriate for me to seek clarification on matters from the Parish Council. I must emphasise very strongly that this does not mean that I will accept new evidence. In the interest of fairness to other parties, I cannot accept new evidence other than in exceptional circumstances. If the Parish Council is unsure as to whether information it is submitting may constitute new evidence, may I suggest that you send it to David in the first instance for his opinion. If I do seek clarification, I will ask for my request and any responses to be published on the Chiltern District Council's web site.

It may be that there is very little correspondence from me during the examination. I will endeavour to keep you both up to date on the progress of the examination. The default is for an examination to be conducted without a hearing. If I feel one is necessary, I will inform you both as early as possible, but this is likely to be near the end the examination process. If I do intend to hold a hearing, I will inform you of the procedure at that time.

I will be visiting the Plan area during the examination. I will not need to be accompanied during my visit. I anticipate the visit to take place within the next two weeks.

I will issue a draft report for fact checking by both parties. I will ask you both to check my report for factual errors such as dates, sequence of events, names and so on that might need to be corrected. The report will be confidential and must not be presented to a public meeting. I must emphasise that this is not an opportunity to make comments on the report other than those that relate to factual errors. In particular, I will not be inviting, and will not accept, comment on any suggested modifications. The draft report will only be published as the final version if there are no factual errors found and if there is no other reason, such as a sudden change in national policy, that could be significant to my recommendations. I will endeavour to issue my final report shortly after the fact checking stage.

I confirm that I have received the submission documents from Chiltern District Council, together with both sets of the Regulation 16 representations. I understand that the Parish Council has taken the opportunity to make comment on the second set of Regulation 16 representations. I will consider the comments when I receive them in due course.

I note from representations that the HEDNA of 2016 referred to in paragraphs 6.5 and 6.6 in the Neighbourhood Plan has been superseded by a 2017 update. Please can I have a copy of this update. In addition, paragraph 6.11 in the Neighbourhood Plan refers to The Draft Strategic

Housing and Economic Land Availability Assessment of December 2016. Is there an updated version of this document?

I enclose a recently published NPIERS Guidance to Service Users and Examiners, which may be of interest regarding the examination process.

Please can David arrange for the web site to be updated to announce that I have restarted the examination of the Plan.

Please can this email be placed on the District Council's web site. If there is future correspondence regarding matters of clarification, I will ask for those to be similarly made available.

At the end of the examination, I would welcome feedback as to whether the way the examination has been conducted has enabled the Parish Council to feel included in the process.

Regards

Janet Cheesley