

DNP

Emails regarding Terms of Reference

RE: Neighbourhood Plan [KS-Active.FID3483171]

Peter Holgate <PHolgate@kingstonsmith.co.uk>

12/4/14

to harry, Lynn, me, Keith

It seems to me that DPC is able to keep an eye on things quite adequately with Lynn, Harry and myself involved.

Peter.

From: harry fitzgerald [mailto:[hjfcfa@hotmail.co.uk](mailto:hjfcaf@hotmail.co.uk)]
Sent: 04 December 2014 11:25
To: Peter Holgate; Lynn Blake; Liz Lockwood; Keith Smith
Subject: Fwd: Neighbourhood Plan

FYI

Harry

Begin forwarded message:

From: Chris d'Avray <chris.davray@btinternet.com>
Date: 4 December 2014 10:17:21 GMT
To: Fay Elwood <parishclerk@lingfieldpc.fsnet.co.uk>
Cc: John Cole <john@colehole.co.uk>, Lisa Bangs <lisa.bangs@tesco.net>, "[hjfcfa@hotmail.co.uk](mailto:hjfcaf@hotmail.co.uk)" <[hjfcfa@hotmail.co.uk](mailto:hjfcaf@hotmail.co.uk)>
Subject: Neighbourhood Plan

Hi Fay,

Following the Surrey Associations update meeting that we attended yesterday, I spoke to Roger, our solicitor, to check what terms of reference we should adopt to ensure proper control of the Neighbourhood Plan steering group. He said he was not aware of any council having a written 'service level agreement' and the idea flew in the face of steering groups operating at arm's length from parish and town councils.

I then checked with Trevor who telephoned the planning officer at Arundel, who have just presented their completed plan to the secretary of state for ratification and they confirmed Roger's earlier statement.

I am also copying this to our colleague from Dormansland who asked to be kept in the picture, since Dormansland council have no written terms of reference - I apologise for forgetting your christian name!!

Anne Bott who specialises in Neighbourhood Plan protocols, felt we had followed the correct procedure in Lingfield. She agreed that it would be wise for councillors to hold a 'visioning' session to assess what outcome they wanted, and make a statement to this effect to the steering group. Perhaps we could get all members together after Christmas to run a brain storming session.

I'm copying this to John since he is our representative on the steering group, and to Lisa who expressed concerns on accountability and due diligence.

Hope this helps.

Sent by Chris d'Avray from my iPad