

From: [CHEC Planning Ltd](#)
To: [Celia Dring](#); andy@poldenplanning.co.uk; [Town & Parish Chairman Wraxall & Failand](#)
Subject: Wraxall and Failand Neighbourhood Plan Examination
Date: 04 January 2024 14:37:03
Attachments: [NPIERS Guidance to Service Users and Examiners_030418_hl.pdf](#)

I am writing to set out how I intend to undertake the examination of the Wraxall and Failand 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 directly 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.

Celia 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 Paul in the first instance for her opinion.

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 of 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 Parish during the examination. I will not need to be accompanied during my visit. If I am 'spotted', I would appreciate it if I were not approached.

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

I confirm that I have received the documents from North Somerset Council, including the Regulation 16 representations and the Parish Council's response to those representations.

As I am sure you are all aware, a revised version of the National

Planning Policy Framework was published on 19 December. As the neighbourhood plan has to have regard to national policy, unfortunately it is going to be necessary for there to be a further period of consultation. Please can Celia arrange for a focussed two week period of consultation as early as possible. This consultation period should only be inviting comments on the revisions to the NPPF with regard to how the neighbourhood plan meets the Basic Conditions. Both the Parish Council and North Somerset Council will be able to make representations during this period if they so wish.

Whilst all of the changes to the NPPF will be subject to consultation, I would like to draw to the attention of the Parish Council new paragraph 164, which is particularly relevant to their neighbourhood plan. It will not be necessary for the Parish Council to submit a revised Basic Condition statement.

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

Please can it be mentioned on North Somerset Council's web site that I have started the examination.

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