

Dear Sir/Madam,

## **Epping Town Neighbourhood Plan**

Epping Town Council has submitted to Epping Forest District Council their Neighbourhood Plan under the Neighbourhood Planning (General) Regulations 2012.

In accordance with Regulation 16 of the Neighbourhood Planning (General) Regulations 2012, you are invited to comment on the Epping Town Neighbourhood Plan 2020 to 2033.

The Regulation 16 publication period of the plan proposal is between **9<sup>th</sup> September 2024 and 4pm on Thursday 21<sup>st</sup> October 2024**. During this period, the plan proposal and other supporting documents can be inspected through Epping Forest District Council's website and at the following locations:

- Reception desk, Civic Offices, High Street, Epping CM16 4BZ (9am-5.15pm Monday to Thursday, 9am-5pm Friday)
- Reception desk, Epping Library, St Johns Road, Epping CM16 5DN (9am-5.30pm Monday to Friday, 9am-5pm Saturday)

The purpose of the publication stage of the plan making process is to enable any person or organisation to make representations to the Council about the plan proposal. The focus of any representations should be whether the plan proposal fulfils the "basic conditions", as required by paragraph 8 (1) (a) (2) of Schedule 4B to the Town and Country Planning Act 1990 (inserted by the Localism Act 2011).

Further details, including submission and supporting documents can be found on our website at: [Epping Town Council Neighbourhood Plan - Epping Forest District Council \(eppingforestdc.gov.uk\)](https://eppingforestdc.gov.uk)

Once the representation period begins on 9<sup>th</sup> September, we would ask you to **make any representations by using the response form** which can be found on our website using the above link. Completed forms should be emailed to [LDFconsult@eppingforestdc.gov.uk](mailto:LDFconsult@eppingforestdc.gov.uk). Alternatively, you can post completed forms to Planning Policy, Civic Offices, High Street, Epping CM16 4BZ.

Epping Forest District Council will accept comments in writing (including electronic, such as email) provided that a name and address is supplied. We cannot accept anonymous comments, and we cannot accept comments submitted after the publication period stated above.

**You can also find information on Epping Town Council's website, under Neighbourhood Planning/Epping Neighbourhood Plan Consultation 2024.**

Yours faithfully,

**Beverley Rumsey**

Town Clerk & Responsible Financial Officer, Epping Town Council