**Appendix iii**

EXAMPLE CONSULTATION LETTER/EMAIL ATTACHMENT

Name

Address

Dear Sir/Madam

**Frome Neighbourhood Plan – Statutory Consultation under regulation 14 of the Neighbourhood Plan (General) Regulations 2012**

Frome Town Council has prepared a draft Neighbourhood Plan for its parished area. The consultation period for the plan will run until 31st December 2013.

The purpose of this consultation is to seek representations from Statutory Consultees and others whose interests may be affected by the draft proposals made. Your comments will influence our final draft plan before a further Statutory consultation by the District Planning Authority and independent examination.

If you are not the correct contact for this consultation, please pass it to the appropriate person.

A copy of the draft plan can be viewed at [www.frome-tc.gov.uk](http://www.frome-tc.gov.uk) together with details of the process, supporting documents, and the consultation feedback form. A hard copy of the plan is available on request.

If you would like to make representations, please submit them by 31st December 2013, to:-

Jane Llewellyn

Frome Town Council

5 Palmer Street

Frome

Somerset

BA11 1DS

Or email to llewellynj@frometowncouncil.gov.uk

If you have any questions please do not hesitate to contact me on 01373 465757

Yours faithfully



Jane Llewellyn

Planning & Development Officer