

TONBRIDGE & MALLING DISTRICT LOCAL DEVELOPMENT FRAMEWORK
Public Examination of the Tonbridge Central Area Action Plan and the
Development Land Allocations DPD
Key Points for the Preparation and Submission of Documents

Dates for Hearing and Written Submission

Submissions must be with the Programme Officer **in hard copy** by the following dates.

	Statements of Common Ground	Submissions	Council's Response
TCAAP	29 th August 2007	19 th September 2007	9 th October 2007
DLA	12 th September 2007	3 rd October 2007	19 th October 2007

Labelling Documents

Representors should label their documents in 14 point bold print in the top right hand corner with the Matter number, Representors Number, and the Document Number. i.e.

First document **Matter 02 /987/1**, Second Document **Matter 02/987/2**

Number of Documents

If you are appearing at the Examination please check the Programme that will be on the website <http://www.tmbc.gov.uk/cgi-bin/buildpage.pl?mysql=2612> for the number of people appearing at the same session as you as you will need to send in a copy for each of them plus five. i.e. if four people are appearing including you please send 3 + 5 = 8 copies. Please check your PEM Minutes Para's 18 to 21 for how they should be presented.

Contact Details for the Programme Officer

The Programme Officer sometimes works at home so the best method of contact is by email, which is checked regularly

programmeofficer@tmbc.gov.uk

There is an answer phone in the office and this will be picked up at least once a week

01732 876296

The other option is the Mobile: 07740 528707 however this does not have an answer facility but missed calls are checked for

The Fax number is 01732 842170

Address

Tonbridge & Malling Borough Council
Gibson Building
Gibson Drive
Kings Hill
West Malling
Kent
ME19 4LZ