

Brian Flicker

From: Matthew Winslow
Sent: 04 December 2015 11:41
To: Phil Drane
Cc: Amanda Parrott; Carl Glossop; Claire Hamilton
Subject: FW: Meeting with Brentwood to discuss Dunton

Hi Phil,

As you will recall, Basildon requested a meeting was held between the Leader and Cabinet Member of both Councils, supported by Officers from both Councils on 20 October, with a pre-meet of officers taking place ahead of that meeting. Since then we have tried to arrange for that meeting to take place, however none of the dates suggested have been possible due to Member availability on either side. I have heard that the final two dates suggested of 15th and 21st December, are not possible either.

I am mindful that the MOU expires on 4th February 2016. I am also concerned as to where the absence of a Member meeting which is critical for DTC leaves us in terms of the Basildon Local Plan. We are going to Cabinet and Full Council with a Draft Local Plan on 7th January 2016 and I have Scrutiny on 5th January. The Statement of Consultation on the DGS is a significant local issue and therefore we are faced with an issue that Basildon may need to publish the results to enable us to have regard to them in the Local Plan. Whilst I am conscious of time pressures, I think it would be prudent in the interests of the DTC and record keeping for the project that Officers at least meet, if Members are unable to, so we can agree the outputs of the project and tie up any loose ends before January.

Regards,

Matthew Winslow BSc. (Hons.) MSc. MRTPI

Service Manager – Strategic Planning, Housing and Regeneration Strategy

Direct Tel: 01268 294450

Regeneration and Economic Development | Basildon Borough Council, The Basildon Centre, St. Martin's Square,
Basildon, Essex, SS14 1DL | www.basildon.gov.uk

From: Louise Bresch

Sent: 03 December 2015 10:50

To: Matthew Winslow <Matthew.Winslow@basildon.gov.uk>

Subject: RE: Meeting with Brentwood to discuss Dunton

Hi Matt

The first dates proposed were Monday 23rd Nov and Wed 25th Nov – there was a delay in emails being dealt with on both sides so these dates passed. Then Tuesday 15th was proposed and the Leader of Brentwood could not make that. The last date put forward was for Monday 21st December and I was advised that the Leader of Brentwood Council will be on leave.

Kind regards

Louise

Louise Bresch BA (Hons)

Member Support Officer

Committee and Member Services

T: 01268 533333 (ext 4354) | E: louise.bresch@basildon.gov.uk | W: www.basildon.gov.uk

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Brian Flicker

From: Matthew Winslow
Sent: 27 July 2015 17:08
To: philp.drane@brentwood.gov.uk
Cc: Carl Glossop; Amanda Parrott
Subject: Dunton Garden Suburb: Duty to Cooperate

Hi Phil,

Last week, Amanda and I met with our Cabinet Member on our Local Plan in general and we gave a verbal update on the DGS project.

As we discussed before, he is of the view that whilst a further meeting of politicians is necessary ahead of the outcomes of this work being declared, he also wants to ensure that it is not just a political talk and has some meaning with a focused discussion of the comment analysis and our obligations as LPAs.

We have seen you have published a new LDS which says Local Plan public consultation in October; presumably at which point Brentwood's final intention for spatial growth locations, drawn from your evidence base, will be clearer.

With the future political meeting needing to be arranged, and your plan moving forward, we should look to get something into the diaries for September, so that the comment analysis can have a completion date focus and to ensure adequate time is built in for those discussions to take place at a suitable forum.

Whilst we have both discussed and agreed that we do not think a decision on DGS can be taken in isolation of either Local Plans in general, if you do end up going out to consultation in October and it includes an option for DGS, we may need to present something back to our Cabinet before hand/ at the same time, otherwise it will look like the MOU's final act has not been discharged equally.

Happy to discuss further.

Regards,

Matthew Winslow BSc. (Hons.) MSc. MRTPI
Service Manager – Strategic Planning and Housing Strategy
Direct Tel: 01268 294450

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www.basildon.gov.uk

Brian Flicker

From: Phil Drane <philip.drane@brentwood.gov.uk>
Sent: 23 September 2015 16:13
To: Carl Glossop
Subject: RE: Dunton Garden Suburb

Thanks Carl, no problem.

PD

From: Carl Glossop [mailto:Carl.Glossop@basildon.gov.uk]
Sent: 22 September 2015 10:14
To: Phil Drane
Subject: RE: Dunton Garden Suburb

Hi Phil,

Thank you for sending this through. We are currently in the middle of writing our policies so we can get them sent off for sustainability appraisal prior to the next consultation on the Local Plan, so unfortunately we are not likely to be able to look at this until next week. I will forward our comments as soon as we can after the end of this week.

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping | T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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From: Phil Drane [<mailto:philip.drane@brentwood.gov.uk>]

Sent: 14 September 2015 13:56

To: Carl Glossop

Subject: RE: Dunton Garden Suburb

Hi Carl

Sorry for the delay. Please find attached our first attempt at putting a Consultation Statement together. This includes the summary of comments from Dunton GS consultation but also includes a summary of comments made to our Growth Options consultation for all comments in relation to Dunton.

Please note this is a draft first attempt – there will clearly be improvements and additions that need to be made. I would also propose that we put this into a more presentable format once we have the text right, which is something we're happy to put together once we have your feedback.

In section 5 (response to consultation) we have tried to put a simple summary of the main points raised and highlighted the broad differences of opinion between many Basildon and Brentwood residents. I think this will be the most helpful thing for Members to be aware of to inform discussion.

We'd be grateful for any views you have. I'm conscious that some of the information will be from a Brentwood perspective and so it would be helpful to have your input on whether certain parts should be amended or added to etc. Some photos and images are displayed to give an idea, but again we can ensure that these are made more presentable once we finalise the document. There are some notes/comments within the document that we have added where we have flagged up things that need to be considered or added – this is more a note for us both to think on rather than specifically asking you to do something (just in case that's not clear).

If we're able to get comments back in the next week or so we'll prioritise putting a final draft together to aid Member discussion so that can go ahead late September/early October.

Thanks

Phil

From: Carl Glossop [mailto:Carl.Glossop@basildon.gov.uk]
Sent: 03 September 2015 16:13
To: Phil Drane
Subject: RE: Dunton Garden Suburb

Hi Phil,

This all sounds good to me. I will look forward to your update towards the end of next week.

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping | T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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From: Phil Drane [mailto:philip.drane@brentwood.gov.uk]
Sent: 03 September 2015 13:16
To: Carl Glossop
Subject: RE: Dunton Garden Suburb

Hi Carl

I'm well thanks, hope you're too.

We're working on it as we speak, specifically to make sure that we can also draw out any additional comments made to our growth options comments that weren't made to the DGS consultation – I don't want to duplicate general comments but felt it would be helpful to see any similarities or differences.

I agree that this should be available to inform a meeting between councillors. I'd be grateful for another week to see how far we can get with the document and give you an update late next week?

Thanks

Phil

From: Carl Glossop [<mailto:Carl.Glossop@basildon.gov.uk>]

Sent: 02 September 2015 17:57

To: Phil Drane

Subject: Duntton Garden Suburb

Hi Phil,

Hope you are well. I was just wondering how the analysis of the DGS comments was going as I am aware of our Cabinet Member for Planning Richard Moore's desire to get a meeting with Cllr's at Brentwood arranged for some-time in September and wanted to know whether it would be possible to have the analysis of comments to accompany this meeting.

Many thanks

Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping | T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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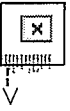
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Brian Flicker

From: Phil Drane <philip.drane@brentwood.gov.uk>
Sent: 14 August 2015 17:49
To: Carl Glossop
Subject: RE: Dunton GS reps

Thanks Carl – I have received it. I'm away next week but will forward to Jonathan to get started. If you need to catch up then suggest you contact Jonathan in my absence.

Best

Phil

From: Carl Glossop [<mailto:Carl.Glossop@basildon.gov.uk>]
Sent: 14 August 2015 17:26
To: Phil Drane
Subject: RE: Dunton GS reps

Hi Phil,

Sorry for the delay in my reply, please find attached a spreadsheet containing all comments from the Dunton Garden Suburb. Also attached is a spreadsheet containing a list of comments that have been made relating to the Brentwood Strategic Growth Options (you may have already received this). We have also managed to make a start on some of the analysis in terms of summarising comments and grouping them into similar categories, so hopefully this should give you a bit of a head start.

Hopefully we can get it sent properly this time, and I will give you a call on Monday to make sure it has come through.

Many thanks and have a good weekend.

Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping | T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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From: Phil Drane [<mailto:philip.drane@brentwood.gov.uk>]

Sent: 07 August 2015 17:14

To: Matthew Winslow; Carl Glossop

Subject: Dunton GS reps

Matt/Carl

Not sure if you have sent the Dunton GS representation data over following our conversation earlier this week? I have not received anything, and am fairly certain I did not a few weeks ago either – which suggests there could be an IT problem somewhere.

If so perhaps we need to find an alternative way of sharing the information? Our fileshare system may enable us to share the information. Let me know where you have got to with this and I'll send over the fileshare details if needs be.

Thanks, and have a good weekend both.

Phil

Phil Drane | Planning Policy Team Leader | Brentwood Borough Council

T 01277 312610 | F 01277 312743 | www.brentwood.gov.uk | philip.drane@brentwood.gov.uk

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Brian Flicker

From: Phil Drane <philip.drane@brentwood.gov.uk>
Sent: 21 October 2015 15:28
To: Matthew Winslow
Cc: Carl Glossop; Amanda Parrott; Claire Hamilton; Gordon Glenday
Subject: RE: DTC Meeting Dunton

Hi Matt

I have been aware of Leader discussion but not outcomes. We have similar pressure to talk about this and resolve a decision, so I agree that it would be helpful to meet. How are you doing with commenting on the first draft consultation statement we prepared? This should help inform that discussion, although I know the document still needs some work.

Which Members would be attending from Basildon BC? We can then ensure that the equivalent Members attend from Brentwood BC. Once we have an idea of attendance I can advise of the best contact from our Corporate Support Team to arrange.

Thanks

Phil

Phil Drane | Planning Policy Team leader | Brentwood Borough Council
T 01277 312610 | www.brentwood.gov.uk | philip.drane@brentwood.gov.uk

From: Matthew Winslow [<mailto:Matthew.Winslow@basildon.gov.uk>]
Sent: 20 October 2015 14:02
To: Phil Drane
Cc: Carl Glossop; Amanda Raffaelli; Claire Hamilton
Subject: DTC Meeting Dunton

Hi Phil,

My Cabinet Member has agreed that a meeting of our respective politicians is required with officers in attendance for technical support to discuss the results of the Dunton Garden Suburb consultation from earlier this year and what happens next in respects of the project, in accordance with the MOU. I believe a conversation has already taken place between the Leaders at some point recently, but nothing specific was discussed, other than a need for a meeting.

Our member meetings tend to be arranged by our Cabinet Office; do you have a similar arrangement, if so the two relevant Basildon teams could be put in touch with one another to coordinate diaries and agree to a meeting date.

I have pressed with the Cabinet Member that the meeting should be attended by relevant Officers to provide professional and technical support and that it should be based around a structured agenda to ensure the purpose is clear and any outcomes can be recorded to ensure compliance with the MOU and Duty to Cooperate record keeping.

Regards,

Matthew Winslow BSc. (Hons.) MSc. MRTPI
Service Manager – Strategic Planning and Housing Strategy
Direct Tel: 01268 294450

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www.basildon.gov.uk

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Brian Flicker

From: Philip Drane <philip.drane@brentwood.gov.uk>
Sent: 16 June 2015 15:30
To: Carl Glossop
Cc: Matthew Winslow; Amanda Parrott
Subject: RE: Dunton Garden Suburb

Thanks Carl. Shall we say 10am at your offices?

Agenda items to discuss:

1. Consultation Statement (process for agreement at Committee/Cabinet)
2. Member meeting
3. DiC with Thurrock

There may be a couple more items, I'll confirm later in the week. Let us know if there are things you want to add too.

Attending for us will be Gordon, Jonathan and myself.

Thanks again

PD

From: Carl Glossop [mailto:Carl.Glossop@basildon.gov.uk]
Sent: 12 June 2015 15:39
To: Philip Drane
Cc: Matthew Winslow; Amanda Raffaeli
Subject: RE: Dunton Garden Suburb

Hi Phil,

Happy to host if that makes it easier, we fortunately have a meeting room, which I have booked from 09:30 to 11:30 if a time around then would suit?

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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From: Philip Drane [<mailto:philip.drane@brentwood.gov.uk>]

Sent: 11 June 2015 15:52

To: Carl Glossop

Cc: Amanda Raffaelli; Matthew Winslow

Subject: RE: Dunton Garden Suburb

Carl – apologies for the delay. If it is still ok with you, we can do morning of Friday 19 June for catch up. We're happy to host, although we have a distinct lack of meeting rooms on that morning, we can grab our Planning meeting room. However, if it suits you better to host then we are equally fine to come to Basildon.

PD

From: Carl.Glossop@basildon.gov.uk [<mailto:Carl.Glossop@basildon.gov.uk>]

Sent: 05 June 2015 16:57

To: Philip Drane

Cc: Amanda.Raffaelli@basildon.gov.uk; Matthew.Winslow@basildon.gov.uk

Subject: RE: Dunton Garden Suburb

Hi Phil,

This would seem like a good idea in the interim. I will start the analysis of the comments we have on objective so far and send them through as soon as possible.

Many thanks

Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

Basildon Borough Council

The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL

From: Philip Drane <philip.drane@brentwood.gov.uk>
To: "Carl.Glossop@basildon.gov.uk" <Carl.Glossop@basildon.gov.uk>,
Cc: "Amanda.Raffaelli@basildon.gov.uk" <Amanda.Raffaelli@basildon.gov.uk>, "Matthew.Winslow@basildon.gov.uk"
<Matthew.Winslow@basildon.gov.uk>
Date: 03/06/2015 17:01
Subject: RE: Duntun Garden Suburb

Thanks Carl, helpful update.

Re 19 June; leave it with me, we have a couple of meetings scheduled but I might be able to move things around.

Re Consultation Statement, I agree that it would be good to have an idea of consultation responses to discuss at the meeting. We've thought long and hard about how best to cross reference Growth Options responses that reference Duntun. Ultimately I think there is a risk of contaminating Duntun GS responses with those intended for Growth options. Even though the subject is the same (in the case of those referring to Duntun), the context is different. So, after considering this issue I think it is best that we do not input relevant Growth Options responses onto Objective. Instead, I think it best that we (Brentwood) have a specific section within the Growth Options Consultation Statement that makes reference to Duntun comments. This may then be of relevance if we decide to proceed jointly, in which case we can use the Duntun GS Consultation Statement and relevant part of the Growth Options Consultation Statement to inform a way forward.

Hope that makes sense. I can probably explain it better once we meet. In essence, let's say that all Objective comments have now been entered if we do not propose to add to these. Any information you can therefore pull off now and send over, we will have a go at pulling this together into a Draft Consultation Statement for discussion when we meet.

Thanks

PD

From: Carl.Glossop@basildon.gov.uk [mailto:Carl.Glossop@basildon.gov.uk]
Sent: 02 June 2015 12:24
To: Philip Drane
Cc: Amanda.Raffaelli@basildon.gov.uk; Matthew.Winslow@basildon.gov.uk
Subject: RE: Dunton Garden Suburb

Hi Phil,

Just to let you know that following the Full Council meeting held on Thursday 28th May, the Council is officially to be run as a Tory Minority Council. The Council's cabinet has been made up entirely of Conservative members, which removes two Ukip Councillors who previously held voting rights within cabinet. Also, Councillor Moore retains the Local Plan portfolio.

Matt & Amanda met with Cllr Moore yesterday evening and discussed the possibility of an early member-member meeting with Brentwood, and he will be discussing this with the leader of the Council. It is important that there would be some additional information to discuss, so perhaps it would be useful for us to set up a meeting this month to discuss some of the consultation analysis (subject to all comments being updated onto Objective) and then our respective members can consider when they would like something to go to cabinet/committee. Friday 19th is probably the best day for us and happy to come to you if you prefer.

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk W: www.basildon.gov.uk

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From: Philip Drane <philip.drane@brentwood.gov.uk>
To: "Carl.Glossop@basildon.gov.uk" <Carl.Glossop@basildon.gov.uk>,
Cc: "Matthew.Winslow@basildon.gov.uk" <Matthew.Winslow@basildon.gov.uk>, "Amanda.Raffaelli@basildon.gov.uk" <Amanda.Raffaelli@basildon.gov.uk>
Date: 27/05/2015 17:05
Subject: RE: Duntton Garden Suburb

Thanks Carl, this is a useful email.

I agree it would be good to progress the work further before meeting. We just need to be mindful that it is looking increasingly unlikely that we can formally agree the consultation statement at committee/cabinet before summer. If that is an issue for you then I suggest we organise a meeting soon. If not, then we're happy to continue work to inform a discussion perhaps later in June (subject to Basildon progress forming an administration)?

If you could keep us updated on progress to form an administration I would be grateful. We are beginning conversations with our new administration, and so any updates you have will help inform timings for future member-member conversation.

Thanks again

PD

From: Carl.Glossop@basildon.gov.uk [mailto:Carl.Glossop@basildon.gov.uk]
Sent: 27 May 2015 11:15
To: Philip Drane
Cc: Matthew.Winslow@basildon.gov.uk; Amanda.Raffaelli@basildon.gov.uk
Subject: RE: Duntton Garden Suburb

Hi Phil,

Thanks for getting back to me, whilst we are not adverse to having a meeting soon to discuss these issues, I wonder if it would not be more beneficial to advance the Statement of Consultation prior to having the meeting as this will allow us to discuss wider issues and take an evidence led approach to the decision making process. The Statement of Consultation would not necessarily need to be completed but I think it would be useful if we could at least carry out the analysis of comments received to inform some of the discussion.

Politically, Basildon is also yet to form an administration with negotiations still taking place between elected members to form an overall control. It may also help the discussion if we have a better idea of who will be occupying positions within the Council's cabinet. I do appreciate that this situation is a little more tricky at Brentwood with the consultation statement having to go to full planning committee, so if you need a meeting earlier to discuss some of the principles of how either Council will form a decision and when to make it let me know.

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 [E: carl.glossop@basildon.gov.uk](mailto:carl.glossop@basildon.gov.uk) | [W: www.basildon.gov.uk](http://www.basildon.gov.uk)

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From: Philip Drane <philip.drane@brentwood.gov.uk>
To: "Carl.Glossop@basildon.gov.uk" <Carl.Glossop@basildon.gov.uk>,
Date: 26/05/2015 17:25
Subject: RE: Dunton Garden Suburb

Sorry Carl.

We have found that the level of comments to growth options mentioning Dunton GS is higher than expected, and the process of getting our comments analysed and grouped has taken some time (and is ongoing). Natalya also left Brentwood for another job opportunity in London a few weeks ago, which has reduced our capacity somewhat. We're working on getting the information onto Objective now that has been largely grouped, but this may take a week or so.

We have also been asked by our new administration (Conservative controlled again) the reasons for taking the consultation statement to committee before a decision is reached as to whether the two authorities continue working together on the project. I wonder if it might be possible to set a meeting up between us

(Gordon & I) and yourselves (you, Matt, and Amanda if relevant) to discuss these issues? Happy to come to you. Are you available early next week?

I think that will just give us an opportunity to discuss the above in a bit more detail.

Many thanks

PD

From: Carl.Glossop@basildon.gov.uk [<mailto:Carl.Glossop@basildon.gov.uk>]
Sent: 26 May 2015 16:05
To: Philip Drane
Subject: RE: Dunton Garden Suburb

Hi Phil,

Do you have any update on the consultation comments?

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

Basildon Borough Council
The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL

From: Carl Glossop/BASILDON
To: Philip Drane <philip.drane@brentwood.gov.uk>,
Date: 19/05/2015 12:41
Subject: RE: Dunton Garden Suburb

Hi Phil,

Just wondering how you are getting on with updating objective with all the comments from the Duntun Garden Suburb consultation as I am aware that we need to get the analysis done pretty soon in order to give you enough time to write the report. Have all these comments been uploaded at your end now?

Also, attached is a list of all the comments we received that related to the Brentwood Strategic Growth Options.

Many thanks

Carl

[attachment "List of Comments on Brentwood SGO.xlsx" deleted by Carl Glossop/BASILDON]

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

Basildon Borough Council

The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL

From: Philip Drane <philip.drane@brentwood.gov.uk>
To: "Carl.Glossop@basildon.gov.uk" <Carl.Glossop@basildon.gov.uk>,
Date: 11/05/2015 11:25
Subject: RE: Duntun Garden Suburb

Sorry Carl, I drafted a response last week but forgot to send – see attached amendments to your list. We're broadly in agreement with what you propose, I think we just need an extra week or two to get to grips with our Growth Options responses so that we can get all of the relevant Dunton comments onto Objective also.

Will keep you posted.

PD

From: Carl.Glossop@basildon.gov.uk [<mailto:Carl.Glossop@basildon.gov.uk>]
Sent: 30 April 2015 17:14
To: Philip Drane
Subject: Fw: Dunton Garden Suburb

Hi Phil,

Just thought of another task that we will need to carry out relating to inappropriate comments. I have amended the list to include this, which is attached.

Many thanks
Carl

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 E: carl.glossop@basildon.gov.uk | W: www.basildon.gov.uk

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----- Forwarded by Carl Glossop/BASILDON on 30/04/2015 17:11 -----

From: Carl Glossop/BASILDON
To: philip.drane@brentwood.gov.uk,
Date: 30/04/2015 12:46
Subject: Dunton Garden Suburb

Hi Phil,

Please find attached a remaining task list in order to complete the statement of consultation. If you could let me have your comments regarding deadlines / division of tasks that would be smashing.

Many thanks

Carl

[attachment "Duntton Garden Suburb - Task List.docx" deleted by Carl Glossop/BASILDON]

Carl Glossop BA(Hons) MA

Principal Planning Officer | Planning Policy & Regeneration Strategy | Regeneration and Economic Development | Resources & Place Shaping |
T: 01268 294151 [E: carl.glossop@basildon.gov.uk](mailto:carl.glossop@basildon.gov.uk) | [W: www.basildon.gov.uk](http://www.basildon.gov.uk)

Basildon Borough Council

The Basildon Centre, St Martin's Square, Basildon, Essex, SS14 1DL

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Brian Flicker

From: Phil Drane <philip.drane@brentwood.gov.uk>
Sent: 17 November 2015 16:43
To: Matthew Winslow
Cc: Carl Glossop; Amanda Parrott; Claire Hamilton; Gordon Glenday
Subject: RE: Dunton GS Member Meeting and Public Questions

Hi Matt

Thanks for your email. I have been told by our corporate services team that there has been some dialogue with a view to organising the meeting. I will chase this now given the importance to meet soon.

Best

Phil

Phil Drane | Planning Policy Team Leader | Brentwood Borough Council
T 01277 312610 | www.brentwood.gov.uk | philip.drane@brentwood.gov.uk

From: Matthew Winslow [<mailto:Matthew.Winslow@basildon.gov.uk>]
Sent: 17 November 2015 15:16
To: Phil Drane
Cc: Carl Glossop; Amanda Raffaelli; Claire Hamilton; Gordon Glenday
Subject: Dunton GS Member Meeting and Public Questions

Hi Phil

I hope you are well.

I wanted to ask whether there had been any luck in securing a date your side for the Member meeting on the above? The reason I ask is that on 17 Dec, our Cabinet Member has a Public Question to respond to, which will bring the matter back into the public domain. I therefore think that a meeting sooner rather than later is imperative.

Regards,

Matthew Winslow BSc. (Hons.) MSc. MRTPI
Service Manager – Strategic Planning and Housing Strategy
Direct Tel: 01268 294450

**Regeneration and Economic Development | Basildon Borough Council, The Basildon Centre, St. Martin's Square,
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