
From: Louise Denyer
Sent: 07 December 2017 14:50
To: Wivenhoe Town Council Clerk - Ms A Stinson
Subject: RE: INVOICE: Printing of email submission forms for Garden Community Consultation 20th November 2017

Tracking: Recipient
Wivenhoe Town Council Clerk - Ms A Stinson

Dear Hazel

Thank you for your email. This is just to let you know that I have requested a purchase order so that this invoice can be paid. You should be receiving a copy of the PO in the next few working days.

Your assistance in the DPD consultation event is much appreciated.

Kind regards

Louise

Louise Denyer • Programme Manager – North Essex Garden Communities • www.ne-gc.co.uk •
Twitter: @NorthEssexGC • Tel: [REDACTED] • Mobile: [REDACTED] • Fax: +44
[REDACTED] • Textphone users dial 18001 followed by the full telephone number you wish to call

Help protect the environment. Only print out this email if it is absolutely necessary.

From: Laura Chase
Sent: 06 December 2017 16:11
To: Louise Denyer [REDACTED]
Subject: FW: INVOICE:Printing of email submission forms for Garden Community Consultation 20th November 2017
Importance: High

Laura Chase
Planning Policy Manager
Colchester Borough Council
[REDACTED]
Tel: [REDACTED] • www.colchester.gov.uk

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From: Local Plan
Sent: 06 December 2017 16:08
To: Laura Chase [REDACTED]
Subject: FW: INVOICE:Printing of email submission forms for Garden Community Consultation 20th November 2017
Importance: High

Hi Laura

Please see attached which was in the Planning Policy inbox.

Thanks

Sandra

From: Planning Services
Sent: 21 November 2017 16:25
To: Local Plan <Local.Plan@colchester.gov.uk>
Subject: FW: INVOICE:Printing of email submission forms for Garden Community Consultation 20th November 2017
Importance: High

Thanks

Pam

Pam Harvey
Professional Support Officer

Telephone No. [REDACTED]
Fax No. [REDACTED]
Post Point 8

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From: Wivenhoe Town Clerk [mailto:wivenhoe_council@btconnect.com]
Sent: 20 November 2017 16:30
To: Planning Services <Planning.Services@colchester.gov.uk>; planning.policy@tendringdc.gov.uk
Cc: Cllr. Asa Aldis [REDACTED]; 'Andrea luxford-vaughan' [REDACTED]
[REDACTED]; Cllr. Mike Newton [REDACTED]
Subject: INVOICE:Printing of email submission forms for Garden Community Consultation 20th November 2017
Importance: High

Dear Sir/Madam,

I have been informed that there were **no** copies of the email form for residents to use at this consultation.

Therefore Wivenhoe Town Council have had to print 50 double sided copies incurring a cost of £21.60 for printing plus 4.19 for paper.

Please can this be covered?

I attach an invoice and look forward to hearing from you.

Hazel

Hazel Humphreys
TOWN CLERK
Wivenhoe Town Council
Council Offices
77 High Street
Wivenhoe
Essex CO7 9AB

Tel: 01206 822864

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