

F.O.A: Joanne Mayne  
Planning Policy Manager  
Stoke-on-Trent City Council  
Civic Centre  
Glebe Street  
Stoke-on-Trent



31st March 2015

Dear Joanne,

**Town and Country Planning Act 1990  
The Neighbourhood Planning (General) Regulations 2012  
Designation of Neighbourhood Forum  
Name of Stoke Neighbourhood Forum**

I am writing to request the designation of a neighbourhood forum under Section 61 of the above Act.

The application is made by the prospective Stoke Neighbourhood Forum, which is capable of being a qualifying body within the terms of Section 61. The prospective neighbourhood forum comprises 21 or more people living, working or acting as elected members in the area. Membership is open to people living, working or acting as elected members in the area. The membership is drawn from different places in the area and different sections of the community. There is a written constitution, which includes the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned.

Enclosed is a list of people making up the forum and a copy of the constitution. Also enclosed is a plan indicating the proposed neighbourhood area for Stoke Neighbourhood Plan.

The main contact for the proposed neighbourhood forum is:

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Yours sincerely,

[REDACTED SIGNATURE]

Co-ordinator of prospective Neighbourhood Forum for Stoke  
[www.secondlookstoke.co.uk](http://www.secondlookstoke.co.uk)

Encs:

1. Copy of the constitution for Stoke Neighbourhood Forum,
2. List of all forum members for the proposed Stoke Neighbourhood Forum