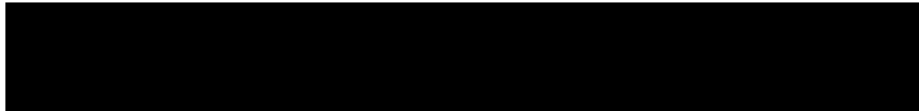


**From:** [REDACTED]  
**To:** [REDACTED]  
**Subject:** RE: CLLD - your Deed of Variation  
**Date:** 22 December 2022 12:45:48

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Ha ha just as I pressed "send". Will sort!



[www.therecruitmentjunction.com](http://www.therecruitmentjunction.com)

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**2022 Highly Commended:** Robin Corbett Awards

**2021 Highly Commended:** NEPACS Ruth Cranfield Award

**2021 Commended:** Howard League for Penal Reform



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**From:** [REDACTED]@newcastle.gov.uk>

**Sent:** 22 December 2022 12:41

**To:** [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]@therecruitmentjunction.com>

**Subject:** CLLD - your Deed of Variation

**Importance:** High

Dear All,

Just a quick email to let you know that all your Deeds of Variation (to formalise extensions) are now in post (the first batch went out on Tuesday, the second one today). I've requested 1<sup>st</sup> class postage so that they hopefully reach you before Christmas. But with the Royal Mail strikes planned for tomorrow and Saturday, some of the letters may reach you after Christmas, I guess.

You'll see that there are 2 originals - please get BOTH originals signed and post BOTH back to me to this address:

[REDACTED]  
Newcastle City Council  
City Futures Directorate  
Economic Development Unit  
Civic Centre, 9th floor  
Newcastle upon Tyne  
NE1 8QH

DO NOT DATE the Deeds – they will be dated by our [REDACTED] once they've been signed by [REDACTED].

For the signatory page I've tried to use similar arrangements as in your original Grant Funding Agreement. We need 2 signatures – so it's either 2 Directors/Trustees or a Director and a witness. Where I wasn't sure if the same people would be signing the Deed, I've left blank spaces so that you can hand-write the names of signatories (and in case of witnesses – also their home address and occupation). If you'd like to use different signatories to the ones I've named in the Deeds, please let me know and I can amend it and we can replace the last page.

For budgets, grant and match funding values and outputs and results, I had to use the numbers agreed when you applied for the extension (around Jan/Feb time). So please, don't worry if they don't match with the actual spend or with what you've reported for outputs and results.

My aim now is to get all the Deeds signed by both parties by the end of January. At the Council there are signing sessions usually on a Thursday – so we'll have the 12<sup>th</sup>, 19<sup>th</sup> and 26<sup>th</sup> Jan to aim for.

Please let me know if you have any questions.

Have a lovely festive break!

Cheers,

[REDACTED]  
Economic  
Phone: [REDACTED]  
E-mail: [REDACTED]

Newcastle City Council  
City Futures Directorate  
Economic Development Unit  
Civic Centre, 9<sup>th</sup> floor  
Newcastle upon Tyne, NE1 8QH [www.newcastle.gov.uk](http://www.newcastle.gov.uk)



This post is part-funded by the ESIF Programme for England 2014-

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Please do not print this e-mail unnecessarily.

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