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<Name of person consulting>

<Address of consulting organisation>

Your Ref: <Reference>

Our Ref: <Primary Reference Number>

Contact:

<Casework Officer>

<Casework Officer Number>

<Casework Officer Email>

<Completion Date>

Dear <Contact Name>,

**TOWN & COUNTRY PLANNING ACT 1990 (AS AMENDED)**

**NATIONAL PLANNING POLICY FRAMEWORK 2021**

**<Consultation Name>**

**<Proposal Description>**

**See recommendations below**

Thank you for your consultation received on <Log Date>.

The **[YOUR TEAM NAME]** provides archaeological advice in accordance with the National Planning Policy Framework.

<Assessment of Significance>

Having considered the submitted document I recommend its approval. However, the further work set out in the document must be completed in order to satisfy the archaeological condition.

This response relates solely to archaeological issues.

Yours sincerely

<Casework Officer>

**[YOUR ROLE]**

**[YOUR TEAM NAME]**