

IN THE HULL CROWN COURT

INDICTMENT TO BE LODGED BY 8<sup>TH</sup> JANUARY 2007

PLEA AND CASE MANAGEMENT HEARING - 5<sup>TH</sup> JANUARY 2007

T H E   Q U E E N

v

JANET LOUISE SKINNER

INSTRUCTIONS TO COUNSEL TO SETTLE INDICTMENT  
AND ADVISE ON EVIDENCE AND BRIEF FOR THE PROSECUTION

COUNSEL will receive herewith:-

- 1      Draft Indictment.
- 2      Copy List of Witnesses and copy Witness Statements.
- 3      Copy List of Exhibits and copy Exhibits.
- 4      Copy Form 14A
- 5      Copy Summary of Facts.
- 6      Copy Report of Investigation Officer.
- 7      Copy Schedule of Charges.
- 8      Copy Antecedents.
- 9      Copy Minute from Officer Diane Matthews 4<sup>th</sup> December 2006.
- 10     Copy Minute from Officer Diane Matthews 24<sup>th</sup> November 2006.

O B S E R V A T I O N S

The Defendant is a former Subpostmistress aged [REDACTED] **GRO** [REDACTED] The charges concern the theft of monies from the Post Office during the course of employment.

A description of the case against the Defendant is set out in the Summary of Facts to which Counsel is referred. Further details of the enquiry are contained in the Investigation Officer's report.

The Defendant was summoned for the offence set out on the Schedule of Charges and appeared at Hull Magistrates Court on the 31<sup>st</sup> October 2006.

On that date no indication was given as to plea. The Magistrates elected trial in the Crown Court. The case was adjourned until the 12<sup>th</sup> December 2006 for Committal.

On that date the Defendant was committed for trial under Section 6(2) of the Magistrates Courts Act 1980, to a Plea and Case Management Hearing on .

No request was made for the attendance of witnesses.

It is not known whether the Defendant will plead Guilty or Not Guilty although there is some suggestion that a plea to false accounting might be forthcoming.

Your Instructing Solicitor has drafted an Indictment based on the schedule of charges.

Counsel is requested to settle the Indictment which is due to be lodged by the 8<sup>th</sup> January 2007.

Counsel is requested to advise on evidence, and, in particular, whether he considers any additional evidence is required. Counsel's attention is drawn to the enclosures at 9 and 10 above and is asked whether a theft charge is still appropriate in all the circumstances. Mrs Wisker is a Temporary Subpostmistress at North Bransholme who took over the Office following Janet Skinner's apprehension. These enquiries have not yet been completed in the case against Mrs Lyell. Whilst clearly the new information does not fair well with the prosecution case particularly as Mrs Lyell was a witness (now unused) this does not necessarily mean that Mrs Lyell is the only thief at the Office. Counsel may in any event feel that the papers do reveal a very significant sophisticated method of false accounting on behalf of the Defendant in order to conceal a loss for which he raised little concern with her staff.

Naturally the other information will need to be disclosed to the Defence (although the Officers reports themselves are confidential).

Will Counsel please appear on behalf of the Prosecution at the Plea and Case Management Hearing of this matter on the 5<sup>th</sup> January 2007 and at all future hearings. Counsel will be instructed at the hearings by a representative of my Agents Messrs Myer Wolff, Solicitors of King William House,

Lowgate, Kingston-upon-Hull, HU1 1YE GRO

In the event of a conviction Counsel is requested to seek an order for compensation in a sum to be notified in due course. Counsel is also asked to seek an order for the Defendant to pay a contribution towards the costs of the Prosecution in a sum to be notified to Counsel at Court. [These costs should include costs of investigation which have been notified to the Defence in accordance with the Court of Appeal decision in *Regina v Associated Octel Ltd* [1997] 1 CR.APP.R.(S) 435]

The Officer in the case has been asked to arrange for Antecedents to be produced, and to supply dates to avoid for the relevant witnesses.

The prosecution prefers to be represented at all Crown Court hearings so Counsel is requested not to agree to the excusal of prosecution attendance if this arises, unless criticism or embarrassment might arise from such a course.

If Counsel requires any further information or would wish to have a Conference in this case could he please contact his Instructing Solicitor.

Ms J A McFarlane (Principal Lawyer)

**GRO**

Mr P Taylor (Legal Executive)

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**GRO**

DATED this 10 day of December 2006

HULL CROWN COURT

**Indictment due to be lodged on 8/1/07  
Plea and Case Management Hearing 5/1/07**

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INDICTMENT AND ADVISE ON EVIDENCE  
AND BRIEF FOR THE PROSECUTION**

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Mr Richard Woolfall  
Wilberforce Chambers  
7 Bishop Lane  
KINGSTON-UPON-HULL  
HU1 1PA

General Counsel to Royal Mail Group plc

Legal Services  
3<sup>rd</sup> Floor  
6a Eccleston Street  
Victoria  
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**DRAFT INDICTMENT**

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COPY LIST OF WITNESSES AND  
COPY WITNESS STATEMENTS

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**COPY LIST OF EXHIBITS  
AND COPY EXHIBITS**

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**COPY FORM 14A**

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**COPY SUMMARY OF FACTS**

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COPY   REPORT   OF   INVESTIGATION  
OFFICER

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**COPY SCHEDULE OF CHARGES**

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COPY ANTECEDENTS

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COPY MINUTE FROM THE OFFICER  
DIANE MATTHEWS 4<sup>TH</sup> DECEMBER 2006

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COPY MINUTE FROM THE OFFICER  
DIANE MATTHEWS 24<sup>TH</sup> NOVEMBER 2006

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