

<b>West Oxfordshire District Council Local Plan Examination</b>
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**The Programme Officer**  
**C/O Planning Policy Team**  
**West Oxfordshire District Council**  
**Elmfield**  
**New Yatt Road**  
**Witney**  
**OX28 1PB**  
**01628 672181**  
**programme.officer@westoxon.gov.uk**

25 April 2017

Dear Sir or Madam

### **West Oxfordshire District Council Local Plan Examination – Hearing Details**

- **Hearing dates** –9<sup>th</sup> May 2017 – 19<sup>th</sup> May 2017
- **Venue** – The Council Chamber and Committee Room 1/2 West Oxfordshire District Council Offices, Woodgreen, Witney, OX28 1NB.  
Please see the location map link below which includes information about train and bus access.  
<http://www.westoxon.gov.uk/media/182730/Map-of-Council-offices-in-Witney.pdf>
- **On arrival** please go directly to the Council Chamber or Committee Rooms 1 & 2 which are located through the double doors at the far end of the building. There is no need to report to reception.
- **Parking** – limited number of visitor spaces. There are some double spaces – if you block someone in Reception **MUST** be advised. Please do allow sufficient time to find a parking space.
- **Disabled Parking** – directly outside the Committee Rooms
- **Accessibility** – ground floor access and lift to other floors
- **Equipment for the hard of hearing** – hearing loop and microphone system
- **Refreshments** – Water will be provided. Coffee, tea, drinks and light lunches can be purchased from the Brasserie located at the Elmfield Council offices. (Turn left out of the Woodgreen offices and the building is about 150 metres on the left). Lunches can be ordered from the Brasserie in advance.
- **WiFi** – Select Council Guest and then register your details
- **Speaking at the hearing.** If you have decided that you no longer wish to speak at the hearing, please contact me on 01628 672181 or [programme.officer@westoxon.gov.uk](mailto:programme.officer@westoxon.gov.uk).
- **Website** - <http://www.westoxon.gov.uk/localplan2031> Please check regularly for any updates
- **Further Statements** - All further statements have been uploaded onto the website under the relevant matter number. If you have submitted a further statement please check that it has been allocated to the correct matter.  
<http://www.westoxon.gov.uk/media/1595394/West-Oxfordshire-Local-Plan-Examination-Stage-2-Further-statements.pdf>

The main purpose of the hearings is to assist the Inspector in his overall examination of the soundness of the plan, supplementing his consideration of the written evidence and representations. The constraints on the number of people who can practically participate in a single hearing session mean that it has not been possible to invite all participants to all the

hearing sessions they initially indicated they wished to attend. For the same reason, where an agent is representing several parties, it has been necessary to restrict participation to one person to represent all parties. However, any party who has submitted a duly-made representation seeking a change to the plan and wishes to be heard will be invited to participate in a hearing session at either Stage 2 or Stage 3 of the Examination.

Yours faithfully

**Rosemary Morton**  
**Programme Officer**  
**West Oxfordshire District Council Local Plan Examination**