



Banks Solutions

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On behalf of residents of Hilltop Cottage,
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**Woking Borough Council
Local Development Framework
Examination of Core Strategy DPD**

INSPECTOR:

Mr. Andrew Seaman BA (Hons), MA,
MRTPI

PROGRAMME OFFICER: Mr. Chris Banks
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January 13, 2012

Dear Sir or Madam:

Woking Borough Council Local Development Framework Core Strategy

An examination will be held to consider the soundness of the Woking Borough Council Core Strategy Development Plan Document. The Secretary of State has appointed an independent Inspector, Mr. Andrew Seaman BA (Hons), MA, MRTPI to conduct the Examination and I have been appointed as the independent Programme Officer working under the Inspector's direction. I will be responsible for organising the programming and all procedural matters. The Hearings have been scheduled to start at 10.00 am on Tuesday 20th March 2012 in the Council Chamber, Civic Offices, Gloucester Square, Woking, Surrey, GU21 6YL.

I can confirm that the Inspector has decided to hold a Pre-Hearing Meeting (PHM) on Thursday 9th February 2012, in the Council Chamber (as for the Hearings above) starting at 2.00 pm, which you are invited to attend. I would appreciate you notifying me of your intention to attend within the next two weeks if possible as this helps with the organising of the venue.

This meeting is to help the Inspector and all interested parties to prepare for the hearings and the Inspector will outline how they will be conducted and the procedures to be followed. Please note the PHM is essentially a procedural meeting and will not consider the detailed merits of any representation.

You will have indicated on your original representation form as to whether you wish to take part in the oral examination. It is essential for the programming of the examination that I know your current position with regards to your intentions to appear at the hearings. Therefore I would appreciate confirmation of your current position which I am happy to receive via e-mail or letter by 31st January 2012 if possible. Your co-operation is greatly appreciated as I am intending to have a Draft Hearing Programme available at the PHM.

I will be using e-mail as the preferred method of communication as this is quicker and more cost effective as opposed to paper mailings. If you receive a paper copy of this letter and you are happy to receive further mailings electronically please let me have your e-mail address. However, if you would prefer paper please let me know.

I have attached/enclosed the Pre-Hearing Agenda and the Inspector's Briefing Note for Participants. In addition The Planning Inspectorate has produced a booklet 'Local Development Frameworks – Examining Development Plan Documents: Procedure Guidance'. A copy of this document is available for viewing or downloads on the Planning Portal web site or from me directly. However, if you require a paper version please let me know.

If you have any queries on the scope of the PHM or the hearings please feel free to contact me.

Yours faithfully

A handwritten signature in blue ink that reads "Chris Banks". The signature is written in a cursive style and is underlined.

Chris Banks
Programme Officer