

The Friends of Old Headington

Hon. Secretary: Stella Welford, 33 Old High Street, Headington, Oxford OX3 9HP
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Mr. Michael Crofton-Briggs
Planning Control and Conservation
Oxford City Council
Ramsay House
10 St Ebbe's Street
Oxford OX1 1PT

9 May 2011

Dear Mr. Crofton-Briggs

Planning Application 11/00823 – 20 St. Andrew's Road

We have checked the papers on the website for this planning application and it is evident that the applicant has not submitted a Heritage Statement or a Design & Access Statement.

We believe that as this application is in connection with a property within the Old Headington Conservation Area these statements are a requirement and should be submitted before the application can be considered. We therefore ask that any decision on this application be delayed until these documents are submitted.

Yours sincerely

Stella Welford
Hon. Secretary

Copies to: Councillor David Rundle
Councillor Ruth Wilkinson
Oxford Preservation Trust
Oxford Civic Society
The applicant's agent