11 FEB 2008

The Planning Inspectorate

Room: 3/18b
Temple Quay House
2 The Square
Temple Quay
Bristol BS1 6PN

Direct Line: 0117-372-8827
Switchboard: 0117-372-8000
Fax No: 0117-372-8181
GTN: 1371-8827
teamp2@pins.gsi.gov.uk
http://www.planning-inspectorate.gov.uk

Mrs T Darke
Hinckley and Bosworth Borough Council
Planning Officer
Council Offices
Argents Mead
Hinckley
Leicestershire
LE10 1BZ

Your Ref: 07/01305/COU

Our Ref: APP/K2420/A/08/2065755/NWF

Date: 8 February 2008

DEVELOPMENT SERVICES
11 FEB 2008
RECEIVED

Dear Mrs Darke

Town and Country Planning Act 1990
Appeal by Joanna Squires
Site at Land Adjacent To Lodge Farm, Wood Road, Nailstone

I have received appeal forms and documents for this site. I am the case officer. If you have any questions, please contact me.

Using e-mail and the internet

You can now use the internet to send us documents and check the information and the progress of this case at (www.planningportal.gov.uk/pcs). You can look at this case by typing in the above reference number where it says 'Case Ref on the 'Search' page and clicking on the search button.

The starting date

I have checked the papers and confirm that the appeal is valid. If I later find out that this is not the case, I will write to you again.

The appellant has asked for an inquiry, which we are arranging. The date of this letter is the **starting date** for the appeal.

Keeping to the timetable

You must keep to the timetable set out below and make sure that you send us the relevant documents within these deadlines. This will mean that we can deal with the appeal promptly and fairly. If you do not send us the relevant documents in time, the Inspector will not normally look at them and we will return them to you. You must note the details of the following timetable because we will not send any reminders.

The following documents must be sent within this timetable.

INVESTOR IN PEOPLE
POSITIVE ABOUT DISABLED PEOPLE

By 22 February 2008

You must notify any statutory parties and any other interested persons who made representations to you about the application, that the appeal has been made. You should tell them that:-

i) any comments they made at application stage will be sent to me and if they want to make any additional comments, wherever possible, they must submit 3 copies within 6 weeks of the starting date, **by 21 March 2008**. If comments are submitted after the deadline, the Inspector will not normally look at them and they will be returned.
ii) they may view the documents at your offices.
iii) they can get a copy of our booklet 'Guide to taking part in planning appeals', either free of charge from you or through 'publications' on our website: (www.planning-inspectorate.gov.uk) and
iv) if they want to receive a copy of the appeal decision they must write to me asking for one.

You must send a copy of a completed appeal questionnaire and supporting documents, including relevant development plan policies to the appellant and me.

By 21 March 2008

You and the appellant must send me 2 copies of any statement. I will send a copy of your statement to the appellant and send you a copy of their statement. You and the appellant must send a copy of your statements to any statutory parties. I will send you and the appellant a copy of any comments submitted by interested persons or organisations.

By 11 April 2008

You and the appellant must submit 2 copies of any final comments you and they have on each other's statement and on any comments from interested persons or organisations. You must not send your final comments instead of, or to add to your statement. No new evidence is allowed at this stage. I will send you a copy of the appellant's final comments at the appropriate time.

Using e-mail or post

If you send us your documents by e-mail, you only need to send us one copy of each. However, if you post your documents, please send us **2 copies** of everything and put the full appeal reference number on each copy.

No later than 4 weeks before the inquiry -

You and the appellant must send me 2 copies of your proofs of evidence, with a summary where appropriate. The appellant must also send me a copy of the statement of common ground.

Questionnaire

The appeal questionnaire must be sent complete with copies of all necessary documents referred to in it. It is particularly essential to us that details of all relevant development plan policies are included with the questionnaire at this early stage.

Statement of case

In your statement of case you must give full details of the case you will put forward at the inquiry. You must include a list of any documents, maps and plans, you intend to refer to or use in evidence. Please also include a list of any conditions or limitations you would agree to, if the appeal were to be allowed.

Statement of common ground

In the statement of common ground you should list all agreed matters. You and the appellant are expected to meet in advance of the inquiry, to agree the statement of common ground. This should include basic facts such as the site description, area, planning history, relevant planning policies, and all other matters of agreement relating to the appeal. The Inspector may question the information in the statement. A guide to the Statement of Common Ground is in Annex 3(ii) of DETR Circular 05/2000. A model form is enclosed and is also available on our website: (www.planning-inspectorate.gov.uk).

Proofs of evidence

A 'proof of evidence' is a written statement that you, the appellant or a witness wants the Inspector to take into account at the inquiry. If the proof is more than 1500 words long, you must also send me 2 copies of a written summary which should not be more than 10% of the length of the proof. The summary should reflect the contents of the proof and should not include new evidence. When a summary is provided, only that will be read at the inquiry. If proofs and summaries are not received together and on time, the inquiry may be postponed.

Statutory parties

'Statutory parties' are owners or tenants of the appeal site who made comments within the time limit on the applications or appeals. You must give details of and statutory parties at application stage in reply to question 17(e) of the questionnaire. I will tell you about any statutory parties who write to us at appeal stage, before your statement of case is due.

Late Representations

Comments or representations received after any of the time limits will normally be disregarded and we will send them back. Late representations will only be considered in extraordinary circumstances.

Inquiry opening statements

Both main parties may give opening statements before presenting formal evidence. They should be no longer than 5-15 minutes maximum. The Inspector will decide the order of presentation of opening statements and evidence, but usually the appellant will be asked to make a brief opening statement first, to set the scene and describe the nature of the scheme. The LPA will then make their opening statement before moving on to present their formal evidence.

Withdrawing the appeal

If you hear that the appeal is to be withdrawn, please telephone me immediately. If I receive written confirmation of this from the appellant, I will write to you.

Further information about the terms we use in this letter and appeal procedures is on the attached sheet.

Yours sincerely



pp Jenny Howland

301(BPR)