**From:** TeamPSupport [<mailto:TeamPSupport@pins.gsi.gov.uk>]   
**Sent:** 19 November 2015 10:51  
**To:** Submit Appeal  
**Subject:** PINS Case: 3138337 - LPA Case Ref#: 14/01601/LB

Dear Tom,

We have received an appeal for the above site and the agent should have sent you a copy.

You will note that the appellant has requested a hearing for the reasons set out in their documents.  We will determine the most suitable procedure by applying the published criteria to the evidence before us.  However, before we do so I should very much welcome the Council's view as to the most suitable procedure (along with reasons, where appropriate).

I should explain that we are inviting confirmation of your views now so that we can fully consider the position of both parties before we formally determine the procedure and start the appeal.  We hope that this pragmatic approach will avoid the inconveniences which can arise when, following further information, we have to restart an appeal and change procedure.

For the above reasons I hope you will be able to assist the process by replying to this email as a matter of urgency.  I look forward to hearing from you **at the latest please by close of business on Tuesday, 24 November 2015.**I have sent a copy of this e-mail to the appellant’s agent and I should be grateful if you would do the same with your reply.

Kind regards,

**Judith Birch**

**Planning Inspectorate**

4/12 Eagle Wing, Temple Quay House, 2 The Square

Temple Quay, Bristol, BS1 6PN

<http://www.planningportal.gov.uk/planning/planninginspectorate/>

Email: [TeamPSupport@pins.gsi.gov.uk](mailto:TeamPSupport@pins.gsi.gov.uk)

Tel:  0303 444 5547  Ext:  45547

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