

Our ref: 10637 / 2531793-FG-FG-20230406  
6th April 2023



West Oxfordshire District Council  
Council Offices  
Witney  
OX28 1NB

Dear Sir / Madam

**PLANNING APPLICATION: BURFORD SCHOOL SIXTH FORM**

**REF: PP12054724**

Please find enclosed the planning package for the above mentioned application. The application is for the remodelling and minor extension of Burford School.

The following documents are included in our online Planning Portal Submission:

- Drawing package, as per our drawing issue sheet
- Design and Access Statement

The application fee of £1880.20 has been paid by our client via the Planning Portal.

We trust that this information will allow you to validate the planning application and we look forward to hearing from you shortly. In the meantime, if you have any queries please do not hesitate to contact us.

Yours sincerely

**FIONA GRIFFITHS**  
**Architect**  
for ROBERTS LIMBRICK LTD