

**Chief Executive**

**Reply to:** Giles Hughes

Chief Executive

**Tel:** 01993 861000

**Email:** [giles.hughes@westoxon.gov.uk](mailto:giles.hughes@westoxon.gov.uk)

**Council Offices**

Woodgreen

WITNEY

Oxfordshire OX28 1NB

Tel: 01993 861000

[www.westoxon.gov.uk](http://www.westoxon.gov.uk)



**WEST OXFORDSHIRE  
DISTRICT COUNCIL**

**Your Ref:**

**Our Ref:** ABC/GH

**Date:** 18 February 2022

Dear Clerk

**West Oxfordshire Town and Parish Council and Parish Meeting Forum**

I am writing to invite representatives of your Town or Parish Council or Parish Meeting to attend the West Oxfordshire Town and Parish Council and Parish Meeting Forum to be held on:

17 March 2022 at 6.30pm in Committee Rooms 1&2 at West Oxfordshire District Council, Woodgreen, Witney, OX28 1NB.

The Forum will finish at approximately 8.00pm

Please confirm attendees from your Council or Parish Meeting by email to [democratic.services@westoxon.gov.uk](mailto:democratic.services@westoxon.gov.uk) by 10 March 2022.

There will be discussion about the interrelationship between the role of the Council and that of its service delivery partners Publica, Ubico and Better (GLL) and the opportunity for you to ask questions of the Council's Cabinet. It would assist us if you would let us know of any questions you have in advance, please, by email as above.

Yours sincerely

Giles Hughes

Chief Executive