



Date: 03 March 2017  
Our Reference: CLS/C&E/ESA/1781.464  
Enquiries to: Emily Shelton-Agar

**Legal Services**  
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Dear all,

**Re: 163 Sumatra Road – 2015/2203/P**

**WARNING OF  
NOTICE OF CLOSURE OF FILE**

My client Department is concerned by the lack of progress in completing the above matter. Consequently it requires that the Agreement is settled within 14 days of the date of this letter.

The purpose of this letter is to put you on notice that if the s106 Agreement is not settled within the above time scale, Legal Services will be instructed to close its file in relation to the same. The planning application will then be either refused or treated as withdrawn for the purposes of our records and our client Department's records.

Please note our costs are payable whether or not this matter proceeds to completion.

Yours faithfully

A handwritten signature in black ink, appearing to be "ES" with a flourish.

**Emily Shelton-Agar  
For the Borough Solicitor**

**Borough Solicitor  
Andrew Maughan**