



SC/sb/MW010

4th June 2018

Dear Neighbour

RE: Abingdon & Witney College – Agritech Building, Common Leys Campus

We are pleased to advise that we have been appointed Principal Contractor with regards to the construction of a new Agritech Building.

The construction period will be approximately 20 weeks which commence on Monday 2nd July 2018. Throughout this time, we will undertake our best endeavours to be good neighbours and do our utmost to ensure that any disruption is kept to an absolute minimum.

Due to the nature of the construction processes, the project will generate a certain amount of noise, but we will obviously try to keep this to an acceptable level for everyone.

Our resident Site Manager Gavin Carter will always be more than happy to update you with forthcoming works happening on the site and any general queries that you have with regards to the project. From time to time we will also be writing a newsletter which will keep you informed of the progress of the scheme.

Finally, we believe that with the procedures we have in place together with your co-operation/tolerance we will be able to undertake our works without disruption to your regular routines, but should you have any concerns or matters that you wish to discuss, please do not hesitate to contact our Site Manager Gavin, or myself (the undersigned). We will also be available on Tuesday 10th July from 10:30am-11:30am to explain our scope of works and explain our policies and procedures, to ensure this project is carried out causing minimal disruption. Should you wish to attend, our site office is located off Whitings Lane at the rear entrance to the College campus and you are very welcome.

Thank you.

Yours sincerely
p.p. E G CARTER & CO LTD

Sam Carter
CONTRACTS SUPERVISOR



INVESTOR IN PEOPLE

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