



# WITNEY TOWN COUNCIL

TOWN CLERK : MRS JUDY WHITE  
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Our Ref: R19

21<sup>st</sup> November 2002

Bendcrete Leisure Ltd  
2 Bridge View Business Centre  
Bridge Street  
Abingdon  
OX14 3HN

Dear Sirs

## Witney Skatepark

Please find enclosed documents describing the manufacture, supply and installation of the skate facilities at the Leys Recreation Ground, Station Lane, Witney.

It would be appreciated if you would provide a quotation for the above works and include the following provisional sums for works to be carried out by others:-

Fencing	£5,100
Seating, lockers and cycle racks	£1,450
Litter bins and noticeboards	£ 900

The arrangements for the RoSPA post installation inspection are to be made by yourselves and the cost of the inspection should be included within your quotation.

Please provide a price no later than 6<sup>th</sup> December 2002.

Yours faithfully

Town Clerk