

David C. Horsley LLB
Her Majesty's Coroner
for Portsmouth and
South East Hampshire



Coroner's Office
Room T20
The Guildhall
Guildhall Square
Portsmouth
PO1 2AJ

Fax: 023 9268 8331

Royal College of Nursing
FAO: Emma Davies
3 Capital Court
Bittern Road
Sowton Industrial Estate
Exeter EX2 7LW

8th November 2012

Dear Ms Davies,

Gladys Richards – Inquest from 3rd to 14th December 2012:

Please find enclosed a copy of the letters and summonses sent to Mr Philip BEED, Mrs Margaret COUCHMAN and Mrs Christine JOICE regarding the above Inquest.

Yours sincerely,

Code A

Code A

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Mr Philip BEED

Code A

08 November 2012

Dear Mr Beed,

The Coroner requires you to attend the following Inquest to give evidence.

- Name:** Mrs Gladys RICHARDS
- Died:** 21st August 1998
- Inquest on:** Thursday, 6th December 2012 at 10.00 am in the Coroner's Court in The Guildhall, Guildhall Square, Portsmouth PO1 2AB.
- Time allocated:** 4 days

Your witness summons is attached. Please send in the reply slip to the witness summons in the enclosed stamped envelope.

Because the Coroner has asked you to be a witness at the Inquest, you are entitled to claim certain expenses for attendance. An invoice for your witness fees is ready for you to complete. Also to assist you, I enclose a map showing the location of the Guildhall.

Yours sincerely,

Code A



**URGENT!
YOU MUST REPLY
TO THIS SUMMONS
WITHIN 7 DAYS**

To:

Mr Philip BEED

Code A

You are hereby summoned to appear before me **David Clark HORSLEY**, from
**Thursday, 6th December 2012 at 10.00 am in the Coroner's Court in The Guildhall,
Guildhall Square, Portsmouth PO1 2AB, to Tuesday, 11th December 2012.**

to give evidence touching the death of **Mrs Gladys RICHARDS**
Died on: 21st August 1998

Dated: 08 November 2012

Signed

Code A

D C HORSLEY

Her Majesty's Coroner for Portsmouth and South East Hampshire.

Note: Failure to comply with this summons will render the persons liable to a fine not exceeding £4,000 (Coroner Act 1887, S.19, as amended by the Contempt of Court Act 1981 Schedule 2 part III) or imprisonment.

ACKNOWLEDGEMENT

Please sign and date this summons and return it to the address below.
A copy summons is enclosed for your retention.

Witness Full Name: Mr Philip BEED
Inquest Case: Mrs Gladys RICHARDS

In response to your summons, I will attend
**From Thursday, 6th December 2012 at 10.00 am in the Coroner's Court in The
Guildhall, Guildhall Square, Portsmouth PO1 2AB, to Tuesday, 11th December 2012.**

Signed: Dated:

In case of late changes to time and date of Inquest, please give telephone number.....
Miss Beatrice Noel, Coroner's Administrative Officer, The Guildhall, Guildhall Square, Portsmouth, Hampshire
PO1 2AB, Tel: 02392 688326 - Fax: 02392 688331

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Mrs Margaret COUCHMAN

Code A

08 November 2012

Dear Mrs Couchman,

The Coroner requires you to attend the following Inquest to give evidence.

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Died: 21st August 1998
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Yours sincerely,

Code A

Miss Beatrice Noel
Coroner's Administrative Officer
Tel: 02392 688326
beatrice.noel@portsmouthcc.gov.uk



**URGENT!
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To:

Mrs Margaret COUCHMAN

Code A

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Witness Full Name: Mrs Margaret COUCHMAN
Inquest Case: Mrs Gladys RICHARDS

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Signed: Dated:

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Mrs Christine JOICE

Code A

08 November 2012

Dear Mrs Joice,

The Coroner requires you to attend the following Inquest to give evidence.

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Died: 21st August 1998
Inquest on: Thursday, 6th December 2012 at 10.00 am in the Coroner's Court in The Guildhall, Guildhall Square, Portsmouth PO1 2AB.
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Yours sincerely,

Code A

Coroner's Administrative Officer

Tel: Code A

Code A



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WITHIN 7 DAYS**

To:

Mrs Christine JOICE

Code A

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Witness Full Name: Mrs Christine JOICE
Inquest Case: Mrs Gladys RICHARDS

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