

Minutes of the Parish Council Meeting
held on Wednesday, 30th January 2002, at 7.30 pm
in Church House, Abbots Bromley, pursuant to notice having been given.

Present: Cllrs: PJ Charles, LG Ferguson (L Fe below), L Fox, KA McLoughlin, MM Moore, C Talbot (Chairman), M Tonking and S Wilson.

Apologies for absence: Cllr. RSV Jarman

Also present: PJ Youngs (Clerk), Borough Councillor AJH Fox, Miss L Kelly, Head of Central Services, East Staffordshire Borough Council.

Members of the public attending: Mrs AA Bayer, Mr D Eatough

Minute 94: Public Session

The Chairman welcomed Mrs Bayer and Mr Eatough and invited them to explain whether there were particular reasons for their attendance.

Mr Eatough commenced by expressing his “discontent and dismay” over the prolonged period of highway repairs which had gone on, almost uninterrupted, for a period of thirteen months. He said, with Mrs Bayer’s support, that these works had had a “drastic effect upon their businesses”, located as they were at either end of the village. They further speculated that they have suffered such a loss of business over this time, given the difficulty of drivers in finding convenient parking, that their very survival as traders is in jeopardy.

Whilst accepting that road repairs were necessary they stated that there had been little consultation with them regarding the timing of the road works.

The Chairman, together with other councillors, expressed sympathy for the perceived effects of the road works but pointed out the following:

- the Parish Council has virtually no power to affect the timing of such workings;
- the Council itself often has no more notice of the intention to carry out specific operations than have other members of the public;
- since the work is effectively in the hands of a private company it is likely that the senior County officer does not have the same day-to-day operational over-view and control that he would have if carried out by direct employees of the County Council.

In conclusion, the Chairman, whilst again commiserating with these residents, recommended that they make their views known, not only to the relevant County Council officer but also to their Borough and County Councillors.

The public session concluded at 7.55 p.m.

Before proceeding to normal business the Chairman said he had three announcements to make. He said that:

- (i) regretfully, he had to announce the death of Mrs Betty Robertson who had been a councillor for many years, and, for time, had served as the Council’s Chairman. Cllr. Charles volunteered to represent the Council at her funeral service. He was thanked for agreeing to do so;

- (ii) Miss L. Kelly would join the meeting at approximately 8.15 p.m. in order to speak about Village Plans - a matter which would be taken up later under item 8 of the Agenda;
- (iii) finally, the Chairman said that he had received the resignation of the Clerk; this would take effect from 28th April.

Minute 95: Approve and sign the Minutes of the Meetings held on:

- (i) 28th November 2001, and
- (ii) 16th January 2002 (Special Budget-setting Meeting)

95.1. It was proposed (PC), seconded (L Fe) and agreed that the Minutes of the Meeting held on 28th November be approved and signed as a correct record of proceedings, subject to typographical errors on pages, 1 (“bulks” to read “bulbs”), 2 (insert “to” before Mr Peter Male) and 8, line one (“made” to read “make”).

95.2. It was proposed (LF), seconded (SMT) and agreed that the Minutes of the Meeting held on 16th January be approved and signed as a correct record of proceedings subject to the correction on page 2 of the last line of para.5: “by” to read “be”.

Minute 96: Matters Arising and of Report

The Clerk reported on the following:

- (i) refer Minute page 4/5 Min 80.9.1. No reply has been received yet from Rev.Simon Davis regarding the quotation for extension work in Churchyard.
- (ii) refer page 5 Minute 81.2.2. SCC has rejected a request for a temporary bus shelter by the Buttercross.
- (iii) refer page 5, Minute 81.2.4. ESBC, following consultation with the licensee of the “Crown”, has refused the request to re-site the bottle bank away from nearby houses.
- (iv) A copy of an e-mail from County Councillor Philip Atkins suggests that one or more residents of Ashbrook Lane is attempting to arrange a site meeting with a view to having a review of the entire traffic calming arrangements. No further information is to hand.
- (v) The Chairman expressed his appreciation to Councillors Moore, Tonking and Charles, together with the Clerk, for assisting him in planting spring bulbs around the edge of the Millennium Green

Minute 97 Planning

97.1 **Applications** (since 1st December 2001)

- (i) **HO/04068/012: Oaklands Farm, Pinfold Lane, Bromley Hayes:** two extensions and replacement conservatory, with alterations.
PC response: *no objections*
- (ii) **PC/01890/012: Barkley House Farm:** application under s. 73 .. to continue to use the dwelling without complying with ..planning permission 01890/01 dated 170775 relating to an occupancy condition.
PC response: *no objections*
- (iii) **CU/21560/006: Ashtree House, Lichfield Road:** erection of garden room and entrance, part single and two storey extension for use as office with studio above and alterations to existing access.
PC response: There are *no objections* in principle though a number of councillors stress that it is essential that the Lichfield Road access is closed off and that all traffic uses the Ashbrook Lane entrance as mentioned.
- (iv) **TP/01789/012: Sycamore House, Radmore Lane:** crown lifting of one sycamore tree (TPO 189).
PC response: After consultation with Chairman it was agreed that it was not necessary to circulate details to all councillors. *No objections* were recorded.
- (v) **HO/02246/009: Woodland View, Uttoxeter Road:** erection of a conservatory on the rear elevation.
PC response: *No objections*
- (vi) **PA/11009/007: Ashbrook Lane: housing development by Walton Homes:** substitution of house type on plots 1,3 4 & 5.
PC response: *No objections*

97.2 **Decisions**

Formal **approval** has been granted in respect of the following:

- (i) **TN/24505/002:** Permission to proceed with the pruning of the red oak in the Market Place was given in a letter dated 061201. GC McCulloch notified of the conditions.
- (ii) **PA/05471/007: The Bungalow, Lichfield Road:** demolition of existing bungalow and erection of detached dwelling and garage.
- (iii) **CU/26439/013, 014,015,016: Blithe Farm:** conversions to holiday lets and installation of septic tanks + **LB/26439/012:** alterations to four agricultural buildings to form holiday lets: Grant Listed Building consent.
- (iv) **HO/20715/002: 6 Cecil Payton Close:** erection of a two storey side extension.
- (v) **CU/06587/009: Wilversall House, Yeatsall Lane:** change of use of agricultural buildings to ancillary residential accommodation, including alterations and reconstruction of gable and wall installation of rooflights and formation of vehicular access.
- (vi) **HO/20021/005: 1 Lichfield Road:** erection of a two storey rear extension, single storey front porch extension and formation of vehicular access with retaining wall.

- (vii) **PC/01695/012: The Cottage, Radmore Wood:** Application under s 73 of Town and Country Planning Act to carry out extensions without complying with stated regulation relating to the location of gates.
- (viii) **TP/01789/012: Sycamore House, Radmore Lane:** Crown lifting on one sycamore tree (TPO No. 189), and trimming back from overhead telephone wires.

97.3 Other Planning Matters

- (i) **Tree Preservation Order** received, 081201: TPO No 179 “Trees on land situated at the Bungalow, Lichfield Road”
- (ii) **Conversion of Agricultural Building to holiday lets, Blithe Farm:** “ .. it was resolved to conditionally approve the scheme, subject to conditions ...The concerns of the Parish Council were reported to Members at the time. However, the Highway Authority was of the opinion that, provided passing bays were provided by the applicant prior to the use commencing, then there were no objections on highway grounds”
- (iii) **2 Shade Elms, Goose Lane:** ref letter 265, dated 051201, enquiring whether planning permission necessary for formation of a parking area. Reply dated 030102 states that “due to the fact that Goose Lane is not a classified road no planning permission is required for the works”
- (iv) **Grange Farm; sale of vehicles.** A Councillor stated that he was of the opinion that vehicles are continuing to be offered for sale, contrary to planning permission. The Clerk was asked to investigate with ESBC and to report.

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At 8.15 p.m. The Chairman welcomed Borough Councillor Fox and Miss Kelly arrived and invited them to address the meeting concerning the Village Plans initiative.

Councillor Fox began by referring to a recent meeting involving himself, Cllr. Tonking and three senior officers of ESBC; in addition to Miss Kelly, Mr P Somerfield and Mr M Waldron. The general scope of the initiative had been covered in that meeting and the following points of significance had emerged:

- Village Plans, unlike Village Design Statements, have more “clout” since they involve officers of the principal authority; in this case the Borough Council. Experience has shown that where the senior authority presence has been lacking less notice is taken of recommendations as in such crucial matters as planning decision-making.
- The drift of government policy is to encourage parishes to be more proactive as part of a drive to devolve democratic control to the most immediate point of delivery. (At the same time the forthcoming White Paper is likely to diminish considerably the powers of one of the intermediate agencies, either the County or the Borough/District authorities.) Everything points, therefore, to parish councils having a greater say over local affairs.
- Activities such as Village Plans are likely to be adequately financed through funds delegated by the Countryside Agency. Therefore, where there is a spirit of commitment within a parish to participate, then the means of implementing their plans will be provided. Grants of £5,000.00 are available in approved cases and that amount could be tripled where three parishes in a ward agree to participate jointly. Already, stated Cllr. Fox, Kingstone has expressed that commitment and it is to be hoped that Blithfield, as well as Abbots Bromley, agrees to “come on board”.

Cllr. Fox then called upon Miss Kelly to present the wider picture and particularly to point to those parishes where Action Plans had already been devised.

Miss Kelly introduced a copy of the Countryside Agency's Vital Villages pack and circulated copies of an action plan which had been developed by the Borough's Weaver Ward. Miss Kelly stressed the importance, in her view, of the appointment of a "village agent" who would be employed to undertake a roll in accordance with a declared job description. It would be anticipated, on the one hand, that such a person would have professional expertise, and, on the other hand, act as a champion of the local community. In the Weaver Ward the person appointed had hand-delivered (Census style) copies of a questionnaire and had achieved a remarkably high response level of between 70% and 80%. Public meetings had been held and individuals appointed to take responsibility for specific projects. It had further proved possible to combine the Village Plan initiative with the W.A.S.P scheme, if only that both are concerned with locally-perceived needs and priorities.

Miss Kelly then responded to a number of questions posed by councillors. These included the following:

- means, terms and difficulties involved in appointing a local agent;
- whether a conflict had been encountered with dealing with other initiatives (e.g. Uttoxeter Plus). Miss Kelly saw no conflict, but rather that one might support the other in practical ways;
- timescale of the operations - which was given as around eighteen months.

In conclusion, Cllr. Fox and Miss Kelly indicated the first steps to be adopted should the Council wish to proceed. These were:

- first and foremost, complete the expression of interest form, and to do so on the basis that there exists a genuine commitment on the part of the Council to work towards achieving the Plan; a statement of commitment should be despatched by the end of February;
- establish contact with the two other parishes in the Ward in an attempt to maximise efforts, resources and impact.

The Chairman thanked both Councillor Fox and Miss Kelly for giving their time and making such a clear and helpful presentation.

The normal business of the Meeting resumed at 8.40 p.m.

Minute 98 Finance

98.1 Finance Statements for December 2001 and January 2002 The Clerk addressed the two statements which had been previously circulated and responded to questions posed. He said that he understood that a "service charge" of £8.97 in January was a result of allowing the current account to fall into deficit in October **It was proposed (L Fe), seconded (SMT) and agreed that the Statements be accepted.**

98.2 Report on payments made since the last meeting. The Clerk said that he had purchased, with Chairman's approval, a pamphlet from SPCA, costing £10.00, covering a seminar on the Rural White Paper held last May.

98.3 Bills to pay The Clerk offered the following for payment:

GC McCulloch	40.00	Pruning red oak in the Market Place
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PJ Youngs	815.64	salary and expenses November 2001 - January 2002
W Averill	65.00	for duties regarding play area, Millennium Green.

It was proposed (MM), seconded (PC) and agreed that these payments be made.

98.4 Section 137 requests The Clerk introduced a letter received from the Secretary of the Abbots Bromley Scout Group. It highlighted exceptional costs which the organisation is facing, including insurance due of £727.00 and repairs to the Scout hall, estimated at £800.00. **It was proposed (LFe), seconded (PC) and agreed that an initial payment of £400.00 be made** - a sum in line with payments made in recent years - but that the Clerk should write requesting further details of projected income from parents' subscriptions and fund raising events. On receipt of that consideration should be making a further payment.

The Clerk also stated that a letter had been received from the Chairman of the village hall committee pointing out that it is expected that there will be an increase of some 5 m² in the area of grass for requiring cutting during the coming summer. Councillors did not think that this relative small increase would require a variation to the three year contract which still has two years to run.

98.5 Fleming Premier Banking. Nothing further to report.

98.6 Millennium Green.

98.6.1. Replacement trees It was reported that the four vandalised trees have now been replaced. However, the Clerk pointed out that he thought that it was unlikely that any of the four trees were of a height of twenty feet as ordered. Councillors asked the Clerk to raise this matter with the supplier, TrentForce.

98.6.2. Litter bins The Clerk reported that ESBC had been approached with a request to empty the two litter bins on the Green periodically. However, the request had been refused on the grounds that they are not situated by the highway.

98.6.3. Appointment of a suitable person to undertake weekly safety checks, etc. Cllr. Tonking reported that Mrs Wendy Averill wishes to relinquish this responsibility. The Clerk was asked to liaise with Cllr. Tonking and produce a suitable advertisement in an effort to find a successor. Cllr. Charles was thanked for his offer to undertake the necessary duties on a voluntary basis; it was decided, however, at this stage to seek to replace Mrs Averill with someone appointed on the same terms and with the same job specification.

98.6.4. Insurance. Cllr. Tonking clarified the situation regarding the two insurance policies which, in effect, operate in relation to persons using the Green. The Parish Council, which purchased and owns the play equipment, operates an accident insurance as part of its general insurance arrangements with Cornhill Insurance. The Millennium Green Trustees operates third party liability insurance for any claims which may be brought against the Trustees in any circumstances. Councillors therefore understand that they will reimburse the Trustees as part of the general financial support to the Millennium Green

98.7 Schoolhouse Lane Play Area. There was inclusive discussion concerning the purpose of this area, though a general recognition that the Millennium Green play area has tended to modify previous thinking on the matter. It was agreed therefore that the matter should be tabled formally for discussion under "Recreation" at the next meeting. In the meantime:

- (i) the Clerk was asked to address the removal of two unwanted bench seats and a metal safety grill which had been left on the green, and
- (ii) Cllr. Tonking was asked if she would contact Mr Boucher-Giles to see whether he would be willing to level the path area running from the road behind the garages to the play area;
- (iii) the Clerk was asked to write to Mr D Moore of the Keep Fat Club, whose group had written offering to purchase play/sports equipment for young people of the village; the burden of the Clerk's reply should be that, while the offer is appreciated, any advice must be given in the light of decisions to be taken regarding the precise purposes of the respective play areas in the village.

98.8 Display of Parish Council map, BKV certificates etc. Cllr. Tonking stated that, as a result of work in sorting through the Council's archive material, decisions need to be taken regarding a number of framed BKV certificates and a large Ordnance Map of the village dating, almost certainly, from the nineteen fifties. **It was proposed (MM), seconded (LF) and agreed that Cllr. Tonking be reimbursed for the purchase of a suitable folder for the retention of the certificates,** given that they cannot be conveniently displayed. It was agreed that the map should be advertised and given to the first person seeming "to offer a good home for it".

98.9 Other Financial Matters

98.9.1. Vacant tenancy of allotment off Lichfield Road. Following Mr PJ Male's vacancy of the tenancy of the allotment from 31st March it was agreed to advertise locally for a new tenant. The Clerk was asked to confer with Cllr. Ferguson so that a suitable advertisement could be placed in the next edition of the Newsletter.

98.9.2. Revision of grass-cutting contract for the current year. The Clerk was asked to liaise with Cllr. Tonking on the details of any revision, notably in the light of the need to ensure that the Millennium Green grass is cut on a regular basis hereafter. At the same time there was a general view that the issues should not be fused entirely and that it would be better to ensure some separation between the two contracts. It was suggested that a set of proposals should be brought before the next meeting for acceptance.

98.9.3. Broken gate in Schoolhouse Lane - opposite Swan Lane. The Clerk stated that Mr Kevin Mann had reported that the gate was damaged beyond repair and had offered to obtain an estimate of its repair. Cllr. Charles said that the Footpaths Society has the matter in hand. It was councillors' wish that the Clerk write to Mr Mann to thank him for his kind offer.

98.9.4. Abbots Bromley Branch of the Royal British Legion The Clerk pointed out that, despite reminders, the promised contribution to the renovation of the War Memorial is still outstanding. It was suggested that the Clerk make contact with Mr Wilfred Jeffry.

98.9.5. Devolved highways maintenance monies. The Clerk pointed out that only £435.00 of an available £1,100.00 has been spent in the current financial year and asked for councillors' suggestions of tasks that might be tackled within this budget. It was suggested that pedestrian access in Narrow Lane is difficult and that Mr McCulloch be invited to undertake some tidying work there.

98.9.6. Appointment of new Clerk. The Chairman read a letter from the Clerk amplifying the statement of resignation. He invited the Vice Chairman and Cllr. Tonking to join him in formulating, in draft, the terms of appointment of the new clerk so that these could be presented to the Council for discussion and approval.

Minute 99: Group Reports.

99.1 Recreation

Nothing to report

99.2 Village Property

99.2.1. Buttercross. The Clerk read a letter from the County's Divisional Engineer stating that it falls to the County Council to repair the damage caused to the monument; however, such work cannot commence until a full report has been prepared for, and considered by, English Heritage. This suggests that it is unlikely that the repairs will be undertaken in the short term. The Clerk was asked to remind the Engineer that he had promised to provide safe passage way for pedestrians around the perimeter fencing which had been erected.

99.2.2. Public toilets. It was reported that a public convenience sign is on order and will be erected as soon as it is available.

99.2.3. Local fly tipping. A recent communication from ESBC suggested that the bricks and rubble in the lane behind 51 Paget Rise have been removed. However, apparently neither the Borough nor the County can assist with the removal of major items of debris in Goblins Lane. There were clear implications given that the removal of these is the responsibility of the landowner of adjoining fields. The Clerk was asked to raise the matter again with the relevant parties, including the legal department of ESBC.

99.2.4. Floodlighting of the Church. The Clerk pointed out that npower is aware that the floodlight on the Church roof is not functioning and we have been assured that it will receive attention. A report will be given to the next meeting.

99.3 Highways and Pathways

99.3.1. The Clerk reported upon the following:

- (i) Construction of footpath in Goose Lane. The work is at a standstill after what is regarded as the unstable condition of the wall surrounding the property St. Helens. The owner of the property considers that the wall has been weakened by the work that has thus far taken place.
- (ii) Bridleway 9. A report from SCC dated 18th December indicates that the pathway has been inspected but nothing untoward discovered. The same letter states that problems regarding drainage have been addressed.
- (iii) Bridleway 68. A letter from SCC dated 14th January points out that a culvert has been identified for replacement and an order has been issued for this work to be done.
- (iv) Miresbrook Lane. SCC appreciates that further major work is necessary to check subsidence. It is likely to be undertaken once the highways work has been completed in Uttoxeter Road. In the meantime a section of the road has been coned off.
- (v) Salter Grange - adoption. A “rechargeable order on Tay Homes” has been issued. This implies that responsibility for carrying out the necessary highways work now rests with SCC.
- (vi) The Orchard: appeal for traffic parking restrictions. SCC has now completed its survey and has concluded that there is a majority of residents in the road been Taswell’s and the Vicarage opposed to any parking restrictions being imposed. This may not resolve the difficulties experienced by the residents of the Orchard and the Cross but for the present it appears that the matter is to be left in abeyance as Mr Mellanby of the Orchard has moved away.

99.3.2. Site Meeting on the B5014 at Bagot’s Bromley. The Council has been invited to send a representative to a site meeting to be held at the Newton junction on Thursday 21st February at 4.00 p.m. involving SCC and Blithfield Parish Council. Cllr. Tonking agreed to attend and to report back to the Council.

99.3.3. Footpath No 1 at Mill Green. Councillor Charles drew attention to some work that had apparently been carried out by the tenant which had apparently severed the pathway effectively forcing walkers to pass through a ditch. The Clerk was asked to contact Mr Richard Flower at the School of St Mary and St Anne, owners of the land, to register concern.

99.4 **Competitions.**

The Chairman pointed out that Best Kept Village application forms for 2002 had been received. The Clerk was asked to complete these and to liaise as necessary with Cllr. Tonking who had completed the forms for last year’s competition.

99.5 **Rural Housing**

Nothing to report

99.6 Newsletter

Cllr. Ferguson listed a number of items which he hoped would be covered in the next edition due to be published at the end of the month.

99.7 School Governor's Report

Councillor Ferguson reported that Richard Clarke First School has received a short-term funding boost enabling it to create another class for the Easter and Summer terms. The number of children on roll - on which the 2002/03 budget is based - is 105/6; happily, this is somewhat larger than previously forecast as a result of some movement of families, with young children, moving into the village.

Minute 100: Village Plan

It was felt that the nature and implications of the Village Plan had been considered in sufficient depth earlier in the meeting. It remained only for a decision to be taken as to whether or not to proceed. There was a unanimous decision to do so - and also to work in association with the adjoining parishes of Blithfield and Kingstone, if they wished to do so. Cllr. Tonking was requested to complete and despatch the application form to the Countryside Agency.

Minute 101: ESBC Highways and Transportation Review

The Clerk was asked to respond to the communication dated 19th December stating that whilst there is general satisfaction with the quality of the delivery of highways maintenance - with the ancillary services of repairs, improvements etc. - there was a view that consultation over, and prior notification of, roadway works was, at best, haphazard, and, at worst, non-existent, thereby giving rise to frustrations on the part of local residents. This might be avoided if notification was generally sooner rather than later. At the same time councillors appreciate that, with the system of contracted labour that exists, the County staff are not always in a position themselves to know when precisely particular operations are to be carried out; if this is so, then the fault lies more in the system than with individuals working within it.

Minute 102: Uttoxeter Plus

102.1 The Clerk stated that he had received a draft of an article for the Newsletter from Mr Peter Mitchell explaining the general scope and rationale of this initiative. It was hoped that this would address the inadequate publicity of the scheme in this village which has thus far happened. Mr Mitchell's statement points out that the clear priorities which have emerged from the five hundred responses that have been received so far are:

- (i) the need to improve the town centre of Uttoxeter for the benefit of residents and visitors
- (ii) increase employment opportunities and diversification of the economy,
- (iii) improve local leisure facilities.

It is further pointed out that Uttoxeter Plus has relatively little money of its own and will need to work in partnership with other organisations, for example, East Staffordshire Borough Council and/or local businesses.

102.2 The Clerk suggested that, for the sake of continuity, it might be best now for the Council to be represented by a councillor rather than by himself. There was agreement upon this and Cllr. Moore said that she would be willing to attend the next meeting which is to take place on 21st February.

Minute 103: Jubilee Cup

Given the hour there was agreement with the Chairman's suggestion that this matter should be deferred until the next Meeting.

Minute 104: SPCA Advisory Notes for Autumn of 2001, Issue 95

It was felt that there were no items which warranted discussion.

Minute 105: SCC Local Strategic Partnership and Community Strategy

Note was taken of the fact that copies of the Chief Executive's letter dated 8th January, with the accompanying pamphlet, had been issued prior to the Meeting.

Whilst there was recognition that the issues touched upon are important in the life of the local community there was a feeling that little point was to be served by extensive discussion given that the issues of safety, the environment, care in the community and transport are currently being covered by other initiatives. The Clerk was not mandated to reply.

Minute 106: New Ethical Framework for Local Government

The Clerk reported that he is maintaining contact with SPCA on this matter. He reported that expected guidance from NALC on the "Code of Conduct" - which must be adopted by May (that therefore discussed in detail before this) - has not yet been received. It was suggested that the matter remains on the agenda of all meetings for the present.

Minute 107 Correspondence

Attention was drawn to the following items of correspondence:

- (i) Invitation to the Mayor's Charity Ball due to be held on 15th March.
- (ii) Commission for Racial Equality: copy of consultation draft of the *Statutory Code of Practice on the Duty to Promote Race Equality* Cllr. Tonking agreed to receive these documents and to liaise with the Clerk should a response by the given deadline of 25th February be deemed either possible or desirable.

Minute 108: Items for the Agenda of the next Meeting.

- (i) Finance:
 - grass cutting contracts - necessary revisions
 - allotment - tenancy conditions

- appointment of Clerk
- (ii) Other:
 - (under Recreation) Schoolhouse Lane play area: consideration of use
 - Ethical Local Government: Consideration of Code of Conduct - if available
 - Jubilee Cup nominations - deferred from this meeting
 - Arrangements for Annual Parish Assembly: please note revised date: Tuesday 17th April.

Minute 109: Date and place of next Meeting

The next Meeting will be held at 7.30 p.m. on Wednesday 27th February in Church House.

In concluding the Meeting the Chairman asked the Clerk to write a letter of thanks to Miss Kelly for her attendance.

The Meeting ended at 10.20 p.m.

Chairman date:

Proposed seconded