

STOCK PARISH COUNCIL

Clerk – Lorraine Green

23 Glebe View, West Mersea, Colchester, Essex. CO5 8GH

Tel. No. 07757 114952

Website: www.stock.org.uk/council

MINUTES OF THE MEETING HELD ON MONDAY 28TH JULY 2014 AT STOCK VILLAGE HALL, COMMON ROAD, STOCK

Present: *Cllrs, Millernas, Johnson, Fenwick, Lee, Woodward, Cooper and Rilstone*
Minute Secretary: *Mrs Lorraine Green*
In The Chair: *Cllr. Fairman*
Also Present: *9 Members of the Public and Chelmsford City Councillor Ian Grundy*

		ACTION
3120.	<p>DISCUSSION WITH PAUL BROOKES OF CCC REGARDING ADVERTISING POLICY IN VILLAGE.</p> <p>The Chairman introduced Paul Brookes.</p> <p>Mr Brookes advised that the main policy is coming into force on 15th September which will designate consent areas in Chelmsford. This will prevent people selling vehicles on the highway. Hot dog vans, burger vans and ice cream vans will all need consent to trade. It only affects public areas not private land.</p> <p>A-Boarding policy was discussed. There is a ban in the city centre of all A-boards. All other areas have to get consent. On public land there can only be one board. A-board has to be next to the premises. One private land there can be several boards.</p> <p>Fly posting was discussed. CCC are dealing with posters where they shouldn't be. They will not take action if a community event is being advertised until after the event unless there is a safety issue.</p> <p>Mr Brookes advised the Parish Council to pass a list of any advertising problems in the village to him and he will pass to the Planning Enforcement Officers to investigate.</p> <p>The Chairman thanked Mr Brooks for attending the meeting.</p>	
3121.	<p>DEMOCRATIC TIME.</p> <p>A parishioner reported that on the ECC bridlepath, opposite Rossalee, Smallgains Lane, where the pond is half way down the footpath, Mr Sharp has put a five strand barbed wire fence on the bridleway. Cllr. Millernas agreed to look at the fence and if, in his opinion, it has been placed on the bridlepath he will contact ECC. It was reported that the pond could be part of the bridlepath system.</p> <p>A parishioner thought the application for 3 cow barns at the field at Greenacre Farm was ridiculous and were not needed. The land has not been used or cultivated for over 30 years. The classification of the land has changed into a different category. The Chairman said it is called abandonment. A parishioner said he will apply for a track.</p> <p>The Clerk advised that she had ordered the dog bin for the footpath at Goatsmoor Lane.</p> <p>A parishioner reported that the posts had still not been replaced in Smallgains Lane.</p> <p>A parishioner reported that a grass cutter had been speeding down Smallgains Lane. The Chairman said it could be ECC or private owner and advised the parishioner to take the registration number and report to the Police if it happens again.</p>	JM
3122.	<p>APOLOGIES FOR ABSENCE.</p> <p>Nothing to report.</p>	
3123.	<p>MINUTES OF THE MEETING HELD ON 30TH JUNE 2014.</p> <p>Clerk to remove 'Annual General' from top of minutes. Cllr. Millernas advised that the word should read 'bin' not 'big' in minute 3111 Matters Arising.</p>	

	The Minutes of the Meetings, having been previously circulated, were then duly signed as a true record of events.	
3124.	<p>PARISH COUNCILLOR VACANCY FOLLOWING RESIGNATION OF CLLR. CHRIS FINCH.</p> <p>This matter was discussed after the meeting.</p> <p>Cllr. Woodward had objected to one of the applicant's being considered as their application was received after the deadline. The Clerk had taken advice from the EALC who advised that a vote needed to be taken whether the Parish Council were happy to accept the application or not. The matter was discussed and the decision was 4 for and 4 against. The Chairman had the casting vote and voted for. A vote was then taken in order that one of the applicant's could be co-opted. The majority vote was for Kerry Cansdale. Clerk to advise applicants of the outcome and send Kerry the necessary forms to be completed.</p>	
3125.	<p>DECLARING ANY PERSONAL OR PREJUDICIAL INTERESTS.</p> <p>Nothing to report.</p>	
3126.	<p>POLICE MATTERS.</p> <p>The Clerk had received the following report from PCSO Carr:-</p> <p>12:00 01/07/2014 – 14:00 03/07/2014</p> <p>Castledon Road, Downham</p> <p>Entry gained to secure garage by forcing door – garden equipment and tools stolen</p> <p>02:30 03/07/2014</p> <p>Back Lane, Stock</p> <p>Attempted burglary – attempt made to force front door, no entry gained</p> <p>18:00 03/07/2014 – 08:00 05/07/2014</p> <p>Stock Road, Stock</p> <p>Entry gained to secure BMW by drilling out door lock – items stolen from within</p> <p>16:08 06/07/2014</p> <p>Heath Road, Ramsden Heath</p> <p>Entry gained to parked vehicle by forcing window – bag stolen from within</p> <p>00:01 09/06/2014 – 16:35 09/07/2014</p> <p>Crowsheath Lane, Downham</p> <p>A number of trees have been cut down in order to build a type of shelter</p> <p>04:20 15/07/2014</p> <p>Castledon Road, Downham</p> <p>Secure shed broken into by bolt cropping bolt – alarm sounded and suspects fled</p> <p>22:00 17/07/2014 – 15:45 18/07/2014</p> <p>Allens Road, Ramsden Heath</p> <p>Attempted burglary – jemmy marks to front door – no entry gained</p>	

	<p>02:00 18/07/2014</p> <p>Stoney Hills, Ramsden Heath</p> <p>Burglary dwelling – entry gained by forcing front UPVC front door – vehicle from drive and other items stolen</p> <p>As you can see there have been a number of burglaries and attempted burglaries, I would urge you to ensure your properties are as secure as possible, with the hot weather we are all tempted to leave windows open, please be mindful of any accessible windows and also make sure outbuildings are locked when you have been gardening.</p> <p>Please feel free to report any suspicious activity you may see, descriptions and index numbers of vehicles are always gratefully received.</p> <p>Community Speed Watch - Cllr. Lee was collecting the signs and they will be erected in due course. John Pardon had agreed to take over the administration temporarily whilst Cllr. Lee is not in the village.</p>	
3127.	<p>MATTERS ARISING FROM THE MINUTES.</p> <p>Potholes – Nothing to report.</p> <p>Bulb planting and sponsorship – The Community Volunteers were supposed to be coming to do the pond. Clerk to chase. Cllr. Grundy reported that there is blockage on the other side of the road by Five Cottages and asked the Clerk to speak to the Community Volunteers about looking at this also.</p> <p>CCC Local Highway Panel – Nothing to report.</p> <p>Drainage on Common – The Chairman advised that they had stopped works at the request of Stock Cricket Club until September. It was reported that if there is heavy rain it will ruin the common. The Parish Council need to stop the drains becoming a trip hazard and suggested asking Swift to refill the holes with seed and soil and packing them down.</p> <p>Speeding – Nothing to report.</p> <p>Broken Marker Posts in Smallgains Lane and Well Lane - Clerk to chase matter with Highways.</p> <p>Resurfacing of Church Car Park – Nothing to report.</p> <p>Knocked down posts in Church Car Park – The matter was on-going.</p> <p>Storage Space at Heritage Centre – It was agreed that Cllr. Millernas would arrange to move the documents from Cllr. Rilstone’s garage to Cllr. Johnson’s. The documents would be sorted out before moving to the Heritage Centre.</p> <p>Renovation of War Memorial – Cllr. Millernas to deal with and speak to Bob Hale.</p> <p>Parish Noticeboard - Cllr. Millernas dealing with matter.</p> <p>Flooding in Smallgains Lane where the culvert is at the bottom plus further up the road - The work had been carried out. Clerk to remove item from Agenda.</p> <p>Clearing ditches around the village – Conservation Volunteers to contact Cllr. Johnson to arrange a site visit.</p> <p>Cold Calling Information – Cllr. Lee to put a notice into Stock Press. Stickers to be put in Post Office, Library and Doctors Surgery. Cllr. Grundy had taken some stickers to the Over 60’s.</p> <p>Stone pathway from The Square to Paddocks – Cllr. Millernas to speak to Bob Hale.</p> <p>Play in the Park - Event booked for 7th August 2014.</p> <p>Dog bin request on bridleway where it meets Goatsmoor Lane – Bin had been ordered.</p>	<p>CLERK</p> <p>CLERK</p> <p>JM</p> <p>JM</p> <p>JM</p> <p>CLERK</p> <p>SJ</p> <p>JL</p> <p>JM</p> <p>CLERK</p>

	<p>Large pothole outside Hawthorns, next to the Doctors Surgery, in Common Road – Clerk had chased matter up with Highways. It was agreed that this was a Health and Safety issue and should be raised again.</p> <p>Sale of Hankins Wood – The sale was going through.</p> <p>Advertising Policy – Paul Brookes had attended the meeting and discussed the matter.</p> <p>Rotten seat at Back Lane - Cllr. Millernas to speak to Bob Hale.</p> <p>Grass Cutting at The Windmill – Quotation to be discussed under closed tenders.</p> <p>Triangle of grass on the corner of Myln Meadow/Birch Lane by the substation - Clerk had asked Swift to add it to the grass cutting schedule.</p> <p>Winter Salt Bag Partnership Scheme – Clerk to contact Remus. Cllr. Grundy said the salt had been approved.</p> <p>Play Area Inspections – The Clerk had contacted RoSPA who had quoted £218.00 plus VAT to inspect the play area. If it is carried out when they visit Essex which is May the cost is £65.00 plus VAT for up to 5 items and then £3.00 plus VAT per item over the 5. It was agreed to use Wicksteed again this year and ask RoSPA to do the inspection next year. It was agreed the Clerk should order a Play Area Inspection and Risk Assessment.</p> <p>Tree Warden Tree Planting Grant – After discussion it was agreed that the Clerk should advise Lynn Cameron at CCC that the Parish Council have changed their mind and will not be proceeding with the trees.</p>	<p>CLERK</p> <p>JM</p> <p>CLERK</p> <p>CLERK</p> <p>CLERK</p>
<p>3128.</p>	<p>GENERAL CORRESPONDENCE.</p> <p>a) Brenda Cross at Essex Police inviting the Parish Council to become part of their Club Watch E-mail facility. It was agreed that the Parish Council would join the scheme. Clerk to organise.</p> <p>b) Tim Simpson, Senior Sustainable Drainage Officer, at ECC regarding Neighbourhood Planning and Sustainable Drainage Systems (SuDS). It was agreed that as the Parish Council are not doing a Neighbourhood Plan this was not relevant.</p> <p>Cllr. Grundy advised that the Parish Council need to detail all ditches in the village as they should take preventative measures to do some work. He said he could get ECC and CCC to help. He said the Parish Council need to be thinking about crisis management and need to be ahead of the game. Somebody asked what are the liabilities if a third party owns a ditch. It is the responsibility of the landowner to maintain a ditch. It was agreed Councillors would each do an area in the village and identify ditches. The village was flooded in the storm last week and Cllr. Lee’s house was flooded and she has had to move out. Cllr. Lee asked that the Highway gratings are looked at as they are terribly blocked in places. Anglian Water are coming back with a report in 6 weeks. Cllr. Lee suggested that a flood investigation request is put in as they own the storm drains. Seven houses were affected in the recent flooding in the village - there may be more that are not known about. Cllr. Grundy agreed to speak to the Financial Director of Drains regarding the issue.</p>	<p>CLERK</p> <p>ALL/IG</p>
<p>3129.</p>	<p>PLANNING MATTERS.</p> <p><u>Planning Applications</u></p> <p>Application No. 14/00862/FUL. Installation of container. Location: Brock Farm, Ingatestone Road, Stock. Applicant: Mr E. Napp. The Parish Council had no comments to make.</p> <p>Application No. 14/01003/FUL. Construction of cow barn (no. 1) Location: Field at Greenacre Lane, Stock. Applicant: Mr G. Sharp The Parish Council agreed to do some more research and defer to next meeting.</p>	

Application No. 14/01006/FUL. Construction of cow barn (no. 2)

Location: Field at Greenacre Lane, Stock.

Applicant: Mr G. Sharp

The Parish Council agreed to do some more research and defer to next meeting.

Application No. 14/01011/FUL. Construction of cow barn (no. 3)

Location: Field at Greenacre Lane, Stock.

Applicant: Mr G. Sharp

The Parish Council agreed to do some more research and defer to next meeting.

Application No. 14/01008/FUL. Construction of hay barn

Location: Field at Greenacre Lane, Stock.

Applicant: Mr G. Sharp

The Parish Council had no comments to make.

Application No. 14/01142/CLOPUD. Single storey side extension.

Location: Stratton House, Ingatestone Road, Stock.

Applicant: Mr Bryan Gaze

The Parish Council had no comments to make.

Results

Application No. 13/00258/AOD/1. Condition 3- samples materials; condition 4- large scale drawings.

Location: Church Green Cottage High Street , Stock.

Applicant: Mr R & J Fenwick. **Conditions Discharged.**

Application No. 14/00942/FUL. Amendment to planning permission 13/00868/FUL (Change of use of a building as a smokehouse for smoking fish.). To permit ancillary retail sales.

Location: Great Prestons Farm, Great Prestons Lane, Stock.

Applicant: Mr Simon Lyster. **Approved.**

Application No. 14/00854/FUL. Erection of 1.52 metres high, chain link fence along part of the boundary between and to the rear of 57 and 59 Birch Lane.

Location: 59 Birch Lane, Stock.

Applicant: Mr Bruce Radley. **Approved.**

Application No. 14/00533/FUL. Demolition of commercial buildings on site and removal of established business uses. Construction of 3 No. detached dwellings with integral garages.

Location: The Grange, Stock Road, Stock.

Applicant: Mr D Redden. **Approved.**

Application No. 14/00751/CLOPUD. Roof additions & alterations. Two storey rear and front extensions, basement, outbuildings and swimming pool.

Location: The Old Manor, Broomwood Lane, Ramsden Heath.

Applicant: Mr & Mrs J. Saitch. **Refused.**

Applications for Works to be carried out on trees in Conservation Area and trees that have Tree Preservation Orders.

Application No. 14/05123/TPO. 2 x Oak (W1) - closest rear elevation - achieve clearance between dwelling and outer canopy of 2m, cutting to suitable growing points; crown thin by 10%, cutting to branch collar

7 x Oak (W1) - rear garden - crown thin by 10-15%, cutting to branch collar, 2 x Oak (W1) - eastern boundary - crown reduce by 1.5-2m, cutting to suitable growing points, remove dead wood over 25mm in diameter. 11 x Oak (W1) - rear garden - crown lift to crown break. Reason: Remove storm damaged laterals, achieve clearance between dwelling and trees to prevent direct damage

Location: 31 Myln Meadow, Stock.

Applicant: Mrs T Chalk. **Approved.**

Application No. 14/05140/TPO. Horse Chestnut (T1) - roadside boundary - crown lift to 5.2m, removing sub lateral, cutting to branch collar.

Location: 1 Rectory Close, Stock.

Applicant: Mr Goode. **Approved.**

	<p>Application No. 14/05568/CAT. Sycamore x 1 & Horse Chestnut x 1 - immediately north of dwelling - crown lift to 5.2m, removing sub laterals, cutting to branch collar, on roadside; create a 2m clearance between the dwelling & the tree; crown lift to 2.5m on dwelling side, removing sub laterals, cutting to branch collar; Horse Chestnut x 4 & Sycamore x 2 - roadside boundary - crown lift to 5.2m, removing sub laterals, cutting to branch collar, on roadside; crown lift to 2.5m on dwelling side, removing sub laterals, cutting to branch collar; Holly x 3 - roadside boundary - crown lift to 3m, cutting to branch collar</p> <p>Location: 1 Rectory Close, Stock . Applicant: Mr Goode. Approved.</p> <p><u>Planning Appeals and Decisions.</u></p> <p>Appeal Ref. APP/W1525/C/13/2209485 – Bluebell Cottage, Broomwood Lane, Without Planning Permission, the use of the land as residential garden – An Inspector has been appointed by the Planning Inspectorate to hold a local inquiry at 10am on 5th August at the Civic Centre.</p> <p>Appeal Ref. APP/W1525/C/13/2209493 – Bluebell Cottage, Broomwood Lane, Without Planning Permission, the creation of a building – An Inspector has been appointed by the Planning Inspectorate to hold a local inquiry at 10am on 5th August at the Civic Centre.</p> <p><u>Tree Preservation Orders.</u></p> <p>Nothing to report.</p> <p><u>Planning Correspondence</u></p> <p>Minerals and Waste Planning applications electronically on their new website – Chairman to draft letter.</p> <p>Temple Farm Proposal for Redevelopment – Nothing to report.</p> <p><u>Urgent Planning Matters Not On This Agenda</u></p> <p>Joy Thomas had advised the Clerk that there are more planning contributions money due to the Parish Council. Clerk to find out whether the money already received can be used for the woods rather than drainage work on the Common.</p>	<p>CLERK</p> <p>CLERK</p>																																																																												
<p>3130.</p>	<p>FINANCE.</p> <p>Cheques to be Signed -</p> <table border="0"> <tr> <td>101952</td> <td>£1,578.00</td> <td>Soundstage One</td> <td>Stage for WW1 event</td> </tr> <tr> <td>101953</td> <td>£ 50.00</td> <td>Mr Martin Fairhurst</td> <td>Internal Audit</td> </tr> <tr> <td>101954</td> <td>£ 66.00</td> <td>RCCE</td> <td>Annual Subscription Renewal</td> </tr> <tr> <td>101955</td> <td>£ 288.00</td> <td>Rawley Plant Ltd</td> <td>Toilets for WW1 event</td> </tr> <tr> <td>101956</td> <td>£5,925.00</td> <td>C.R. Swift Landscaping Ltd</td> <td>Drainage on Common</td> </tr> <tr> <td>101957</td> <td></td> <td>Cheque Cancelled</td> <td></td> </tr> <tr> <td>101958</td> <td>£1,800.00</td> <td>Mr Paul Fenwick</td> <td>Reimbursement for payment to Anchor Supplies for WW1 tent hire.</td> </tr> <tr> <td>101959</td> <td>£1,366.93</td> <td>Mrs L.J. Green</td> <td>Clerk's Salary 1.7.14 – 31.07.14</td> </tr> <tr> <td>101960</td> <td>£ 416.91</td> <td>HM Revenue & Customs Only</td> <td>PAYE and N.I.</td> </tr> <tr> <td>101961</td> <td>£ 280.00</td> <td>Mr John Kirk</td> <td>Presentations at WW1 event</td> </tr> <tr> <td>101962</td> <td>£ 84.51</td> <td>Mrs L.J. Green</td> <td>Expenses 01.07.14 – 28.07.14</td> </tr> <tr> <td>101963</td> <td>£ 138.60</td> <td>Mr N. Fairman</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101964</td> <td>£ 138.60</td> <td>Mr J. Millernas</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101965</td> <td>£ 138.60</td> <td>Mrs P.J. Johnson</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101966</td> <td>£ 138.60</td> <td>Mr P. Woodward</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101967</td> <td>£ 138.60</td> <td>Mr A. Rilstone</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101968</td> <td>£ 138.60</td> <td>Mrs J. Lee</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101969</td> <td>£ 138.60</td> <td>Mr P. Fenwick</td> <td>Parish Councillor Expenses 2014/15</td> </tr> <tr> <td>101970</td> <td>£ 138.60</td> <td>Miss K. Cooper</td> <td>Parish Councillor Expenses 2014/15</td> </tr> </table> <p>Transfers - On 15th July 2014 £7,000.00 was transferred from Business Saver Account to Current Account. On 18th July 2014 £3,000.00 was transferred from Business Saver Account to Current Account. On 28th July 2014 £2,000.00 was transferred from Business Saver Account to Current Account.</p>	101952	£1,578.00	Soundstage One	Stage for WW1 event	101953	£ 50.00	Mr Martin Fairhurst	Internal Audit	101954	£ 66.00	RCCE	Annual Subscription Renewal	101955	£ 288.00	Rawley Plant Ltd	Toilets for WW1 event	101956	£5,925.00	C.R. Swift Landscaping Ltd	Drainage on Common	101957		Cheque Cancelled		101958	£1,800.00	Mr Paul Fenwick	Reimbursement for payment to Anchor Supplies for WW1 tent hire.	101959	£1,366.93	Mrs L.J. Green	Clerk's Salary 1.7.14 – 31.07.14	101960	£ 416.91	HM Revenue & Customs Only	PAYE and N.I.	101961	£ 280.00	Mr John Kirk	Presentations at WW1 event	101962	£ 84.51	Mrs L.J. Green	Expenses 01.07.14 – 28.07.14	101963	£ 138.60	Mr N. Fairman	Parish Councillor Expenses 2014/15	101964	£ 138.60	Mr J. Millernas	Parish Councillor Expenses 2014/15	101965	£ 138.60	Mrs P.J. Johnson	Parish Councillor Expenses 2014/15	101966	£ 138.60	Mr P. Woodward	Parish Councillor Expenses 2014/15	101967	£ 138.60	Mr A. Rilstone	Parish Councillor Expenses 2014/15	101968	£ 138.60	Mrs J. Lee	Parish Councillor Expenses 2014/15	101969	£ 138.60	Mr P. Fenwick	Parish Councillor Expenses 2014/15	101970	£ 138.60	Miss K. Cooper	Parish Councillor Expenses 2014/15	
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	<p>Clerk's Salary – Chairman and Cllr. Lee dealing with matter. Meeting with Clerk to be organised.</p> <p>Parish Councillor Allowances –CCC had advised the rate for 2014/15 is £138.60. Clerk had organised cheques for Councillors.</p> <p>Audit of Accounts for 2013/14 – Nothing to report..</p>	
3131.	<p>COUNCILLOR/CLERK'S REPORT.</p> <p>Clerk reported that the Highway Rangers had cut back the hedge and the Chestnut Tree by the zebra crossing by the Post Office. They had looked at Honeypot Lane, Ingatestone Road and Buttsbury but the job is too big for the Rangers. They suggested contacting Highways to carry out the work so the Clerk had done this.</p> <p>Cllr. Johnson reported about the condition of footpaths in the village and said they were very overgrown. Cllr. Grundy said people should take secateurs/shears with them when walking. Cllr. Johnson said people do not feel it is their responsibility. The footpath going through from School Lane past Rusking is almost impassable. Both hedges are extremely overgrown on the footpath going through the church. Cllr. Grundy suggested the Parish Council get a working party together. The Chairman said the footpath is very boggy. Cllr. Millernas agreed to try and cut it.</p> <p>Cllr. Johnson reported that the gates coming up by Honeypot Lane are very green and need painting. It was agreed both ends of village need painting. Cllr. Woodward to speak to Bob Hale.</p>	<p>JM</p> <p>PW</p>
3132.	<p>DISCUSSION ITEMS.</p> <p>Small jobs to be completed around the village - Cllr. Millernas talking to Bob Hale.</p> <p>Yellow lines in Village – All proceeding.</p> <p>Emergency Planning – Nothing to report.</p> <p>WWI Commemoration – The Chairman reported that everything had gone well. The weather had been good. Khalin Devil who makes uniforms for films and reenactments had a great time. He had been on facebook and made a good comment. 500 people had attended the event which was a brilliant turnout. The British Legion had finished the event with bag pipes which was excellent. The public had said the commemoration had been very moving. There had been no response yet from the British Legion. Lord Hanningfield had been very impressed. The Chairman thanked Cllr. Fenwick for driving the bits back to Bury St. Edmunds that were hired.</p> <p>Ideas for Local Highways Panel – Nothing to report.</p> <p>Social Networking for Parish Council – Defer to next meeting.</p>	<p>JM</p>
3133.	<p>RISK ASSESSMENT.</p> <p>Nothing to report.</p>	
3134.	<p>DATE OF NEXT MEETING.</p> <p>The next meeting will be held on Monday 1st September in Stock Village Hall and the next main meeting will be held on Monday 29th September 2014 in Stock Village Hall. Cllr. Rilstone sent his apologies for the next two meetings.</p>	
3135.	<p>CLOSED MEETING FOR OPENING TENDERS.</p> <p>The maintenance of the grass at the front of the windmill was discussed. Swift Landscapes had quoted £75.00 per visit and suggested three cuts a year. It was agreed that this should be added to the schedule and it should be cut as soon as possible. Clerk to notify Mr Vanner.</p>	<p>CLERK</p>

The Chairman thanked everyone for coming; the meeting closed at 9.55pm.

Signed (CHAIRMAN).....DATE.....