

WEST WRATTING PARISH COUNCIL
Minutes of the meeting held on Monday 9th January 2012
in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, McCall, Rowland and
Wallace.

County Cllr. Batchelor, 3 parishioners and the Parish Clerk.

- 1. Apologies:** Cllrs. Heath, Ross-Bain & Dist. Cllr. Barrett
- 2. Declaration of interest:** None
- 3. Minutes** of the meeting held on Monday 14th November were signed as correct following proposal by Cllr. McCall, seconded by Cllr. Gilmour.
- 4. Opportunity for Public Statement:**
 - a) Mr McCall questioned whether the council knew of any land sites newly registered with SCDC during 2010/11 in this area. The Parish Clerk will check with Dist.Cllr. Barrett on this point.
 - b) Litter was cleared before Christmas but the recent gales had caused a lot of debris that had to be cleared away. He thanked Mrs Margaret Potter who had helped clear up in the Causeway. There had been further complaints about the dustmen leaving litter blowing around after emptying the dustbins. Mr McCall suggested that this was caused not by the dustmen but people filling their bins to the brim and not weighing the lightweight paper down. The Parish Clerk will put a note in Challenge requesting parishioners to do this.
 - c) The footpaths are all passable and will be cut again in the summer, although possibly only twice this year. Mr Andrew Hodge had offered his services to do a day's work and hopefully he will help put in new weigh markers to replace rotten ones.
- 5. Matters arising:** None
- 6. Planning:**
 - a) **S/1522/11** Appeal entered against refusal by SCDC of the erection of photo-voltaic panels at 92 High St.
S/2367/11 Variation of condition 2 on S/0079/11 for 53 High St. PC approved.
- 6. Correspondence:**
 - a) Cllr. McCall reported on the site visit of the windfarm, which is well ahead of schedule, the bases have now been completed and the turbines should start being erected in early summer. There is a Liaison meeting on 7th February and a Funding meeting on 21st March. Cllr. McCall suggested Mr.Latham might be prepared to fund a community project if asked as he will be receiving £6000 per turbine per year.
 - b) Following the advertisement asking for a volunteer to help administer The Wind Farm Community Fund Panel working alongside a co-opted candidate (Mr Colin McCall) applications had been received from Mrs Scilla Harvey and Mr Mike Hampton. Because of her voluntary work experience both abroad and in the UK

it was agreed, following a vote, that her application should be accepted. A letter will be sent to Mr Hampton thanking him for his offer.

- c) A letter had been sent to MC Maintenance who had replied saying that he hopes to be able to do the grass cutting this coming year but is having further tests in hospital. He will let us know as soon as he can. The Parish Clerk will write to him wishing him well.
- d) Archive Collection moved to Item 10.

8. Finances:

- a) Spread sheet for the financial year distributed to Councillors.
- b) Precept: Cllr. Rowland went through the Budget spreadsheet, which had been distributed to all councillors. There will be an overspend this year of approx. £1800, due mainly to considerable maintenance work done on the village hall and the Pump Shelter apart from minor items and also a donation towards keeping the Youth Club open in Balsham. She is also concerned about the £9000 deficit in the Sports Pavilion contingency fund, for which, should there be any problems, the Parish Council would be responsible. She therefore feels the precept should be increased by the RPI rate to keep in front. The Chairman asked each councillor for their opinion, and a vote was taken. All agreed that the increase should be 5.4%. The Chairman thanked Cllr. Rowland for her work on the budget.

c) Authorised payments:

- £124.00 PAYE for 3rd quarter to Inland Revenue (chq. 797 paid).
- £330.97 J Richards Dec/Jan salary less £82.60 PAYE for 2 months (chq. 798)
- £ 50.00 WWPCC as annual donation towards cost of printing Challenge (chq. 799)
- £ 50.00 Age Concern 2nd tranche for Mobile Warden Scheme (chq. 800).
- £ 50.00 Mrs S Langford – donation towards Archive Exhibition (cheq. 801).

- 9. Maintenance:** Cllr. Wallace listed all the work carried out this year on the Pump Shelter, bus shelter, village sign, village hall and he hoped the coming year would be free of any major maintenance work.

- 10. Village Survey/Archive Exhibition:** To be held in the Village Hall on 28th January between 10am – 4pm and which has been mainly organised by Cllrs. Gilmour, McCall and Rowland. The Committee room will also be used and manned, and will have flip charts and post-its available so that people can make comments about the village survey and the needs of the village. The W.I. will be doing teas combined with a recruitment drive. It is hoped other clubs will be represented. Someone from the Montisouri school will be present to help with the children. It was agreed that £50.00 should be donated to Mrs Suzanne Langford to help with the cost of the Archive Exhibition.

- 11. Pocket Park Registration:** The registration is in progress.

- 12. Training Sessions for new Parish Councillors:** The Parish Clerk will give all details to those attending various sessions.

- 13. Signage to War Memorial on Common:** This is in progress and Cllr. Ross Bain sent a report giving details. There will be 5 signs, one of which will be double-sided, to advertise the RAF memorial to motorists. The total quote from Algar signs is £464. If full funding from the County Council Local Minor

Highway Improvements fund is given the Parish will only be asked to pay £46.40. The Chairman thanked Cllr. Ross Bain for organising this.

14. Report on Sports Pavilion: Cllr. McCall spoke

- a) Use of Bowls Club area: This plan has been postponed.
- b) A request asking permission to use the recreation ground for a music event on Saturday 30th June had been received. This was agreed.
- c) The Sports Pavilion accounts are at present being audited ready for the AGM on 2nd February, 2012.
- d) A letter requesting a 20% increase in the Parish Council's contribution towards the cutting of the recreation field had been received, due to the increase in petrol costs and that there had been no increase to the £420.00/per annum paid in the past five years. This was discussed and it was agreed that there should be an increase of 15% this year and thereafter it should increase by the rate of inflation.

The Chairman thanked Cllrs. McCall and Wallace for their continued input.

15. The Chestnuts public house: Cllr. Ross-Bain had sent a report on the present situation with regard to buying out the Public House by the village. There will be a prospective launch on 25th January and leaflets will be distributed to parishioners outlining details prior to this date.

16. Parish Map: To be discussed at the Village Survey meeting on 28th January.

17. Report by County Councillor Batchelor:

- a) The budget will be reviewed on 28th January and it is likely that the Council tax will be increased. The government had promised 2.5% funding but this would only be for the one year so in 2013 there would be an even greater deficit. It was felt that an increase would be the best way forward. South Cambs District Council, who is also reviewing the budget, is also likely to increase the Council tax.
- b) It is hoped that the government will be providing loans to help with house building.

17. Any Other Business:

- a) Please have "Wind Farm" on each Agenda.

Date of next meeting: 12th March 2012.

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the meeting held on Monday 12th March 2012 in the
Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, McCall, Ross-Bain, Rowland and Wallace. Two parishioners and Parish Clerk.

1. **Apologies:** Dist. Cllr. Barrett & County Cllr. Batchelor.
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 9th January 2012 were signed as correct.
4. **Opportunity for Public Statement:**
 - a) At the last Council meeting Mr McCall had asked whether any local land had recently been registered and Dist.Cllr. Barrett had informed the Parish Clerk that nothing new had been registered. Mr McCall had also done some research on this matter, finding out that there were needs and proposals for building 21,000 houses. Existing proposed developments near West Wrattling were Six Mile Bottom, Linton & Little Abington. These were not new.
 - b) Litter: Three new members have volunteered in Weston Colville and three in West Wrattling. There had been a “pick up” of litter in Fox Road, the rubbish being picked up next day by Chris Bradley. There were 10 new Way Signs to be put in place and he thanked Andrew Hodge, who had agreed to do this.
5. **Matters arising:** None
6. **Planning:** (Applications as listed in Appendix A)
 - a) **S/2367/11** – Variation of condition 2 on S/0079/11 for 53 High St. Mr I Faithful. Approved by Parish Council & SCDC.
 - b) **Appeal S/1522/11** 92 Pear Tree Cottage – photo-voltaic panels – refused.
 - c) *Plans for Randswood Farm House:* Mr & Mrs Brereton had asked Cllr. Gilmour to give a brief outline of their proposals for building an addition on to the farmhouse. A planning application has not yet been submitted but the Council were pleased to be made aware of their intentions and looked at the plans with interest.
 - d) *S/0385/12/FL* – Received on 10th March so not included on the Agenda. It was agreed that the plans would be discussed at the meeting. There was agreement that the proposed conversion of existing garage to kitchen and dining room was satisfactory. There was some concern that the proposed new garage would be too near the road, changing the general aspect but saw from the plans that there was a clear area before the grass verge and road. A comment will be made about this concern.
7. **Correspondence:**
 - a) Letter of acceptance to Scilla Harvey to be representative on the Wind Farm Community Funding Panel.
 - b) Precept letter to SCDC
 - c) Notification to RoSPA to carry out annual inspection of play area.
 - d) Letter of permission to Mrs S Boreham for use of rec. on 30th June 2012.
 - e) Letter with cheque to WWPCC as donation towards costs of Challenge
 - f) Letter to Mrs. B Miller agreeing to a 15% increase in grass cutting costs.

8. Finance:

- a) Spread sheet for the financial year distributed to Councillors.
- b) *Budget figures for new financial year:* Cllr. Rowland had prepared a budget for the new financial year which had been distributed to the Council. This was discussed and accepted. Cllr. McCall proposed the acceptance of the budget, seconded by Cllr. Wallace. It was agreed that the maintenance costs would be considerably higher without Cllr. Wallace's input and negotiation with regard to costs and he was very much thanked. Due to Mr Cottage being unable to cut the grass verges this year, due to illness, quotes will be required from companies e.g. CGM, and three others. The Parish Clerk will do this.
- c) *Re-appointment of internal auditor.* It was agreed by Council that Running Total Bookkeeping (Mrs Jackie Dockerill) should again be asked to carry out the internal audit this year. The Parish Clerk explained to Council that Moore Stephen's had commented about the use of the internal auditor to carry out monitoring the PAYE. They said it was necessary to Minute the following: "Running Total Bookkeeping has been contracted to do this work but in order not to impair her independence as the internal auditor, the PAYE figures will be checked and initialled by West Wratting Parish Council each quarter and the letter of contract will include a similar statement". This was agreed.
- d) Authorised payments:
 - £ 50.00 Mrs S Langford – Archive exhibition (chq. 801).
 - £206.77 J.Richards Feb/Mar. salary less PAYE (chq. 802)
 - £ 23.11 Postage expenses for 2011/12 PLUS
 - £ 11.00 Stationery & Petrol to Haverhill (audit) (chq. 803)
 - £100.00 West Wickham P.C. (Councillors Training Crs.) (chq.804)
 - £ 21.76 West Wickham P.C. (final payment re hire of computer) (chq. 805)
 - £ 22.58 STP for Printing ink (chq. 806)
- e) Monies received:
 - £330.03 CCC contribution towards Verge grass cutting for 2011/12.

9. Maintenance: Cllr. Wallace reported on the following:

- a) New guttering had been fixed on the back of the bus shelter as the existing guttering was rotten.
- b) There was structural drainage and path work having to be done at the Village Hall and the Council was asked if they could contribute towards its cost. A figure of £350.00 was agreed, to be paid out of next year's budget.
- c) *The Pound:* A sign has now been erected.
- d) *The Pheasant Village Sign:* This has been refurbished and the Pheasant has now to be repainted. The cost of restoring the woodwork is £33.00.
- e) *Cast Iron recreation ground sign:* This has now been restored at a cost of £120.00. and put in place.
- f) Mr Keith Faunch had been round the village checking on drains, signposts and holes and the road has been swept.

10. Village survey & Archive Exhibition – Report from Cllr. Rowland, who produced a summary for Council on the "Have your say day" held in conjunction with the Archive Exhibition. Over 40 people had made comments and a brief summary of these would be put into Challenge as well as a report on how the budget is put together, following comments on the Precept etc.

11. Pocket Park Land Registration – Ongoing.

12. Training for new Parish Councillors: The three councillors who attended the training Course had enjoyed it and thought it worthwhile.

13. Signage to War Memorial on Common: This is in progress and CCC is putting in an application for the necessary work to be done.

14. Report on Sports Pavilion meeting:

Cllr. McCall had attended the AGM, there being a quorum. The same committee were re-elected. She was pleased that the Village Fund Raising Group and the WWFC fund raisers are working together on the Diamond Jubilee celebrations.

15. The Chestnuts Public House: Cllr. Ross-Bain reported that although the pub had been sold and the family who were buying it were supposed to move in on 26th March, there is now a query by Greene King that public houses are being sold too cheaply and they should consider increasing the price or putting in a Manager. Waiting for a decision to be made.

16. Wind Farm Progress: Report by Cllr. McCall

The Liaison meeting had been held where they were told that trial runs had now been satisfactorily carried out for getting the turbines to site and erecting them and the first delivery will be 30th April and the last end of July, with erection starting on 20th May. The completion to be in August/September. Most of the parishes have now selected their representatives for the Community Funding committee.

17. Report by District Cllrs. Barrett – Absent.

18. Report by County Cllr. Batchelor (absent) – A report on Bus Subsidy cuts had been emailed to all Councillors.

19. Any other business:

The Liaison meeting to which Cllrs. Job and McCall were going on 29th March had now been changed to a Planning meeting. The Parish Clerk will email details should anyone wish to attend as Cllrs. Job and McCall will not be going.

20. For Parish Councillors only.

Mr Henry d'Abo to talk to Parish Council

Chairman.....

The next Parish Council meeting (AGM) will be held on Monday 14th May 2012 at 7.30pm with the annual Parish Meeting held at 8.30pm.

The Chairman then read out the following:

It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to meeting) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted at the next Agenda item (20) the Chairman asks that in the public interest the public and the press are temporarily excluded from this meeting and are herewith instructed to withdraw.

For Parish Councillors only.

20. Mr Henry d’Abo to talk to Parish Council.

Mr d’Abo started his presentation by saying that he was proposing to negotiate with unnamed housing associations to build an unspecified amount of social housing on fields in locations around the village. It was observed that the fields proposed were immediately adjacent to properties/homes owned by Cllrs. Job, Wallace and McCall. When asked how many houses he was proposing he replied, “oh lots”. He believed that although all these sites were out of the Village Envelope because of the new Localism Bill there would be no problem in getting this changed if used for Social Housing and would be given special exemption. He then subsequently showed the Council some outline plans of his previous application to build 11 houses plus shop etc. on land opposite the Chestnut public house, applied for in 2005 (Approved by P.C.) and again in 2006 (refused by P.C. and withdrawn). He then stated he was prepared to sell to Housing Associations for Social Housing if the Parish Council were not prepared to approve the original plan, but alternatively not to press ahead with the social housing plans if the Parish Council supported his preferred plan for the 11 houses. It was pointed out to him that the alternative he was offering appeared to be a crude attempt at blackmailing the Parish Council. He did not offer any comment to confirm or deny this. He stated that he was interested in his preferred development because he had “always wanted to own a shop” and “he had some great marketing ideas”, and that he needed to make some money as running his house was very expensive. It was pointed out by the Chairman and Cllr. McCall that this really was not relevant to a planning application.

Appendix A:

				Recd	Date to retn.	Retd.	PC Dec.	SCDC Dec.
S/2367/11	Mr Faithful	53 High St	Variation to S/0079/11	28/11/11	7/12/11	7/12/11	Appr.	Appr.
S/1522/11	Mrs Edwards	Pear Tree Cottage	Erection of solar panels	14/12/11	No action	required	Appealing	

WEST WRATTING PARISH COUNCIL
Minutes of the annual parish council meeting held on
Monday 14th May 2012 in the Village Hall at 7.30pm

Those present were: Chairman Job, Cllrs. Gilmour, McCall, Rowland, Ross-Bain & Wallace. County Cllr. Batchelor, District Cllr. Barrett, 3 parishioners and the Parish Clerk.

1. **Election of Chairman:** The parish clerk asked for proposals and Cllr. McCall proposed Cllr. Nigel Job to be Chairman, seconded by Cllr. Wallace. Accepted by Cllr. Job, who signed the Declaration of Acceptance.
2. **Appointment of Vice Chairman:** Chairman Job proposed Cllr. McCall, seconded by Cllr. Rowland. Cllr. McCall accepted and signed the Declaration of Acceptance.
3. **Apologies for absence:** Cllr. Heath. Dist.Cllr. Barrett & County Cllr. Batchelor had apologised and said they would hopefully be at the meeting later.
4. **Declaration of interest:** None.
5. **Minutes:** The Minutes of the meeting held on Monday 12th March were signed as correct.
6. **Opportunity for Public Statement:** Footpath officer, Mr McCall, reported on the footpaths, saying that the grass had been cut but there would only be one more cut, in July. There had been little litter due probably to the very wet weather. He had spoken to the Cycling Club who do their time trials at the end of Six Mile Bottom Road, about their leaving a lot of litter. He hoped this would deter them.
7. **Matters arising:** None
8. **Planning:** (Applications as listed in Appendix B). Since posting the Agenda one new planning application had been received, S/0726/12/FL for Randswood Farmhouse ext. etc. It was decided to discuss the new application as the plans had already been seen. Council approved the application.
9. **Correspondence:** (see Appendix A).
 - a) Parish Clerk had received a request from Dist.Cllr. Barrett to ask Mr Lawrence Green to come to a meeting to discuss Emergency Planning in West Wrattling in the event of an incident. He is able to come to the next meeting in July. This was agreed.
 - b) An email had been received from CAPALC concerning the changes to the Code of Conduct. So far nothing has been agreed.

10. Finance:

- a) **Acceptance of Accounts** for year 2011/12 in preparation for internal audit to include a resolution to carry forward surplus monies as per item 3.5 in Financial Regulations. This was proposed by Cllr. Job, seconded by Cllr. Rowland.

Annual Governance Statement: This was read out by the Parish Clerk and signed by the Chairman and the parish clerk. **Statement of Accounts:** This was signed by the Chairman and the parish clerk.

b) Authorised payments:

£ 124.20	Inland Rev. (PAYE for 4 th qrt) (Chq.807) Paid
£2,246.51	Allianz Ins. (chq.808)
£ 331.17	Parish Clerk's salary 2 months less £82.40 PAYE (Chq.809)
£ 400.42	James Crothall. Work on Village Hall, village signs & benches (chq.810)
£ 200.00	Age Concern (Mobile Warden Scheme) (Chq.811)
£ 152.77	CALC membership fee (chq.812)
£ 493.00	West Wrating Sports Pav. Rec.grass cutting contribution (Chq.813)
£ 72.00	Algar Signcraft (via D.Wallace), renew Cattle Pound sign. (Chq.814)
£ 57.60	“ “ “ , Refurbish Brass plaques for benches (Chq.814)
£ 38.40	“ “ nuts, bolts, channelling & s.s. clips for signs. (Chq.814)
£ 39.60	“ “ “, paintwork on Pheasant village sign (Chq.815)
£ 20.00	Running Total (doing Payroll 2012-13 incl. PAYE returns) (chq.816)

c) Monies received:

£5,015.50	1 st tranche of the Precept
£ 200.00	West Wrating Sports Pav. Contribution to maintenance of rec.ground

11. Maintenance:

- a) Pump shelter – the pump needs rust removing. A quote for £200 has been received but Cllr. Wallace is looking for another quote. If this is not done the pump will slowly deteriorate which as the pump is rather rare would be a shame. No immediate hurry and needs to be done in warm and dry weather. All agreed this should be done and await further quotes.
- b) RoSPA – the inspection had been carried out and all the equipment was satisfactory. The inspector pointed out that the goalposts put up for the village children to use were way beyond their best and should be condemned. It was agreed to wait until the report was received.
- c) Street maintenance and drains: Various holes in the roads have been rectified but CCC Highways are still working on the drains.
- d) Village Hall sign: Cllr. Wallace felt a sign was needed as it was evident by the number of people asking where it was that some indication was necessary. He suggested a slate sign placed in the rondel above the door.
- e) Grass verge cutting: The Parish Clerk had written for quotes and only received one from CGM Cambridge, who cut most of the villages' verges and recreation fields in this area. Their price was very reasonable and so on the Chairman's authority had appointed them and they had already completed one cut which Cllr. Wallace was satisfied with.
- f) The Chairman wondered if Cllr. Wallace could do anything about the old Causeway sign, which was cracked. He will have a look at it.

12. Signage to the War Memorial: No progress as yet, waiting for authorisation.

13. Report on Meetings attended by Cllrs.

- a) Windfarm – Mr McCall (representing West Wrating with Mrs Scilla Harvey) had attended, four weeks ago, the first meeting of the group concerned with the distribution by RES of the £39,000 per year, to discuss how it should be run and to not only think about the requests from individual villages but also helping the total area, e.g. Parish Nurses, transport. Certain procedures will be put in place and Jane Darlington (Community Foundation representative) will help people wishing to put in a request. The next meeting is in September and the money will become available in November. The Funding Committee will meet twice a year. RES has no say in how the money is distributed.
- b) Sports Pavilion Meeting: Cllr. Wallace reported that this was moderately well attended but still no regular Chairman.
- c) Cllr. McCall had attended the Warden Scheme meeting. This is still doing a good job and West Wrating will be making their contribution of £200 this year. The fee to the end user has had to be increased.
- d) Cllrs. Gilmour & Rowland had attended a Workshop for the Local Development Framework which they had found most interesting and was well attended. The same sort of questions were asked as they had asked at the “Have your say” event in West Wrating, e.g. why do you live where you do, what do you want from your village etc.

14. Land Registration: the Pocket Park is now registered with the Land Registry.

15. Transport: County Cllr. Batchelor spoke about the various needs for a bus service e.g.

- a) Older people needing to get to Cambridge, Fulbourn, Haverhill for shopping or hospital etc.
- b) Transport for school children and people going to work.
- c) Minibus to go round the villages.

They are being told by County Council that they will not take off the bus services until something else is in place and they are still prepared to spend 1.5M on transport. He will keep pushing for answers to the problems. He agreed a mini bus would not be satisfactory.

16. Report by District Cllr. Barrett:

- a) Finance: Council tax was not increased so cuts were being made through redundancies and not replacing those people who retire.
- b) Planning: Still difficult issues and still things to be decided upon. There will not be any large developments in villages unless the community requires it. There are 4000 people on the waiting list for social housing and building is essential.
- c) Council Housing: Encouraging people to buy their houses and the sale money will be ring-fenced to build new houses. The 53p. in the £ from council house rents no longer has to be paid to the Government.

17. Report by County Cllr. Batchelor:

- a) The Guided Bus has been a considerable success despite being 90M over budget. However it is hoped that some of this will be retrieved from the builders.
- b) Highspeed broadband should be in place by 2015 in all homes and businesses. There is 20M available with particular reference to supplying villages with high speed Broadband. However in order to get the commercial interest all those who

are interested need to request it on the internet. A campaign starts this week. It was agreed that something should go into Challenge.

18. Any Other Business:

- a) Cllr. Ross-Bain reminded people about Sunday 27th May at 12 noon on West Wrating Common where there will be a Memorial Service.
- b) Cllr. Wallace was concerned about an incident where a person was assaulted in the village and the Neighbourhood Watch were told by the police, when ringing up to see if they could help and find out what had happened, that under the data protection act they could not tell them. The Chairman suggested Cllr. Wallace write a letter to the Police and County Cllr. Batchelor asked if he could be kept informed.
- c) The Chairman asked that the use of the Telephone Box be put on the next Agenda as he had an idea to install an automatic external defibrillator. The Parish Clerk made a note of this.

The next meeting will be on Monday 2nd July 2012. **PLEASE NOTE THE CHANGE OF DATE DUE TO THE CHAIRMAN AND VICE CHAIRMAN BEING AWAY ON THE 9TH JULY.**

Signed.....Chairman

WEST WRATTING PARISH COUNCIL
MINUTES OF THE
ANNUAL PARISH MEETING
Held on Monday 14th May 2012 at 8.30pm.

1. Apologies for absence:

Apologies were received from Cllr. Heath.

2. Chairman's Opening Remarks and signing of last year's Minutes:

The Chairman welcomed everyone and thanked the Council for their work during the previous year. The Minutes dated 9th May 2011 were signed as correct.

3. Chairman's Report: See attached.

4. Financial Report: The accounts for the year had been discussed in the Parish Council meeting at 7.30pm and copies were available for anyone wishing to have them.

5. Parish Lands & Properties: As listed on the Agenda.

6. Reports: Reports had been received from:

Over 60's Club	Women's Institute
Tennis Club	Village Hall Management (read out)
Bridge Club	Footpaths (P3 co-ordinator) (read out)
W. Wratting Lunch Club (read out)	
County Cllr. Batchelor	Dist.County Cllr. Barrett

7. Any Questions:

1. The Parish Clerk had been asked by the Tree Warden, Cllr. Heath to let the Council know that someone had been to S.Cambs at Cambourne to request the cutting down of a very ancient Willow Tree which he reported as dead. This is situated near the General Notice Board at one end of Hayter Close and where cars are parked. The Willow is not dead and it is believed to have a Conservation order. Cllr. Heath will report back when he has further news.
2. It was suggested that we should advertise the Parish Meeting more, making it more of a social occasion and possibly getting someone to speak. If this is done the meeting should be held on a separate evening to the AGM of the Parish Council.

Meeting closed at 9.15

Chairman.....

WEST WRATTING PARISH COUNCIL
Minutes of the meeting held on Monday 2nd July 2012 in the
Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, Ross-Bain,
Rowland and Wallace, Mr Lawrence Green, Dist.Cllr.
Barrett, one parishioners and Parish Clerk.

1. **Apologies:** Cllr. McCall, County Cllr. Batchelor.
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 14th May 2012 were signed as correct after an amendment was made under item 18c. Should read June not July.
4. **Opportunity for Public Statement:**
 - a) Mr Colin McCall was away but Cllr. Wallace had received some complaints about uncut footpaths. He will investigate further.
5. **Emergency Planning:** Mr Lawrence Green spoke about setting up contacts in the village as a precaution should an emergency arise, e.g. flooding, snow, electricity powercutS where the village might be cut off for a period of time. There are two main points to having such a contact list; a. The need to put down actions to be taken in an emergency if you were cut off; b. an incident with emergency services responding but the possibility of a need for assistance by the village, e.g. the need for a control centre such as the Village Hall, tree cutting or clearing equipment or medical assistance. This is not mandatory but a template should an incident occur so the village is aware of how to deal with it. There would be a need for a contact list with someone to act as co-ordinator. The Parish Council thought this a good idea and Cllrs. Ross Bain and Wallace agreed to set it up and draw up a list of contacts. It was suggested that this could go on the website. The Chairman thanked Mr Green for coming.
6. **Matters arising:** Cllr. Gilmour wished to discuss monies left over from the Diamond Jubilee celebrations. She felt it would be good to put something back into the village, particularly for the children as a reminder of these celebrations. She wondered if the bowling green could be used for perhaps a putting green or croquet. The shed would need to be made safe and secure, it was also suggested that the leylandi hedge would need to be taken out to open up the area and perhaps a picket fence put up. The amount of money left over from the celebrations is £450. It was agreed that Cllr. Gilmour put something in Challenge, inviting children to come to a meeting to discuss ideas. The Chairman stressed it was important that she discussed this first with the Football Club as they also have an interest in using the defunct bowling green area. He also thanked Cllr. Gilmour, Cllr. Heath who organised the band with Mr Nick Salter, the WWFC and all those who helped make the Jubilee celebrations such a success. It was good that it was jointly organised with the Football Club.
7. **Planning:** (Applications as listed in Appendix A)
 - a) **S/0726/12** – Amendment to appl. for Randswood Farm House. Inf. Only.
 - b) **S/1066/12** – Certificate of Lawful existing use application. Inf. Only..

8. Correspondence:

- a) Following letter to Secretary of d'Abo Tennis Club a cheque for £60 rental was received .

9. Finance:

- a) *Internal Audit report:* All councillors had received a copy of this. The report was satisfactory but it was agreed that the comments under Objective D (Budgetary Controls) would be adhered to as would the suggestion made under Comments to Objective H (Asset controls) to show if possible the acquisition date and also the values of assets for the previous year as well as the current year to show where any difference occurs.

b) Authorised payments:

£493.00 WWFC – Parish Council's contribution to cutting rec. grass.(Chq.817 pd)

£331.44 Parish Clerk's salary (2 months) (underpaid 27p.last payment). (chq. 818)

£632.50 Ashton Graham re Land Reg. of Pocket Park (Chq.819)

£132.00 Playsafety Ltd. RoSPA Safety Inspection (Chq. 820)

£262.99 James Crothall – a) Clean & varnish pump shelter bench £112.99; b)

Village sign £150.00.(Chq. 821)

£103.20 CGM for cutting grass verges 8/5/12 (Inv.2943) (chq. 822).

£35.00 ICO renewal. (Chq. 823)

£29.00 CPRE annual subscription (Chq. 824)

£10.20 STP Stationery – Epson printer ink. (Chq. 825)

£10.00 D. Wallace for de-rusting grit blasting rec.ground sign. (Chq. 826)

£350.00 West Wrattling Village Hall – cont. to path & drainage work (Chq. 827).

£ 52.50 Running Total Bookeeping – Int.Audit. (Chq. 828).

£ 40.00 D. Bryce – pruning 2 cherry trees on green near church. (Chq.829)

c) *Monies received:*

£60.00 d'Abo Tennis Club contribution towards grass cutting of rec.

d) *Budget adjustments:*

Cllr. Rowland has re-set the budget figures due to the lower cost of grass cutting and should now be on schedule. Copies had been sent to all the Council.

10. Maintenance: Cllr. Wallace reported on the following:

- a) Two of the new trees in the Causeway have died. The Tree Officer, Roz Richardson, from SCDC is aware. The two cherry trees at the Pump Shelter have been pruned and the large Ash on the recreation ground is not in good health and will have to come down but not in the immediate future. Quotes will be looked for to do this job.
- b) Cllr. Wallace answered the query made by the Parish Clerk regarding the Village Sign as it appeared that the work had been done twice. In order to remove the Pheasant for it to be repainted the sign needed to be taken down, when it was sanded and revarnished and replaced, to be taken down again when the Pheasant was refurbished and again sanded and varnished. He said that the Pheasant which is made of wood is beginning to rot.
- c) The Pocket Park grass had been cut through him after asking the Chairman and Vice Chairman if it could be done as the paths needed to be delineated.. In fact CGM are contracted to do this at a cost of £21.00 a cut.
- d) The sand blasting of the village pump will cost £90.
- e) The Sports Pavilion will need to be surveyed next year, paid for by Sports Pavilion.
- f) The Chairman had asked him to look at the Causeway sign as it was split. This is a collectors piece and its renovation would likely be costly. The Council did not make a decision on this.
- g) He reported that the RoSPA inspection report of the Play area etc. was reasonably good with only minor things needing doing. However the goal posts used by the children were condemned. It was agreed that this needs taking down and removing immediately. Cllr. Ross Bain said he would check on the price of a new one.

11. Danger spots:

- a) The Chairman said he was liaising with Marcus Cornish, Chairman of West Wickham Parish Council and Highways Dept. Highways do not wish to put up a “Stop” sign as a further preventative measure. Discussions are still in progress.
- b) There have also been complaints about the speed of traffic along the Six Mile Bottom Road at Green End Cottages. Difficult to deal with as it is outside the village boundary.

12. Bus Review:

Cllr. Rowland and McCall attended a second meeting at Balsham about the bus services. Because of the interest shown at these meetings a survey is being carried out in all the villages affected by the lack of buses. The questionnaire will be collated by CCC, having been distributed by Parish Councils and returned through “drop off” points. The Survey will go into Challenge and it was suggested that the Post Office at Weston Colville is a drop off point. Cllr. Ross Bain will seek permission. He thought that when the Questionnaire had been collated the services will not be cut so drastically. The new bus timetables are up now.

13. Meetings attended by Councillors:

- a) Cllr. McCall had given a lecture regarding the Wind Farm.

14. Signage to War Memorial on Common: Cllr. Ross Bain told the Council that it was possible that there would be no money available to pay for these signs – “the goal posts seem to have moved”. He is looking into why this money is no longer available.

15. West Wratting Website: This was set up by Mr Altham, who has since moved from the village and the web site is out of date. Cllr. Rowland told Council that Mrs O’Donovan had tried to find someone to run it and she may possibly have found somebody. The cost of keeping the same domain will be £75.00 per annum. It was agreed that the website is kept and the payment made each year.

16. Wind Farm: A need to know how to respond to the press if they make an approach. Cllr. Heath said the best thing to say is “this is only my opinion but not necessarily the opinion of the Parish Council”.

18. Telephone Box: The Chairman spoke about the usefulness of having a defibrillator (AED) as it saves lives, however Cllr. Rowland felt it was inappropriate to have it in the telephone box for security reasons and she also felt there were not enough people living in the village to warrant such equipment. These are usually put in airports, shopping centres etc. Cllr. Wallace said that the British Heart Foundation had done a lot of research into their use and would possibly be prepared to help us. It was agreed that more information into resuscitation and its principles was needed.

18. Report by District Cllr. Barrett:

- a) Planning is being look at covering the next five years with regard to housing, infra-structure, transport and work places. A document on this will be released shortly with consultation procedure.
- b) There will be very little new development in small villages unless requested by them. The survey carried out by Cllr. Rowland is very useful.

19. Report by County Cllr. Batchelor: Absent due to another meeting.

20. Any other business:

Cllr. Heath told Council that Mark Addley has offered his services as Tree Warden. All were happy with this and the Chairman thanked Cllr. Heath for his work as Tree Warden.

The next meeting will be on Monday 9th September.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 10th September 2012 in the Village Hall at 8pm.

Those present were: Chairman Job, Cllrs. Gilmour, Heath, McCall, Ross-Bain, Rowland & Wallace. Dist.Cllr. Barrett & County Cllr. Batchelor, 5 parishioners and Parish Clerk.

1. **Apologies:** None
2. **Declaration of interest:** None
3. **Minutes** of the meeting held on Monday 2nd July were signed following an amendment to “date of next meeting”, being 10th September not the 9th. Also under Item 10g. It was agreed that up to £500 could be spent on a new goal and posts.
4. **Opportunity for Public Statement:**
 - a) Two parishioners, Mira Nichols and Wendy Gamble spoke about their concern regarding speeding lorries through the village, quoting several incidents of “near misses”. It was decided to discuss this as it was on the Agenda under item 10. There appeared to be two main issues: a. the speed of the lorries and b. which roads the lorries are using. Regarding speed, perhaps the 30mph could be reduced to 20mph through the village. Mr Hampton suggested a “raised table” which slowed traffic up, used on the continent, but of course this would be expensive. An example of this can be seen in Thriplow. It is clear that there should be some weight limits on roads e.g. Six Mile Bottom Road, Exhibition Farm and Skippers Farm, where the very large HGV lorries have to make several moves to get round the bends. A request for Wind Farm Community funding could be made to help with any changes made. To begin with letters need writing to Vestey, Coopers and Bartlow Estate and the Chairman said he would draft one. A speed survey should also be carried out preferably all day for a week to get a realistic picture. Cllr. Ross-Bain said he would check up the speeding and accident figures for the area and the cost of changing the speed limit. The Planning Dept. also need to be contacted about routes.
 - b) Colin McCall spoke about the footpaths which are all in good order with no major problems. There will be another cut at the end of September. After his piece in Challenge several potential volunteers have come forward, including Phil Johnstone, Claire Bain, Ben Wilcox and Peter Woodward.
 - c) Colin McCall said he would be attending the Community Funding meeting on 25th September and would keep the parish council informed of progress.
5. **Matters arising:** None
6. **Planning:** No new applications.

7. Correspondence:

- a) Letter received from Audit Commission regarding the appointment of Littlejohn LLP as external auditor for five years from 1 September 2012.
- b) Letter from Sports Pavilion Treasurer regarding a Cambridge Water Co. bill. This is being investigated as the Parish Council wrote to Cambridge Water Co. many months ago requesting that the meter to the Bowling Club be closed as it was no longer required.

8. Finance:

- a) The external audit had been carried out satisfactorily and the notice announcing this fact put on the Noticeboard.
- b) *Authorised payments:*
 - £350.00 WWVillage Hall Man.Ctte.for ongoing repairs (Chq.830 pd)
 - £331.17 Parish Clerk's salary (2 months). (chq. 831)
 - £ 22.50 D.Wallace (Mrs F Piers refurbishment of Pheasant on sign). (chq. 832)
 - £129.00 CGM cutting grass verges Inv.3163 (chq.833)
 - £143.00 D.Wallace for Nik's Gardening Services cutting Pocket Park (chq.834)
 - £ 72.00 Sapient.IT for re-setting up the website (chq.835)
 - £162.00 Moore Stephens – Fee for external audit (chq.836)
 - £546.00 Mark Harrod Ltd. – New goal & posts. (chq. 837 to D Wallace)
 - £ 10.00. STP Stationery – printing ink. (chq. 838)
- c) The Parish Clerk said she had transferred £2000 from the Business Account to the current account to cover the above cheques.

9. Maintenance:

- a) Cllr. Wallace said the new goal and posts had been erected on the recreation field. He had nothing further to report.
- b) Cllr. McCall said she had received complaints and photos concerning grass cutting. The Parish Clerk will email these photos with comments to CGM for their reaction.

10. Danger spots:

- a) Common Cross Roads: The Chairman is trying to arrange a meeting between Mr Cornish, Chairman of West Wickham P.C., himself and Highways to discuss the safety aspects. A "Stop" sign would be good.
- b) Six Mile Bottom - Is it possible to put signs "Slow Down Concealed Entrances" outside the cottages. Unfortunately they are outside the speed limit area. Maybe another case of Wind Farm money.

11. Bus Review: Cllr. Ross-Bain said the questionnaire needs to be returned by 16th September. So far 23 forms had been returned. After that date the answers will be assessed. There is a meeting on 11th October in Balsham Village Hall for parish councillors and an open meeting on 19th October.

12. Report on meetings attended by Councillors:

- a) Cllrs. Wallace & McCall had attended a Sports Pavilion meeting last week but there was nothing further to report. Their sinking fund is still far too low. The Chairman said they need a fund raising group and proper membership fees. A letter to their Treasurer regarding the signing by the Parish Council of an income

tax affidavit needed to be sent. There was also a query over the charging of £50 for use of their marquee for the village fete.

13. Code of Conduct forms: The Parish Clerk had four signed forms and requested the further three to be completed as soon as possible so they could be sent to the Monitoring Office of SCDC, following the adoption of the new Code of Conduct.

14. Signage to War Memorial on Common: No further progress.

15. Wind Farm Progress:

- a) In June RES held a seminar for their personnel and Cllr. McCall was invited to attend as one of the speakers. She outlined the experiences the parish has had with RES over the years.
- b) Cllr. Wallace wished to discuss the application form for requesting money from the Community Fund. Colin McCall said he and other Parish representatives were aware of various problems and he hoped these would be dealt with at the next meeting on 25th September.

16. Telephone Box: Cllr. Rowland raised the previous discussion from the last meeting where the possibility was raised by the Chairman of keeping an Automatic External Defibrillator (AED) in the unused Telephone Box. The Chairman said that it was generally agreed at the last meeting that if there were to be an AED it would be far better placed at the Village Hall. Cllr. Rowland had been in touch with the British Heart Foundation who advised that CPR training was their current priority. Mrs Addley, who is a First Responder, had also sent an email to Cllr. Rowland pointing out the various aspects of keeping defibrillators some of which the Chairman, having knowledge about the equipment having worked in the industry, did not agree with. He also indicated that the comments appeared to refer to a standard defibrillator, rather than an AED. It was decided to acquire more and detailed information before any decision was made. Cllr. Heath pointed out that the item under discussion was meant to be on the telephone box rather than the merits of an AED, which the Chairman agreed with, and the subject was returned to the Telephone box! The Parish Clerk was asked to find out if it could still be purchased for £1.00 by the village from BT.

17. Emergency Planning project: Cllr. Wallace read out a piece he intends to place in Challenge regarding this. The Parish Council agreed to it.

18. Report by District Cllr. Barrett:

- a) He spoke about the Planning Consultation sent to all Parishes and hoped everyone would be involved. There are meetings in all the villages and an exhibition on 12th September at Linton Village College.
- b) Tax relief on the payment of Council Tax is being looked at by SCDC and there will be a meeting to talk about this at Linton Village College on 12th September starting at 3pm-8pm, when the Planning exhibition will also be held.

19. Report by County Cllr. Batchelor:

- a) With regard to the Bus Review, he encouraged as many people as possible to complete the questionnaire before 16th September and also mentioned the meeting for Parish Councils on 11th October and the Open meeting on 19th October.

- b) He is trying to organise a Wind Farm Liaison Group meeting in October to discuss reports from the Funding Panel to explain what is being done with the money.
- c) A new post of Police Commissioner will be elected on 15th November to be selected from candidates from all parties. It is a significant position and likely to be held by a Conservative.

20. Any Other Business:

- a) Cllr. Rowland was thanked for completing a Health Strategy consultation which did not appear to have been sent out to the Parish Councils, which she felt was wrong.
- b) Having been asked by SCDC whether or not the village required sand bags, the council felt we should have some but wondered where they could be stored as they needed a dry place.
- c) With regard to a Housing Survey suggested by Mark Deas, who will be visiting the Parish Council at the January meeting. Council was in favour of a new housing survey being carried out and the Parish Clerk will notify Mark Deas of this.

Meeting closed at 10pm. The next meeting will be on Monday 12th November.

Chairman.....

WEST WRATTING PARISH COUNCIL

Minutes of the meeting held on Monday 12th November 2012 in the Village hall at 8pm.

Those present were: Chairman Job, Cllrs. McCall, Ross-Bain, Rowland & Wallace. Dist.Cllr. Barrett, County Cllr. Batchelor, Cllr.R. Hickford, 2 Parishioners & the Parish Clerk.

1. **Apologies:** Cllrs. Heath & Gilmour.
2. **Declaration of interest:** None
3. **Minutes** of the parish council meeting held on Monday 10th September were signed as correct, proposed by Cllr. Rowland, seconded by Cllr. McCall.
4. **Opportunity** for Public Statement: Mr Colin McCall (Footpath Officer) had nothing to report but mentioned that some of the footpaths across fields had not yet been re-instated due to the very wet conditions.
5. **Matters arising:** None
6. **Planning:**
 - a) S/2119/12/L – 5 Bull Lane. This had been looked at and approval of the application was agreed.
 - b) S/ 01538/06/CM Review of Gt. Wilbraham Quarry permissions. The Chairman said he would look at it, and if there were any queries to the permissions already given he would contact the council.
7. **Correspondence:**
 - a) Letter requesting 2nd half of annual rent from Sports Pavilion.
 - b) Letter to Cambridge County Council requesting payment for grass verge cutting.
 - c) *Peter & Ruth Lloyd Trust:* They are looking for a student who would benefit from a grant. Mr McCall believes he knows of someone who could apply. If the grant is not used this year the money will be rolled over to the next year.
 - d) Letter from Dr James Morrow who is concerned about the lack of a footpath between The Common and the village (up to The Chestnuts). This will be discussed under item 10 – Danger spots.
8. **Finance:**
 - a) Authorised payments:

£143.00 D.Wallace for Nik's Gardening cutting pocket park (Chq.834 cancd.),(chq.839) **paid.**

£124.00 Inland Revenue PAYE 2nd quarter (chq. 840) **paid.**

£330.70 Parish Clerk's salary (2 months). (chq. 841)

£258.00 CGM cutting grass verges Inv.3371, 3482 (chq.842)

£ 25.00 Royal British Legion (chq.843)

£ 10.00 West Wickham P.C. re STP Inv. SINV002034 – Repair of printer (chq. 844).

£129.00 CGM Invoice 3581 – final verge cut.
 - b) *Monies received:* £5015.50 2nd tranche of Precept.
 - c) Request for a donation to help with cost of the “Over 60's Christmas Party”. After discussing this request it was decided that unfortunately the Parish Council did not feel a contribution could be made. It was suggested that a donation box is put by the main door to help with the cost.

- d) The updated Accounts sheet had been distributed to the Councillors and all was in order.

9. Maintenance:

- a) Cllr. Wallace requested a contribution to cover half the cost of replacing the back door of the Village Hall, which was rotten and insecure. This work has been completed with extra work carried out on the side panels at a cost of approx. £400/500. Unable to apply for a grant as the work has been completed. Cllr. Rowland checked the budget figures and said there was only £50 left for Village Hall, but under general maintenance about £400 was left in the budget. Council agreed that a contribution of £450.00 should be paid. The Chairman asked Cllr. Wallace if he could draw up a list of possible work that might be necessary on the Village Hall over the next two years and as there were Community Chest award grants available at SCDC one should try and take advantage of them.
- b) Cllr. Wallace was taking advice from the Tree Officer at SCDC about the condition of the Ash trees.

10. Danger Spots:

- a) Common Cross Roads: Cllr. Ross-Bain reported on the meeting held between the Chairman of West Wickham, Chairman Job, himself and the Safety Officer from SCDC. There are various options such as rumble strips on all four roads, create a staggered junction (very expensive); a “Stop” sign which needs various legal requirements and certain criteria have to be met before being allowed. A possible joint venture with the 3 parishes involved to share the cost of rumble strips. Cllr. Ross-Bain will continue to chase Highways Dept.
- b) Cllr. McCall asked for a quote from Highways regarding a “Concealed entrance” sign at the Six Mile Bottom Cottages to try and slow the traffic down.
- c) Two further requests for footpaths had been made, one on Honey Hill from Viking Close to the junction by Mrs Angela Judd; and Dr James Morrow’s request for a path from the Common to the Chestnuts. With regard to the walk from The Chestnuts to the Common, Colin McCall suggested that the grass is kept short throughout the year so people can walk on it. The grass contractors could be asked to do this. The Parish Clerk was asked to respond to these two requests saying that the Council is looking into various options and the costs. Cllr. Ross-Bain will put in a request on the form for Minor Highways Improvements for 2012/13.
- d) A1307: Cllr. Roger Hickford who has been organising the meetings to discuss the A1307 safety factors said there was meeting on 27th November at 7.30pm at the Linton Village Hall to discuss priorities with Parish Councils. A further meeting on 10th December will be held where the local MP, County and District Cllrs. would discuss all the ideas. It was suggested that Mr Mike Hampton might be prepared to go to the 27th November meeting. The Chairman thanked Cllr. Hickford for attending.

11. Bus Review: Cllrs. McCall and Rowland had been house to house with the bus surveys. Current services are being maintained and the Transport Dept. are looking at the various options, unfortunately there is no further money to go into the pot to help but it is hoped that a Saturday service might be re-commenced.

12. Reports on meetings attended: Cllr. McCall will not be staying on the Village Hall Committee, having resigned as Chairman at the last Village Hall meeting. A representative from the Parish Council will have to be appointed to join Cllr. Wallace on the Village Hall Committee.

13. Code of Conduct: The Parish Clerk will send off the five completed forms to the Monitoring Office at SCDC. The Chairman and Vice Chairman declined to sign their forms.

14. Signage to War Memorial on Common: Cllr. Ross-Bain reported that due to the shortage of money at Transport these signs are unavailable. Cllr. Wallace asked how many signs were needed and what colour should they be as he would enquire on the cost of three from a signwriting company which he uses.

15. Wind Farm Progress: Colin McCall had full details of where the first tranche of community funding would be distributed, mainly smaller requests. The large requests did not receive anything, however they were referred on to other charities.

16. Telephone Box: Having heard from BT that the telephone box could still be purchased by the village for £1, the Parish Clerk was asked to ask for further details and clarification.

17. Emergency Planning Project: Cllr. Wallace, who had put a piece into Challenge about this project had had no response whatsoever. It was agreed he should raise it again in Challenge and to discuss at the next meeting.

18. Housing Survey: Cllr. Rowland had heard from Mark Deas who told her there had been a 25% response to the survey. He wishes to attend the next meeting and the Parish Clerk will give him details

19. Report by Dist.Cllr. Barrett:

1. There have been 11,500 responses to the Local Plan Consultation, which will come before SCDC in January.
2. Green wastage for recycling tonnage was down in the summer but is now picking up. Newspaper tonnage is down possibly because no so many papers are purchased. The blue caddies are also being damaged or lost.
3. Community funding is to be discussed by full council at the next meeting and therefore suggest that the Parish Council think about increasing their Precept.

20. Report by County Cllr. Batchelor:

- a) The election of the Police Commissioner is on Thursday 14th November.
- b) The public meeting to discuss the Bus services was unsatisfactory. Again there is no more money available and there is capping on what can be spent.

21. Any Other Business:

- a) The Parish Clerk had received a request from Carlton Parish Council to use the Questionnaire used by West Wrating. However it is West Wickham who put out a Questionnaire, West Wrating had an Open Day.
- b) Gritting Volunteers: Asked to mention it in Challenge.

Next meeting will be held on Monday 14th January.

Chairman.....