

**MINUTES of a General Meeting of Little Downham Parish Council held in the Village Hall,
Main Street, Little Downham, on Thursday, 18th July 2019 commencing at 7.00pm.**

Councillors present: MM Oldfield, in the chair, and JW Barker, AM Collins, GJ Hayter-Smith, DR Parson, GH Taylor (7.05pm), M Taylor, JL Waters and KO Winters. **Clerk:** Mrs J Wardle

Other attendees: None.

42/19 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE– Cllrs RA Maxey, RJ Taylor, Dist. Cllr A Bailey and County Cllr L Dupre.

43/19 TO RECEIVE DECLARATIONS OF INTEREST

1. **Cllr DR Parson** declared a pecuniary interest in item 48/19.1.7 (Application 19/00890/OUT) because it is his application (Declaration 012-2019).

44/19 TO ADJOURN FOR PUBLIC FORUM - No comments

45/19 COUNTY AND DISTRICT COUNCILLORS' REPORTS

1. A monthly report from County Cllr Lorna Dupre was distributed to members via email or as a hardcopy.

7.05pm Cllr GH Taylor Arrived

46/19 TO APPROVE MINUTES OF PREVIOUS MEETING

1. Cllr Winters objected to item 37/19.6 because it did not include his comments “the Council had agreed at a previous meeting not to submit an RPA BPS 2019 application”. The Clerk reminded Cllr Winters that she had reviewed previous minutes at the last meeting and there was no reference in past minutes that the Council had resolved not to submit a BPS 2019 application. **A recorded vote result to approve the minutes as correct was as follows: In favour (7) – Cllrs JW Barker, AM Collins, GJ Hayter-Smith, MM Oldfield, GH Taylor, M Taylor, JL Waters Against (1) KO Winters, Abstentions (1) – Cllr DR Parson.**

Resolved by a majority that the minutes of 20th June 2019 were correct and be signed by the Chairman.

47/19 CLERK'S REPORT OF MATTERS TO REPORT

1. **(Min.148/18.2) EDF Energy Direct Debit payments** – It was reported that the EDF direct debit of £269.94 was still outstanding and had not been debited to the Council's Account as expected. Following discussion with EDF, it was confirmed that the Council's balance was currently £84 following the continued monthly direct debits of £37 and the payment was now not required. EDF informed that electricity payments would be reassessed when the next bill is received in August.
2. **(Min.19/19.1) Cutting of Hay in Holts Meadow** – It was confirmed that payment of £100 had been received from Messrs D & J Butcher at the end of June and the hay was to be cut in early July. If they are able to obtain a second cut, they will pay the council a further £50 as per the hay cutting agreement.
3. **(Min.35/19.2) To receive Independent Internal Auditor's End of Year Report** – The Clerk sought advice from the SLCC regarding reference that the Council should not give donations from the precept to national charities....under LGA S.137. An SLCC advisor's response confirmed with the Clerk that donations could be given to charities that benefit the local area in accordance with S.137 (3).
4. **(Min.35/19.4) To approve workplace pension scheme re-enrolment date of 01/07/2019** – The Parish Council's re-declaration of compliance with The Pensions Regulator under the Pensions Act 2008 was completed on 11/07/2019.
5. **(Min.36/19.4) Clerk's Training** – The Clerk reported that she had attended the CAPALC Annual Conference at Hemingford Abbots on 28th June and found parts of the meeting interesting. She provided a report of the meeting for the Council.
6. **Welcome Book (Min.150/18.4)** – The Clerk reported that the Welcome Book had been updated and copies had been given to Debbie Adams-Payne for distribution to new parishioners.

7. **(Min.37/19.3) Annual Risk Assessment and Play Area Inspections carried out in June and July** – It was reported that the Annual Risk Assessment had been carried out by Tony Payne in June and the Annual Play Area Inspection was carried out by David Bracey on 03/07/19. The Clerk and handyman will go through matters highlighted and present the summaries to the Council at its next meeting.
8. **Little Downham Recreation Area Height Bar** – Truelink reported that the bar had dropped by about 12 inches on 15/07/2019. The handyman had managed to tighten it to lift it up a bit. Palmer & sons attended to it on 16/07/2019. They tightened it up and repositioned the keep to ensure that the bar fitted on the support posts in the open and closed positions. They confirmed that the pivot post was solid in the ground but there was a little give above ground. Local residents report of youths swinging on the horizontal bar.

48/19 **PLANNING MATTERS**

1. **Planning correspondence -**

- 1.1 **19/00519/FUL** 51 Cannon Street, Lt Downham – Construction of 4no. 3 bed houses and refurbish existing 3 bed property on site with associated external amenity spaces, landscaping, parking and access arrangements – **AMENDMENT** – submission of Great Crested Newt Survey, amended plan showing bin collection points and biodiversity mitigation measures and amended street elevation plan to show properties labelled

In addition – **FOR INFORMATION ONLY** - Arboricultural Impact Assessment

Resolved - Little Downham Parish Council had concerns regarding this application and amendments dated 19/06/2019 and 27/06/2019 and unanimously recommended outright refusal for the following reasons:

1. **Development of the site** – With the exception of the proposed refurbished dwelling on Cannon Street, the proposal would have a detrimental effect on neighbouring dwellings and result in a loss of privacy to nos. 49, 49A and 55 Cannon Street and nos. 5 and 7 White Horse Lane. The proposal would significantly harm the character and appearance of the area and be detrimental to the living conditions of residents adjacent and opposite the development site on Cannon Street and White Horse Lane. These impacts would result in a conflict with policies LP1 and LP2 of the East Cambs Local Plan 2015 and paragraphs 17 and 58 of the National Planning Policy Framework. In addition, the approved planning permission in 2017 for 27 dwellings at the east end of Cannon Street negates the need for five new dwellings in this rural location.

2. **Proposed dwelling on White Horse Lane** – It was noted that this is clearly included in the proposed plans for this development, despite a simultaneous separate application being submitted. The proposed dwelling would significantly harm the outlook from No. 5 and the living conditions of the occupant due to its size and proximity, which would have an overbearing appearance due to the steep incline of the Land. There is also no provision for on-site turning and parking is allocated in a single garage and one parking space outside. This is grossly inadequate for a three bedroomed dwelling. The Lane is a single track and considerably narrow. Vehicle movement is very restricted and additional vehicles from a new dwelling would have a detrimental effect on existing occupants. There is unsatisfactory parking provision for the proposed three bedroomed dwelling. Additional wheelie bins and bins bags would be left on Cannon Street, as the weekly refuse vehicles are unable to venture down the Lane.

3. **Parking issues** – There is insufficient proposed parking allocated per dwelling to cater for future potential residents and their visitors. Inevitably this would result in cars being parked on the access road and on Cannon Street, which is a busy thoroughfare used by large farm and haulage vehicles and is already subject to regular parking issues. It is recommended that each dwelling should have at least the number of parking spaces per the number of bedrooms, as well as additional parking areas for visitors. Quite often, for example, a three bedroomed property could have four adults living there, who would each own a vehicle. Therefore, two parking spaces allocated per dwelling is an inadequate provision.

4. **Great Crested Newt and Reptile Impact Assessment: Proposed Development of Four New Dwellings to Rear of 51 Cannon Street, Lt Downham dated June 2019** - The Council was pleased to read that there were positive results and three GCN were recorded, despite the devastating loss of the Orchard vegetation.

5. **Loss of natural habitat** – The removal of the Orchard trees and shrubs (approximately 1.5 ha) in the development site two years ago has had a devastating impact on the local wildlife of the area, which is sited a few hundred yards north west of Little Downham Local Nature Reserve and a local habitat to protected species such as the Great Crested Newts and Bats. The wilful use of chemicals sprayed on the site on at least four occasions in the

past year and grass cutting has had a detrimental effect on the remaining vegetation and local wildlife, in particular, the GCN. Local residents have reported overspray that has caused adjacent plants to suffer and die.

It is questioned whether the application, and subsequent actions of the applicant, conforms to Policy ENV7 of the Local Plan (2015) in respect of the protection of biodiversity and guidance contained within The National Planning Policy Framework (2012) in respect of undertaking of Appropriate Assessments of Habitats Directive Species?

6. Surface Water Flooding – Due to the loss of the Orchard trees and vegetation on the development site, concerns were expressed regarding flooding issues that would exacerbate the issues for residents on White Horse Lane.

7. Outside the development envelope – Although this is not a reason for refusal on its own, it is observed that the four proposed dwellings are outside of the development envelope and approval of this application could set a precedent for further backland applications into the open countryside.

8. Change of land use – It has come to the Parish Council's attention that there has been no application for the change of use of land from arable to residential. In effect, any spraying of the land should be recorded in order to comply with legislation. Is there any record of this being done?

9. Arboricultural Impact Assessment and Method Statement dated June 2019 – The report states that the site was inspected on 28/03/2017 and all arboricultural data contained in the report was recorded at that time. It is understood that the applicant removed the orchard trees and shrubs later in 2017. It is believed that the report submitted with this application is not correct because the trees referred to in the report have since been cut down and removed.

Additional comments

10. The Parish Council considered its comments following direct representations from local residents expressing objections.

- 1.2 19/00544/FUL** Site south of 7 White Horse Lane, Lt Downham - Construction of 1no. 3 bed house with associated external amenity spaces, landscaping, parking and access arrangements – AMENDMENT – submission of Great Crested Newt Survey and amended plan showing bin collection points and biodiversity mitigation measures

In addition – FOR INFORMATION ONLY - Arboricultural Impact Assessment

Resolved - Little Downham Parish Council had concerns regarding this application and amendments dated 19/06/2019 and 27/06/2019 and unanimously recommended outright refusal for the following reasons:

1. Development of the site – The proposed dwelling would significantly harm the outlook from No. 5 and the living conditions of the occupant due to its size and proximity, which would have an overbearing appearance due to the steep incline of the Lane. The Lane is a single track and considerably narrow. Vehicle movement is very restricted and additional vehicles from a new dwelling would have a detrimental effect on existing occupants. There is no provision for on-site turning. Additional wheelie bins and bins bags would have to be left on Cannon Street, as the weekly refuse vehicles are unable to venture down the Lane.

2. Parking issues – There is grossly inadequate proposed parking provision for this three bedroomed dwelling. Garages are rarely used for parking a car, therefore only one parking space is available. As cars are unable to park in the lane, inevitably they would have to be parked on Cannon Street, which is a busy thoroughfare used by large farm and haulage vehicles and already subject to regular parking issues. For a three bedroomed property, there is the potential for four adults to live there and each own a vehicle.

3. Great Crested Newt and Reptile Impact Assessment: Proposed Development of Single Dwelling to South of White Horse Lane, Lt Downham dated June 2019 - The Council was pleased to read that there were positive results and three GCN were recorded, despite the devastating loss of the Orchard vegetation.

4. Loss of natural habitat – The loss of the trees and shrubs in the Orchard has had a devastating impact on the local wildlife of the area, which is sited a few hundred yards north west of Little Downham Local Nature Reserve and a local habitat to protected species such as the Great Crested Newts and Bats. The Parish Council was concerned to be informed of the wilful use of chemicals being sprayed on the development site on at least four occasions and the detrimental effect it would have on any remaining vegetation and local wildlife, in particular, the Great Crested Newts of which an Amphibian Survey was due to be carried out in the Spring of 2019. It is understood that overspray has caused adjacent plants to suffer and die.

It is questioned whether the application, and subsequent actions of the applicant, conforms to Policy ENV7 of the Local Plan (2015) in respect of the protection of biodiversity and guidance contained within The National Planning Policy Framework (2012) in respect of

undertaking of Appropriate Assessments of Habitats Directive Species?

5. Surface Water Flooding – Due to the loss of the Orchard trees and vegetation from the development site, concerns were expressed regarding existing flooding issues that would be exacerbated southwards from the development of this site to No. 5 White Horse Lane.

6. Outside the development envelope – Although this is not a reason for refusal on its own, the proposed dwelling on White Horse Lane is outside of the development envelope. With the development of 27 dwellings beginning at the east end of Cannon Street, it negates the need for a new dwelling in this narrow rural location.

7. Change of land use – It has come to the Parish Council's attention that there has been no application for the change of use of land from arable to residential. In effect, any spraying of the land should be recorded in order to comply with legislation. Is there any record of this being done?

8. Amendment dated 19/06/2019 – Arboricultural Impact Assessment and Method Statement dated June 2019 – The report states that the site was inspected on 28/03/2017 and all arboricultural data contained in the report was recorded at that time. It is understood that the applicant removed the orchard trees and shrubs later in 2017. It is believed that the report submitted with this application is not correct because the trees referred to in the report have since been cut down and removed.

Additional comments

9. The Parish Council considered its comments following direct representations from local residents expressing objections.

- 1.3 19/00785/FUL** Agricultural building, Pymoor Lane, Pymoor – Demolition of existing agricultural building, erection of a two bed dwelling and temporary siting of mobile home (Part retrospective)
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.4 19/00800/FUL** Yard south of Mill Hill, Mill Hill, Lt Downham – Proposed new bungalow – details including car parking, access, landscaping, drainage and biodiversity POTENTIAL DEPARTURE
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.5 19/00812/FUL** 15 Second Drove, Lt Downham – Extension to existing property – revised resubmission of previously refused 18/01496/FUL
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.6 19/00880/FUL** Half Acre, 3A Straight Furlong, Pymoor – Single storey rear extension & internal alterations
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.7 19/00890/OUT** Land southwest of 1 Straight Furlong, Pymoor – Outline permission for 3no. detached two storey dwellings
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.8 19/00906/FUL** Site adjacent to 10 Pymoor Lane, Pymoor – Construction of two-storey detached house
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.9 19/00915/FUL** 3 Acred Close, Lt Downham – Proposed two storey rear extension
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.10 19/00948/FUL** 24 Straight Furlong, Pymoor – Single storey rear extension and creation of a first floor and new access
Resolved - Little Downham Parish Council had no concerns regarding this application.
- 1.11 19/00968/FUL** 70 Cannon Street, Lt Downham – Construction of child's timber climbing frame, swing and slide with raised platform / fort
Resolved - Little Downham Parish Council had no concerns regarding this application.

For information only:

- 1.12** ECDC - Applications approved: 18/01770/ARN, 19/00321/FUL, 19/00538/FUL, 19/00685/FUL, 19/00698/FUL
- 1.13** ECDC - Applications refused: 19/00532/FUL
- 1.14** ECDC - Applications withdrawn: 19/00380/FUL
- 1.15** ECDC – Appeal Decision: Land adjacent 21 Cannon St, Lt Downham - dismissed

49/19 **FINANCE**

1. **Monthly Internal Audit** – The check of payments, invoices, statements and bank reconciliation was carried out by Cllrs JW Barker and MM Oldfield. There were no matters of concern.
2. **To review Wildlife Trust membership options** – The Wildlife Trust no longer allowed group memberships and suggested that an individual become a member to receive the quarterly magazines etc. The Council deferred the matter to the Conservation Group, who could decide on an individual member.
3. **To approve bills and other items for payment** – It was proposed by Cllr JW Barker and seconded by Cllr MM Oldfield.

Resolved unanimously to formally approve BACS payments 878 – 889 and direct debits for the total sum of £9,626.15 as listed below, which included the cancelled EDF Energy direct debit of £269.94 outstanding from 2018-19 accounts (Min.148/18.3 & 47/19.8):

Online payments:

Wilko (cc)	Pavilion maintenance / repairs	11.00	[1]
Travis Perkins (cc)	Handyman PPE	6.77	[1]
Wilko (cc)	Stationery	7.50	[2]
Wilko (cc)	Pavilion cleaning materials	3.40	[1]
Brandsonline (cc)	Anti-bird deterrent	6.49	[1]
Nisbets (cc)	Pavilion provisions	16.20	[1]
Nisbets (cc)	Pavilion provisions	20.97	[1]
Little Downham Village Hall	Council meeting	22.50	[2]
Little Downham Village Hall	B/Café meetings & sessions	270.00	[1]
Little Downham Village Hall	Conservation group meeting	18.00	[3]
Little Downham Village Hall	PAT testing	23.00	[1]
Truelink Ltd	Grass cutting	983.40	[3]
CAPALC	Clerk training	50.00	[2]
D Bracey Play Safety Insp.	Play Area Inspections	132.00	[1]
Stephen Tuck	Pavilion fascia & soffit	3730.00	[1]
July staff salary payments and expenses		2479.52	[4&5]
July pension payments		1311.21	[6]
HM Revenue & Customs	PAYE & NI contributions	767.13	[4]

Direct Debits

EDF Energy - cancelled	LD Rec Utilities	-269.94	[1]
EDF Energy	LD Rec Utilities	37.00	[1]

Powers:

1. Local Government (Miscellaneous Provisions) Act 1976 s. 19
2. Local Government Act 1972 s. 111
3. Open Spaces Act 1906 ss. 9 & 10
4. Local Government Act 1972 s. 112
5. Local Government Act 1972 s. 151
6. Local Government Pension Scheme Regs 1997 4 (5) Statutory Instrument 1997/1612 (as amended)

- 3.1 **Email from Village Hall Treasurer re increased hourly meeting room rent** - Due to increased heating costs, the Committee had decided to make all hire charges for the hall at winter rates. With effect from June invoices, charges will be £9 an hour all year round. The Committee considered it fairer and simpler than increasing the winter rates.

50/19 **COUNCIL MATTERS**

1. **LGPS – Seeking the Council’s view on disbanding the Resolution Bodies Pool within the Cambridgeshire Pension Fund** – The Chairman expressed concerns that LGPS was expecting the Council to make a recommendation on disbanding the Resolutions Pool, or not, without knowing what the financial implications would be to the Council. In basic terms, this was considered contrary to the Council’s Financial Regulations. It was agreed for the Chairman to respond to LGPS with her concerns by the 31st July deadline and request further information.
2. **ECDC – Littleport & Downham IDB Vacancy for Parish Council Nominated Representative** – It was proposed that Cllr M Taylor be nominated because he was a previous member of the IDB with extensive knowledge of the area. **Resolved unanimously that Cllr Mark Taylor be nominated as the Parish Council Representative on the Littleport & Downham IDB.**

3. **Councillor and Clerk Training (Min 36/19.4)** – CAPALC's new councillor training was being held on 17/08/2019. The Clerk was waiting for a response from Local Council Public Advisory Service (LCPAS), who said they would be in contact 13/07/2019. The Clerk informed that Cllr Maxey had requested to attend the CAPALC Budgeting and Finance Control Course on 12th September costing £40. The Council had no objections to Cllr Maxey attending the Course. The Clerk confirmed that she had booked a place at the SLCC Regional meeting in Colchester on 4th September.

51/19 **PARISH COUNCIL LAND AND ASSETS**

1. **Lt Downham Pavilion – update (Min.166/18.1 & 37/19.1)** – The plumber had replaced one of the push buttons in the showers and all showers were now working. Coat hooks and fascia and soffit had been fitted and completed by Stephen Tuck 12/07/19. Members were invited to view his work and inform the Clerk if they had any concerns.
2. **Parish Magazine – request potential use of lower Townsend and Pond Lane Greens for Scarecrow Festival** – Cllr Waters said she would enquire with the Feoffees Academy regarding the Parish Magazine's request to hold a Scarecrow display on its front grass area in late August. **Resolved unanimously to agree in principle that a Scarecrow Display could be held on Parish Council land at lower Townsend and/or Pond Lane Greens, if the Feoffees Academy did not grant permission to the Parish Magazine.**
3. **WCFC request use of three football pitches during 2019/20 season (Min.37/19.4)** – WCFC Chairman expressed thanks for allowing continued use of three pitches for their seven teams during the 2019/20 season and agreed that paying per match was probably a more realistic way of charging. He objected to the increased fees and proposed a charge of £10 per game for all age groups; suggesting that the fees could be paid in three instalments (£300 Sept, £300 Dec & £100 Mar). The Council disagreed with the proposed £10 per game, but agreed to reconsider its fees on this occasion. The Clerk was instructed to include in her reply that the new fees were fair and in line with other venues, such as Littleport, Haddenham, Stretham and Sutton. **Resolved unanimously to offer reduced rates as follows if all seven teams play at Lt Downham: £30 per match for Over 15s and Adults, £15 per match for Under 15s and below, friendly matches to be charged at the same rates, and no charge for training sessions.**

52/19 **PARISH MATTERS**

1. **MAGPAS – donation request** – The Council agreed that the services of MAGPAS was of lifesaving in the event of accidents and therefore a benefit to the parish being a rural community. MAGPAS had attended accidents in the past and it had no doubt there would be occasions when its services would be required in the future. **Resolved unanimously to approve a donation of £300 to MAPGAS under S.137(3), Local Government Act 1972.**
2. **Witchford Parish Council - Neighbourhood Plan consultation** – The Council felt that the document was comprehensive and done well. It appreciated being invited to comment and had no comments to make.
3. **CAPCA – Local Transport Plan for Cambridgeshire and Peterborough consultation** – The Council had no comments to make.
4. **Ouse Washes / SLBB Plans – to consider questions to put to Environment Agency (EA)** – Cllrs D Parson, M Taylor, R Taylor and KO Winters attended the public drop-in event at Earith on 25/06/19 along with County Cllr Dupre. They felt that the EA had not answered some of their concerns and further questions needed answering. Cllr M Taylor produced 6 questions for consideration that needed wording precisely. Following a discussion, it was agreed to form a working group to produce the revised list of questions for the next meeting. **Resolved unanimously to form a working group consisting of Cllrs JW Barker, AM Collins, DR Parson, M Taylor, RJ Taylor, JL Waters and KO Winters, who would revise the list of questions for the next meeting, in order for the Council to approve and subsequently send to the Environment Agency.**

9.20pm Cllr DR Parson gave apologies and left the meeting.

53/19 HIGHWAYS

1. Replies re matters reported from previous meetings:

- 1.1 Lawn Lane, Lt Downham (Min.38/19.2.2)** – The Highways officer was aware of the situation and, although the residents had been allowed to keep them on the premise that he did not leave them in the gutter, this had obviously not been his practice. She had since instructed her employee to remove the ramps as soon as possible.
- 1.2 Hurst Lane, Lt Downham** – Since the last meeting, concern regarding numerous potholes had been reported to the Clerk. The Highways officer had visited and marked over 60 various size potholes. She had arranged for the Dragon Patcher machine to blitz them all in the next three weeks.

2. To report current matters of concern – no matters to report.

- 3. LHI Bid 2020-2021** – It was agreed to apply for 4no. Mobile Vehicle Activated Speed Signs (MVAS) to replace the old static interactive speed signs on Ely Road, Lawn Lane and Main Street in Little Downham. It was proposed that the four MVAS signs would be located periodically on the same roads but also on Cannon Street and Church Way, in order to highlight drivers of their speed and to reduce the speeding issues in those areas. The proposal would support the Community Speed Watch Group and was felt needed following local and social media comments from parishioners.

Resolved to submit a CCC LHI Bid for 2020/21 for 4no. Mobile Vehicle Activated Speed Signs (MVAS) to replace the old static interactive speed signs on Ely Road, Lawn Lane and Main Street in Little Downham and to approve a 20% contribution from the Council.

- 4. Parish Council Streetlights (Min.17/19.3)** – CCC Streetlights informed that UK Power Networks owned and maintained the electricity cables in our area and manage supply. The Parish Council was required to choose an energy provider for the six parish lights, to confirm the inventory list (one light each in Little Street, Marshalls Lane and Pond Lane, and three lights in School Lane) and forward all details to UK Power Network, who would arrange for the Parish Council to take over responsibility for the parish owned lighting energy supply. The Clerk will obtain quotes. The Clerk reported that the parish street light maintenance contract with Balfour Beatty had also expired, so maintenance quotes would be obtained too.

54/19 EXCLUSION OF PUBLIC AND PRESS

9.28pm **It is hereby resolved in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 55/19 is advisable in the public interest that the public and press be temporarily excluded from this meeting and are herewith instructed to withdraw.**

55/19 PARISH COUNCIL LAND AND ASSETS

- 1. New cemetery land (Min.40/19.1)** – The Clerk was waiting for a response to the land enquiry.

56/19 REQUEST OF ITEMS FOR FUTURE CONSIDERATION - None

There being no further business, the meeting was closed at 9.30 pm.

Signed (Chairman) Date