

## ILLOGAN PARISH COUNCIL

Minutes of the Planning & Environmental Services Committee held on Wednesday 2<sup>nd</sup> November 2016 at 7pm in Penwartha Hall, Voguebeloth, Illogan

**PRESENT:** Cllr Ford (Vice Chairman), Crabtree, Ekinsmyth (not a member of this Committee), Mrs Ferrett, Pavey, Szoka (until point mentioned), Mrs Thompson and Uren.

**IN ATTENDANCE:** Ms S Willsher, Clerk; three members of the public (from and until points mentioned; Cornwall Councillor Moyle; Cornwall Councillor Mrs Duffin; Mrs Stinson, Cornwall Council Assistant Head of Planning and Enterprise; Ms Caldwell, Cornwall Council Community Link Officer; Mr Willcocks, Cornwall Council's Project Manager

The Chairman explained the safety procedures.

### **PM16/11/1 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies were received from Cllr Mrs Roberts and Williams.

Absent: there were no members absent.

### **PM16/11/2 MEMBERS TO DECLARE DISCLOSABLE PECUNIARY INTERESTS AND NON-REGISTERABLE INTERESTS (INCLUDING DETAILS THEREOF) IN RESPECT OF ANY ITEMS ON THE AGENDA AND ANY GIFTS OR HOSPITALITY WORTH £25 OR OVER**

There were no interests declared.

### **PM16/11/3 TO CONSIDER APPLICATIONS FROM MEMBERS FOR DISPENSATIONS**

There were no applications for dispensations

### **PM16/11/4 TO DISCUSS WITH CORNWALL COUNCIL AND THEIR PROJECT MANAGER THIS COUNCIL'S COMMENTS REGARDING PLANNING APPLICATION PA16/08453 – PILOT HOUSING SCHEME, CORNWALL COUNCIL, LAND AT TOLVADDON ENERGY PARK, TOLVADDON – HYBRID APPLICATION FOR 28 NEW BUILD RESIDENTIAL UNITS AND ALLOTMENTS (DETAILED) AND 3 SELF BUILD PLOTS (OUTLINE WITH SOME MATTERS RESERVED – APPEARANCE, LANDSCAPING AND LAYOUT RESERVED) AND AGREE ANY FUTURE ACTIONS**

Cornwall Council Officers and Project Manager gave a presentation to members. They explained that the site of Tolvaddon was one of the pilot sites for Cornwall Council's building project.

There were a high proportion of privately rented dwellings in Cornwall. About 50% of privately rented dwellings were of poor quality and cost a lot of money to heat which put people into poverty situations. Cornwall Council had tried to regulate privately rented dwellings. Cornwall Council were building dwellings to compete with the market and set the standard for rented accommodation.

Cornwall Councils ambition was to deliver over 1,000 new homes by 2021/22. The homes would be in a range of sizes and tenures. At the

public consultation events, members of the public had raised concerns regarding security of tenure; Cornwall Council were offering 5 year tenancies or until the children living in the accommodation had completed their schooling.

Cllrs Mrs Duffin and Ekinsmyth left the meeting at 7.09pm.

A lot of effort had been put into getting the thermal efficiency of the housing right to reduce the on-costs to the residents in heating costs.

Cllrs Mrs Duffin and Ekinsmyth re-entered the meeting at 7.10pm.

The dwellings would be timber frame construction and would be nearly twice as thick as the majority of frames to allow for a lot more insulation; this would provide the principal energy saving.

It was hoped that there would be a factory in Cornwall who would produce the timber frames and could potentially run an apprentice scheme.

In response to a question it was confirmed that there would be two parking spaces per dwelling with on-road parking available for visitors.

There was concern that there was no provision included for any rear access to the dwelling, a shed, garage or workshop. The Council were encouraging people to cycle to work and had yet not provided any appropriate storage for a bike. Cornwall Council Officers said that there was space for a shed in the gardens of the properties.

The dwellings met the Minimum National Space Standards; this included cupboard space.

A member of the public felt that the Council should have installed solar panels to the dwellings to help reduce electricity costs for residents.

Cllr Szoka said that he had heard that some modern/new build dwellings got too hot. Cornwall Council responded that modern insulation regulated the cold as well as the heat and that windows should be kept closed to allow the insulation to work properly.

The design of the dwellings was as low tech as possible to prevent things going wrong and to reduce the cost of any repairs. The properties would be flexible and adaptable. The house could grow as a family grew e.g. it could start as a two bedroom dwelling, they could then be easily altered to include three bedrooms and the roof structure would allow for an additional room in the roof if it was required.

The dwellings would be let to people with a local connection where possible.

Highways had been consulted; they had looked at their statistics and the road design and felt that there was capacity for additional vehicles. Members were concerned that the reality of what was on the ground differed from the paper exercise completed. The roundabout leading to the entrance to the proposed development was narrow and currently used by large trucks. There was also a plan for further units to be included in the area with DCH proposing an office which would accommodate 200 staff.

Members enquired what would be happening with the bollard at the end of the road. Mrs Stinson was unsure but agreed that she would find out and report back to the Council. Cornwall Council had spoken to the DCH who had said that although they had 200 staff on their books the staff were mobile and would not all be in the same place at the same time. There had been pedestrian routes included by Cornwall Council in their scheme which avoided the main road.

Members requested that any lighting on the site was downward facing.

1 member of the public entered the meeting at 7.36pm.

The dwellings would have stone on key elevations, painted render on the ground floor and fibre cement shiplap on the 1<sup>st</sup> storey. The architect had used a dark colour for the shiplap as the site was in a rural location and he felt that the dark colour would make the dwellings blend in with the environment and make them look like a barn. The roof would be slate and the windows would be traditional.

It was agreed that colour samples of the fibre cement shiplap would be obtained and they would be viewed with Illogan Parish Council on site. The colours would be agreed with Illogan Parish Council. A link to the website with all of the colours available would be forwarded to the Clerk. It was suggested that there was an agreed range of colours used on the site. It was also suggested that the people that will be living in the units could have a choice of colour within the agreed selection.

Cllr Pavey said that he was happier with the layout of the site if the colours of the fibre cement shiplap were right.

The mix of open market sale, open market rent, affordable rented and affordable sale units was explained. Cornwall Council were purchasing the site at market value and had to make it work with no grant to assist. They had set the level of affordable units as high as possible with the site remaining a viable prospect.

Cornwall Council could not put a Section 106 agreement as they could not enter into a legal agreement with itself as it could not then enforce the agreement. Mrs Stinson was working with the legal team to work out how to resolve this issue; possibly with a Grampian in Lieu condition.

Options for the use of the 'allotment' area would be reconsidered and looked into. If the area was not wanted for community use it could be used to extend the gardens of the self build plots.

Cornwall Council hoped to start work on site in March 2017. They would initially build five units then obtain feedback and continue from there.

Cllr Ford thanked Cornwall Councillor Moyle, Cornwall Councillor Mrs Duffin, Mrs Stinson, Ms Caldwell, Mr Willcocks for attending the meeting and speaking to the Council.

Cornwall Councillor Mrs Duffin, Mrs Stinson, Ms Caldwell, Mr Willcocks left the meeting at 7.57pm.

**PM16/11/5**

**PUBLIC PARTICIPATION ON ITEMS ON THE AGENDA (MAXIMUM OF 10 MINUTES – EVERY SPEAKER HAS A LIMIT OF 3 MINUTES UNDER THE COUNCIL’S STANDING ORDERS)**

A member of the public made the following comments about planning PA16/08453 - Pilot Housing Scheme, Cornwall Council, Land at Tolvaddon Energy Park, Tolvaddon - Hybrid application for 38 new build residential units and allotments (detailed) and 3 self-build plots (outline with some matters reserved – appearance, landscaping and layout reserved):

- They felt that Cornwall Council had a golden opportunity to set the standard for community led planning;
- They were concerned with the commercial aspect of Cornwall Councils plans;
- They felt that Illogan Parish Council should circulate the comments they made at the last meeting to Cornwall Councils head of planning and heads of committees etc;
- This was the first project that Cornwall Council were doing and they were injecting funds into local housing; and
- They were concerned that Cornwall Council were maximizing their profits.

A member of the public made the following comments regarding speeding traffic in Park Bottom:

- Having attended the Cornwall Council planning committee meeting they were concerned that the Highways Department were waiting for someone to be seriously injured or worse before they admitted that there was a problem with speeding vehicles in the area;
- There are blind bends leading into the village which traffic hurtles around;
- The 30mph speed limit needed to be extended;
- White lines needed to be painted to ensure the correct decision of traffic;
- There needed to be signs erected to highlight that there were concealed entrances to properties as you come into the village;
- There were no footways at the entrance to the village which forced people to walk in the road;
- That the installation of a flashing speed sign should be considered; and
- Something needed to be done before someone was hurt or worse.

Cllr Moyle and two members of the public left the meeting at 8.10pm.

**PM16/11/6**

**TO RECEIVE THE CORNWALL COUNCIL CONSULTATION ON THE CORNWALL SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT, AGREE A RESPONSE AND ANY FUTURE ACTIONS**

It was proposed by Cllr Ford, seconded by Cllr Pavey and

**PM16/11/6.2**

**RESOLVED**

**that the detailed response to the Cornwall Site Allocations Development Plan Document is delegated to two Councillors and the Clerk.**

On a vote being taken on the matter there were 6 votes FOR and 0 votes AGAINST

Cllr Szoka left the meeting at 8.12pm.

It was proposed by Cllr Mrs Ferret, seconded by Cllr Crabtree and

**PM16/11/6.3 RESOLVED that Cllrs Roberts or Cllr Pavey if she was unavailable and Cllr Mrs Thompson would meet with the Clerk to formulate the Councils response to the Cornwall Site Allocations Development Plan Document. That members would forward any comments they had on the consultation to the Clerk.**

On a vote being taken the matter was approved unanimously.

**PM16/11/7 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 5<sup>TH</sup> AND 19<sup>TH</sup> OCTOBER 2016 AND THE CHAIRMAN TO SIGN THEM**

It was proposed by Cllr Ford, seconded by Cllr Pavey and

**PM16/11/7.2 RESOLVED to receive and approve the Minutes of the Meeting of this Committee held on the 5<sup>th</sup> October 2016 and the Chairman to sign them.**

On a vote being taken on the matter there were 5 votes FOR and 0 votes AGAINST

It was proposed by Cllr Crabtree, seconded by Cllr Mrs Ferrett and

**PM16/11/7.3 RESOLVED to receive and approve the Minutes of the Meeting of this Committee held on the 19<sup>th</sup> October 2016 and the Chairman to sign them.**

On a vote being taken on the matter there were 5 votes FOR and 0 votes AGAINST

**PM16/11/8 MATTERS ARISING FROM THE MINUTES AND A REPORT ON PROGRESS OF ACTIONS, FOR INFORMATION ONLY**

Page 501 – Minute PM16/10/14.3 – Cornwall Council had sent the following response to the planning enforcement complaint regarding Sigma.:

*'Thank you for contacting Cornwall Council's Planning Enforcement Team.*

*Having checked our enforcement records, I note that the matters you have raised have already been brought to the Enforcement Team's attention and have recently been investigated under reference EN16/01565.*

*The Case Officer, Mr Neil Butler has carried out a site visit and following his investigations has closed his file as not expedient to pursue. His reasons are as follows:*

*"I have inspected and taken measurements at the above site on 6 September 2016 and have found that the ridge height of the property is in accordance with the original plans.*

*With regards to the other points raised, we have found that there exist some deviations from the original plans for the site and I will address these in turn.*

*As roof windows only, the additional skylights which face onto Dreysen Close would not overlook the bungalows there in day to day use and we do not feel that the privacy of the residents of the area is unduly affected.*

*The roof tiles, although different from the original terracotta, are aesthetically appealing and I would suggest that they actually help the new building to blend more into the background.*

*The cladding is indeed vertical, and while the plans specify a horizontal orientation, it is felt that the only impact of this is a possible perceived increase in the height of the property, rather than an actual increase in height. As mentioned above, height measurements indicate that the building is within the scope of the original permission.*

*Although the skylights, roof tiles and cladding changes are technically minor breaches in Planning Permission it is not felt that they constitute any harm to the amenity of the surrounding area and are thus not expedient for the Council to pursue.*

*In view of this, I propose to close my file."*

*I trust this information is of assistance and clarifies the position.'*

**PM16/11/9**

### **TO NOTE PLANNING DECISIONS RECEIVED FROM CORNWALL COUNCIL**

- PA16/07226 - Mrs Vivienne Joseph, Henlow Halgoss Tehidy Camborne Cornwall - Crown Reduction- APPROVED
- PA16/07324 - Mr And Mrs M Kessell - Tressingham Meadow Rosewarne Downs Camborne Cornwall TR14 0BD - Application for a non-material amendment in respect of decision notice PA16/00437 (The proposed works involve the conversion of an existing integral domestic garage into a study and storeroom) - Amendment sought - roof tiles and window – APPROVED
- PA16/07786 - Mr And Mrs Abraham - Magor Downs Cottage Magor Hill Magor Downs Camborne Cornwall - Resubmission of PA15/01836 - Proposed replacement of hip roof with gable roof, removal of chimneys, construction of dormer and balconies. Installation of wood burners and velux roof windows – APPROVED
- PA16/08155 - Mr & Mrs Alan Allison, 4 Roscarrack Illogan TR15 3XE - Proposed Single Storey Extension - APPROVED
- PA16/02244 - Mr C Mitchell, Land Rear Of Central Stores Park Road Park Bottom Cornwall TR15 3XU - Construction of Four Sustainable Dwelling Houses (3 Affordable and 1 Open Market Housing) - REFUSED
- PA16/05877 - Mr Leonard Body - Demelza Park Bottom Illogan TR15 3UF - Retention of side extension and pitched roof to car port - APPROVED

- PA16/08279 - Mr And Mrs K C Stevenson - Trevenson Moor Garden Centre Trevenson Moor Pool Redruth Cornwall - Application for the removal of Section 106 - S52/S106 AND DISCHARGE OF CONDITION APPS

**PM16/11/10 TO NOTE PLANNING ENFORCEMENT CASES RECEIVED FROM CORNWALL COUNCIL**

There were no planning enforcement complaints received from Cornwall Council.

**PM16/11/11 TO REVIEW THE 2016/17 BUDGETS THAT THIS COMMITTEE IS RESPONSIBLE FOR AND MAKE RECOMMENDATIONS TO THE FINANCE AND RESOURCES COMMITTEE FOR THE BUDGETS FOR THE 2017/18 FISCAL YEAR**

It was proposed by Cllr Pavey, seconded by Cllr Mrs Thomson and

- PM16/11/11.2 RESOLVED that the 2016/17 and 2017/18 budgets are noted and that the 2017/18 budget figures are deferred until after the tender documents for the Litter Picking and General Maintenance contract have been considered.**

On a vote being taken the matter was approved unanimously.

**PM16/11/12 TO RECEIVE THE POST OFFICE CONSULTATION ON THE PROPOSED MOVE OF THE PAYNTERS LANE END POST OFFICE TO THE FAMILY SHOPPER AS PART OF THE MAJOR PROGRAMME OF MODERNISATION TAKING PLACE ACROSS THE POST OFFICE NETWORK AGREE A RESPONSE AND ANY FUTURE ACTIONS**

It was proposed by Cllr Ford, seconded by Cllr Mrs Thompson and

- PM16/11/12.2 RESOLVED that the following response would be sent in to the Post Office Consultation:**

**Illogan Parish Council accepts that the present Postmistress agrees to the relocation of the Post Office to the Family Shopper in Paynters Lane. However there is some concern over the style of the new facility such as where the transactions are carried out from the retail counter from a privacy as well as a security prospective.**

**A Parish Councillor is an ex Subpostmaster and has advised us that this format has been rolled out in parts of the country for at least the last 17 years. However, recently there have been reports of higher than average cash losses when the member of staff has had to carry out another service away from the counter and monies have gone missing.**

**Assurances are required that if the losses are not due to negligence, the owner will not be responsible for these losses and that there are still facilities to insure against them either via Post Office Ltd or The National Federation of Sub Postmasters (NFSP).**

**It is an excellent idea to offer increased hours. However, after the removal of a number of services that were on offer 20 years ago and the move to on line banking etc., it still has to be worthwhile for the new operator to cover. Additional staffing costs for the extra 58 hours a week, which at minimum wage would equate to £429 per week. Under the circumstances, we hope that, as in other locations, if it is discovered that after 6 months the demand is not there for the additional hours, (which can easily be monitored through the Horizon system) a reduction of hours will be permitted but still offer the five and a half day per week service.**

**There are concerns that the older and less abled residents from the Coronation Estate and Churchtown will have difficulties getting up the hill and negotiating the difficult crossing to get to the Family Shopper to access the Post Office Facilities.**

**The last thing this Parish Council would want is for the Post Office to close due to cost implications and to have to rely on a very part time service in a church hall or other establishment, which of course is not guaranteed.**

On a vote being taken the matter was approved unanimously.

**PM16/11/13 TO RECEIVE THE OPERATIONAL PLAY AREA INSPECTION REPORT COMPLETED IN SEPTEMBER 2016, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Pavey, seconded by Cllr Ford and

**PM16/11/13.2 RESOLVED that the Operational Play Area Inspection Report is received.**

On a vote being taken the matter was approved unanimously

**PM16/11/14 TO RECEIVE CORRESPONDENCE REGARDING THE PLATT AT MANNINGHAM WOOD, REVIEW THE MAINTENANCE AND AGREE ANY FUTURE ACTIONS**

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Mrs Thomspson and

**PM16/11/14.2 RESOLVED that the correspondence regarding The Platt is**



**deferred until the next meeting and that the Clerk obtains additional information including costings.**

On a vote being taken the matter was approved unanimously

**PM16/11/15 TO CONSIDER SPEEDING TRAFFIC IN PARK BOTTOM AND AGREE ANY FUTURE ACTIONS**

It was agreed that this item would be deferred until the next meeting.

**PM16/11/16 TO CONSIDER PRESERVATIVE/RESTORATIVE WORKS REQUIRED TO THE FINGER POST IN THE HEDGE AT EAST LODGE BETWEEN ALEAXNDRA ROAD AND COT ROAD AND AGREE ANY FUTURE ACTIONS**

It was agreed that this item would be deferred until the next meeting and that the Clerk would obtain additional information including costings.

**PM16/11/17 TO NOTE THAT THE STRIMMING ELEMENT OF THE LITTER PICKING AND GENERAL MAINTENANCE CONTRACT HAS BEEN COMPLETED, AGREE WHAT TO DO WITH THE COUNCIL'S STRIMMER AND AGREE ANY FUTURE ACTIONS**

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM16/11/17.2 RESOLVED that the Strimmer is sold on Ebay for a minimum price of £175.**

On a vote being taken the matter was approved unanimously

**PM16/11/18 TO RECEIVE AN UPDATE ON MAINTENANCE REQUESTS AT HUNTERSFIELD, TOLVADDON AND AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Uren reported that back in July 2016 a blind person from Tolvaddon was experiencing difficulties with overgrown vegetation on the paths in Tolvaddon. Nothing had come of the requests put into Cornwall Council to have the vegetation trimmed. He asked whether the Council would consider trimming the vegetation back.

It was proposed by Cllr Uren, seconded by Cllr Pavey and

**PM16/11/18.2 RESOLVED that the Clerk obtains three quotes for the vegetation to be trimmed and that the work is completed by the most competitive quote up to a maximum cost of £200.**

On a vote being taken the matter was approved unanimously

**PM16/11/19 TO CONSIDER ANY CORRESPONDENCE UP TO THE DATE OF THE MEETING, AGREE RESPONSES AND ANY FUTURE ACTIONS**

1. Cornwall Council - Bus shelter maintenance responsibility audit – it was agreed that the Clerk would respond to the audit.

2. Letters and emails from a resident re the Glebe field - Noted
3. Neighbourhood Planning e-bulletin – it was agreed that the Clerk would circulate this by email.
4. SLCC cemetery and churchyard survey - Noted
5. Draft notes from the meeting of the Mineral Tramways Partnership Steering Group from the 13<sup>th</sup> October 2016 - it was agreed that the Clerk would circulate this by email.
6. Cornwall Council on- street pay and display parking and new residents' parking scheme proposals - Noted
7. Cornwall Council Parliamentary Boundary Review 2018 Bulletin - Noted
8. Email from local resident reporting that there were children on the roof of the changing rooms at Illogan Park – The Clerk reported that she was getting quotes to apply anti-climb paint to the gutters of the buildings to deter children from climbing on the roof.

**PM16/11/20 TO REVIEW ARRANGEMENTS AT ILLOGAN PARK, AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

The meeting of the Illogan Park Improvements Working Group had been brought forward and was being held on Monday 14<sup>th</sup> November 2016, 6.30pm in the Council Office. Items for consideration at that meeting included the goal posts and keys.

The middle door of the toilet block had been vandalised and had a hole in it.

**PM16/11/21 TO NOTE ANY INFORMATION REGARDING THE CRICKET FIELD AT MARY'S WELL AND AGREE ANY APPROPRIATE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

Cllr Mrs Thompson had been told that there was now a chain and padlock on the gate to the cricket field and that the chain was imbedded into the Cornish hedge.

**PM16/11/22 TO RECEIVE AN UPDATE ON LAND AT MILLGRIST MEADOW AND AGREE ANY FUTURE ACTIONS**

A letter had been received from Carn Brea Parish Council suggesting that Carn Brea and Illogan Parish Council jointly approach Cornwall Council to formally request that Cornwall Council take action under Section 215 of the Town and Country Planning Act 1990 to rectify the situation at Millgrist Meadow.

It was proposed by Cllr Mrs Ferrett, seconded by Cllr Mrs Thompson and

**PM16/11/22.2 RESOLVED that Carn Brea Parish Council and Illogan Parish Council jointly approach Cornwall Council to formally request that Cornwall Council take action under Section 215 of the Town and Country**

**Planning Act 1990 to rectify the situation at Millgrist Meadow.**

On a vote being taken the matter was approved unanimously

**PM16/11/23 TO CONSIDER ITEMS TO BE DISCUSSED AT FUTURE MEETINGS**

There were no items raised.

**PM16/11/24 DATE AND TIME OF NEXT MEETING**

The next meeting would be held on Wednesday 23<sup>rd</sup> November 2016, time to be confirmed in Penwartha Hall.

**PM16/11/25 THAT UNDER THE 1960 PUBLIC BODIES (ADMISSIONS TO MEETINGS) ACT THE PRESS AND PUBLIC ARE EXCLUDED DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED**

It was proposed by Cllr Pavey, seconded by Cllr Mrs Ferrett and

**PM16/11/25.2 RESOLVED that under the 1960 Public Bodies (Admissions to Meetings) Act the press and public are excluded due to the confidential nature of the business to be discussed.**

On a vote being taken the matter was approved unanimously

**PM16/11/26 TO RECEIVE QUOTES FOR TRIMMING THE OVERGROWN VEGETATION ALONG THE ACCESS LANE TO ILLOGAN PARK, AGREE ANY FUTURE ACTIONS AND ANY ASSOCIATED EXPENDITURE**

It was proposed by Cllr Crabtree, seconded by Cllr Mrs Thompson and

**PM16/11/26.2 RESOLVED AS THE SUBSTANTIVE MOTION that Kernow Tree Surgery are appointed to trim the overgrown vegetation along the access lane to Illogan Park.**

On a vote being taken the matter was approved unanimously

**PM16/11/27 TO RECEIVE AND APPROVE THE DRAFT DOCUMENTATION FOR WORKS INCLUDED IN THE MANNINGHAM WOOD MANAGEMENT PLAN, AGREE HOW MANY YEARS TO COVER AND AGREE ANY FUTURE ACTIONS**

It was proposed by Cllr Pavey, seconded by Cllr Crabtree and

**PM16/11/27.2 RESOLVED to receive the draft documentation for works included in the Manningham Wood Management Plan; that the draft document is amended to include the remaining four years of the Manningham Wood Management Plan and that there is a break clause included in the contract in case the Council are not happy with the work being completed.**

On a vote being taken the matter was approved unanimously

There being no further business the Chairman closed the meeting at 9.05pm.

Signed: .....

Date: .....