

SEALAND COMMUNITY COUNCIL

MINUTES OF THE MEETING OF COUNCIL HELD ON 19th OCTOBER 2015 AT THE SEALAND PRIMARY SCHOOL.

PRESENT: Councillors: David Wisinger (Chairman), John Dodd, Mrs Chris Jones (County Councillor), Norman Jones Alex Lewis, Mrs Mary Southall and Mike Walker (Vice Chairman).

Peter Richmond - the Clerk and Financial Officer.

Also in attendance –

Two members of the public.

Wayne Jones - Street Scene Flintshire County Council

Andrew Cain – Leader Newspaper

15/113 APOLOGIES FOR NON-ATTENDANCE

Apologies were received from Councillors Mrs. Gwyneth Bullock, John Griffiths, Mrs. Barbara Hinds, , Wayne Morris and Mrs. Shelley Webber.

RESOLVED – that apologies be received and accepted

15/114 CODE OF CONDUCT DECLARATION

RESOLVED – that it be noted that no declarations were made to Council at the beginning of the meeting in respect of the agenda.

15/115 MATTERS RAISED BY THE PUBLIC

No matters were raised.

15/116 CHAIR'S REPORT AND ACTIONS SINCE 14th SEPTEMBER 2015

The Chairman advised that he had no actions to report.

The Clerk advised that allocated Chairman's Fund so far this year is -

- Cost of refreshments – Remembrance Sunday Service.
- Cost of refreshments – Christmas Carol Service.
- £50 - Waverton Handbells - Christmas Carol Service.

RESOLVED – that the report be noted.

15/117 ACCESS TO INFORMATION: MEMBERS ALLOWANCES AND EXPENSES

The Clerk reminded Council that as advised at the September 2015 meeting the only relevant payment made by Council in the 2014/15 financial year was £800 to the Chairman. The previous Chairman had since provided a summary of his expenditure – copies circulated at the meeting. A copy as required had been sent before 28th September 2015 to the Remuneration Panel for Wales and a copy as required has also been added to the Council's web site.

The previous Chairman reported on the use of his 2014/15 Allowance.

The previous Chairman has submitted a payment of £20.00 to Council to balance the overall allowance.

The current Chairman has also paid to Council £200 concluding the closure of the 2015/16 Chairman's Allowance.

RESOLVED – that report be noted.

15/118 MINUTES OF THE MEETING OF COUNCIL HELD 14th SEPTEMBER 2015

RESOLVED - that the minutes of the Meeting of Council held on 14th September 2015 be confirmed as a true and correct record.

15/119 COUNCIL'S CHAIN / BADGE OF OFFICE

The Chairman said that he will enquire about having the chain engraved locally

Councillor John Dodd said he will bring the Council's original chain of office to the next meeting.

RESOLVED – that the report be noted.

15/120 POLICE ISSUES

The Chairman welcomed PC 229 Martin Price to the meeting.

1. Stolen Bikes

It is understood that there have been further incidences of cycle thefts.

The Clerk advised that he has added details of the police's free bike registration project to the Council's web site.

2. Motorcycle on field / Farm Road – 1.30am

At the previous meeting Councillor Mrs. Gwyneth Bullock was asked to report the incident directly to the police.

3. North Wales Police Survey

The Vice Chairman advised that he had received an email from the Federation of Small Business outlining that society is changing rapidly, and with it, police responsibilities and operation. North Wales Police appointed the Federation of Small Business as specialists in police communications, to discover what individuals, communities and social organisations in its area are feeling about its performance and its future activity.

You can help positively in shaping the future direction of North Wales Police.

We would like to alert you of this research programme and would like you to ask you complete a questionnaire please – by 27th October 2015.

The questionnaire is anonymous (no names and addresses) and will be treated confidentially.

Although, we would prefer you to access the questionnaire online:
<http://northwalespoliceservices.dinksurveys.com>

Alternatively, they can supply printed copies by post for distribution to people who request this. Plus stamped, addressed envelopes for their return to us.

4. Vandalism – Garden City

It was reported that play equipment and benches at the Kingsley Road Play Area have been set alight. The damaged equipment has since been repaired by the County Council. Assumed that one bench is beyond repair.

Martin advised that the Police had not been informed of the incident.

It was also reported that youth are again collecting outside the Spar Shop.

Martin advised that the Police are driving most evenings around Garden City to monitor the situation.

5. Operation Bang

Martin outlined the details of Operation Bang that covers the build up to Halloween and Bon Fire Night. Martin has organised a Go Karting session for local youths

followed by a 45 minutes discussion about the dangers of Fireworks

RESOLVED – that the –

- i) reports be noted.
- ii) Council should be given an opportunity to consider funding towards Operation Bang 2016 and that the Police should outline their project details prior to Council's Annual Finance Meeting to be held on Monday 18th January 2016.

15/121 FLINTSHIRE COUNTY COUNCIL MATTERS

a) Litter Bins and Benches – Sealand Manor Recreation Field

It was reported that the litter bins and benches will shortly be installed.

RESOLVED – that report be noted.

b) Additional Waiting Restrictions – Farm Road and Foxes Lane

The County Councillor advised that Darell Jones has taken over this area of work from Ian Jones - Senior Engineer (Traffic).

RESOLVED – that the –

- i) report be noted.
- ii) Darell Jones be advised that Council is very concerned about the delay in progressing the Council's request for additional waiting restrictions at Farm Road and Foxes Lane in particular at Foxes Lane. The on street parking on Foxes Lane between Welsh Road and Claremont Drive is a significant issue and is creating almost continuous day time traffic problems. An urgent progress report is requested.

c) Welsh Road Recreation Field - Gate(s)

It was reported that the gates on Welsh Road have been temporarily removed to enable contractors to access the field. The gates will be refitted on completion of the works.

RESOLVED – that the report be noted.

d) Ferry Lane Foot Bridge – Remedial Repairs / Vibration Noise Levels

The Clerk advised that he awaits an update from Martin Bishop – Flintshire County Council regarding works required to the bridge.

The County Councillor advised that Martin Bishop has recently retired from Flintshire County Council.

RESOLVED – that Wayne Jones – Flintshire County Council be asked to obtain a progress report.

e) Sealand Manor - West Green Ditch

Wayne Jones advised he will investigate the ditch to determine whether work is required to improve the drainage flow

RESOLVED – that the report be noted.

f) Green Lane East – Clarification of Responsibility to Maintain as a Bridleway

The Clerk reminded Council that by email on 30th July from Stephen Bartley, Senior Rights of Way Officer; Flintshire County Council repairs will be carried out on an ad hoc basis whenever problems are reported to us, and, in our opinion, repairs are required. There is no regular inspection regime, as any inspection that we carry out will be as the result of an issue reported to us. Stephen Bartley has been requested to provide details of the required repairs and an indication when the work will be carried out. A reply has not been received.

RESOLVED – that –

- i) the report be noted.
- ii) Stephen Bartley be reminded that Council has requested details of the required repairs and an indication when the work will be carried out.

15/122 LIGHTING MATTERS

a) Street Lighting Report

All lights 128 columns / 130 lights are working.

Note – after the September meeting the Clerk noticed 128 (Cedar Avenue) wasn't working – this was immediately reported to the County Council and repaired. After the meeting the Clerk found out that 8/10 lights were off at Ferry Lane -this was immediately reported to the County Council and repaired

RESOLVED – that the report be noted.

b) Electrical Inspection / Structural Inspection of Street Lights

At the July 2015 meeting Darell Jones confirmed that all lights have now been electrically tested and the project will not need to be restarted until 2018. Darell also advised that the

Council should commence a structural inspection programme which would identify the lights that Council should replace.

The Clerk has asked Darell Jones to advise Council by November 2015 which 8/ 10 lights following structural inspections should be considered for replacement in 2016/17. This is still awaited.

RESOLVED – that the report be noted.

c) Lighting Improvements – 2015/16

Council is still awaiting an invoice from Flintshire County Council for £11,725 in respect of the replacement columns installed at Sealand Manor. An invoice is also awaited regarding the replacement of column 105 at Sandy Lane

Replacement columns 158 and 159 at Riverside Park have been installed and await the transfer from the old columns – total cost including adoption is £4,460.

RESOLVED – that the report be noted.

d) Change of Street Lighting at High Grove Estate – Columns 31 and 32

At the July 2015 meeting Council agreed that Column 31 should be removed and that further consideration be given at the September 2015 meeting regarding the removal of column 32.

It was concluded that 32 should be retained and reviewed in six months.

RESOLVED – that the report be noted.

15/123 SECTION 137 – LOCAL GOVERNMENT ACT 1971
PAYMENT OF GRANTS

The Clerk advised that the Government has confirmed that the appropriate sum for the S137 Expenditure Limit for the purpose of Section 137 (4) (a) of the Local Government Act 1972 for the calculation of the Free Resource Base is based on the local population taken from the current electoral role of 1964 and £6.50 per head produces an upper limit of £12,766

Allocation for the 2015/16 financial year is £2000 - the previous stipulation on payment dates has been removed. £1150 has already been paid out.

RESOLVED: - that the report be noted.

15/124 PLANNING APPLICATIONS

The Clerk advised on the planning applications that had been received electronically from Flintshire County Council since the meeting of Council held on 20th July 2015.

054110 - Change of use of waste land to garden area associated with the dwelling known as White House and erection of fence at White House, Sealand Road, Sealand, Flintshire, CH1 6BR

054305 - Application for variation of condition nos. 13 and 14 following grant of planning permission 051772 relating to site access at Deeside Solar Park - land north Weighbridge Road, Sealand, Deeside, Flintshire

RESOLVED: - that no objections be raised in respect of the above planning applications.

15/125 NOTIFICATION OF PLANNING PERMISSIONS

The Clerk advised that the Head of Planning had advised that the following planning have been approved –

053934 - Proposed 3 no units for uses B2 & B8 class use at Woodward Foods Ltd Parkway, Deeside Industrial Park, Deeside, CH5 2NS. Decision Type: Approved. Determination Level: Delegated-Officer.

054138 - Erection of 2no. Buildings for storage and distribution use, access, parking and associated works at land adjacent to Units 43 & 44 First Avenue, Sealand. CH5 2NT. Decision Type: Approved. Determination Level: Delegated-Officer.

RESOLVED – that the report be noted.

15/126 ACCOUNTS FOR PAYMENT

RESOLVED:- that -

- i) in accordance with Section 137 of the Local Government Act 1971 that the Council should award a grant of £100.00 to the Earl Haig Poppy Appeal which is in the best interests of the area and its inhabitants.
- ii) the under mentioned accounts be approved for payment .

| Cheque No | Payable to | Details | Amount | VAT | Vat Code |
|------------------|------------------------------|--------------------------------|---------------|------------|-----------------|
| 002910 | NALC | Local Councils Explained | £54.99 | | |
| 002911 | HM Revenues and Customs Only | Income Tax – PR – October 2015 | £234.80 | | |
| 002912 | P. Richmond | Salary – October 2015 | £620.70 | | |

| | | | | | |
|--------------------|---------------------------|--|-----------------|--------------|--|
| 002913 | Flintshire County Council | Street Lighting Maintenance, Repairs and Energy – July 2015 | £541.90 | | |
| 002914 | Flintshire County Council | Street Lighting Maintenance, Repairs and Energy – August 2015 | £682.40 | | |
| 002915 | Flintshire County Council | Street Lighting Maintenance, Repairs and Energy – September 2015 | £752.65 | | |
| 002916 | Earl Haig Poppy Appeal | Five Wreaths | £73.00 | | |
| 002917 | Earl Haig Poppy Appeal | Grant | £100.00 | | |
| Total Spend | | | £3060.44 | £0.00 | |

15/127 INCOME

The Clerk advised that Council had received the following income –

| | | |
|---------------------------|----------------------------------|---------|
| Councillor David Wisinger | Refund Chairman’s Allowance | £200.00 |
| Councillor Norman Jones | Refund Chairman’s Allowance | £20.00 |
| Lloyds Bank | Bank Interest | £1.99 |
| Flintshire County Council | Milk Claim – Sept 14 to March 15 | £350.47 |

Total **£572.46**

RESOLVED - that the income be received.

15/128 CORRESPONDENCE

a) Steve Halsall – Chief Executive – Local Government Boundary Commission for Wales – Local Government Act 1972 – Section 55(2) – Review of Community Boundaries in the County of Flintshire

RESOLVED – that the review be noted.

b) Head of Business Services – External Audit Arrangements – Annual Returns 2015/16 to 2018/19

The Auditor General for Wales will become Council’s statutory auditor following the amendment of the Public Audit (Wales) Act 2004 by section 11 of the Public Audit (Wales) Act 2013 and the completion of the 2014-15 audit by UHY Hacker Young.

BDO LLP will become the appointed auditor on behalf of the Auditor General as responsible for delivering the audit of your Annual Return for 2015-16, 2016-17 and

2017-18. There is an option to extend the arrangement for an additional two years but you will be notified of this at the appropriate time.

The contact name for BDO is Mrs Emma Prince, Audit Manager, BDO LLP, Arcadia House, Maritime Walk, Ocean Village, Southampton, SO14 3TL. Her telephone number is 023 8088 1912; e-mail: Emma.Prince@bdo.co.uk.

The Auditor General's September 2013 report, Improving Financial Management and Governance: Issues from the Audit of Community Council Accounts 2011-12, set out changes to the audit arrangements for town and community councils for the 2015-16 audit. The new arrangements will have a greater focus on governance with an extended Annual Governance Statement having a new section highlighting 'thematic' areas for review at all councils. These themes will vary year on year and will address concerns arising from audit findings.

In order to allow local councils to develop their governance arrangements, councils will be notified in advance of the specific areas that will form part of the thematic review each year. This arrangement will allow councils to identify areas where they need to improve their arrangements and to make any necessary improvements before the start of the financial year. However, it should be noted that this should not require councils to carry out any substantial additional work. Auditors will only seek evidence that all councils should readily have available.

As noted in the Auditor General's report Financial Management and Governance in Local Councils 2012-13, published in October 2014, auditors will focus on budget setting and monitoring and the engagement of internal audit for the 2015-16 audits. BDO will advise Council of the information that they require for the audit.

There will be changes to the audit fee charges for the 2015-16 accounts. Further explanation is on page 26 of our Fees Consultation, which you may find on the Wales Audit Office website at:

http://www.audit.wales/sites/default/files/download_documents/fee-scheme-consultation-english.pdf

RESOLVED – that the new external audit arrangements – Annual Returns 2015/16 to 2018/19 be noted.

c) Ian Bancroft – Chief Officer Organisational Change – Match Funding Scheme – Improvements to Children's Pay Areas 2015/16

RESOLVED – that Council approves the County Council's Match Funding Scheme for improvements at the Sealand Manor Play Area 2015/16 with the Council's contribution being £5,000.00.

15/129 SEALAND COMMUNITY COUNCIL – SUMMARY ACCOUNTS

The Clerk outlined expenditure and income for the 2015/16 financial year up to cheque number 002915 - .

2 0 1 5 / 1 6

Financial Year

Income

| | Actual | Anticipated | Difference |
|-----------------------------|-------------------|--------------------|--------------------|
| General Admin Inc. Precept. | £38,000.00 | £57,000.00 | -£19,000.00 |
| Bank Interest | £11.06 | £20.00 | -£8.94 |
| Insurance Claims / Refunds | £37.65 | £0.00 | £37.65 |
| VAT Refund | £904.08 | £900.00 | £4.08 |
| Milk Claims | £0.00 | £500.00 | -£500.00 |
| Total | £39,303.26 | £58,420.00 | -£19,116.74 |

Expenditure

| | Actual | Anticipated | Difference |
|--------------------------|-------------------|--------------------|-------------------|
| Play Areas | £0.00 | £8,000.00 | £8000.00 |
| Staffing Costs | £5,278.35 | £9,049.00 | £3,770.65 |
| General Admin Costs | £2,529.07 | £4,130.00 | £1,600.93 |
| S137 Grants | £1,150.00 | £2,000.00 | £850.00 |
| CCTV | £3,907.20 | £4,000.00 | £92.80 |
| Street Lighting | £5,355.04 | £26,700.00 | £21,344.96 |
| Street Furniture Repairs | £0.00 | £500.00 | £500.00 |
| Insurances | £2,356.02 | £2,500.00 | £143.98 |
| Milk | £1,100.47 | £3,200.00 | £2,099.53 |
| Chairman's Fund | £0.00 | £800.00 | £800.00 |
| Total | £21,676.15 | £60,879.00 | £39,302.85 |

**C u r r e n t
Summary**

| | |
|-----------------------------|------------|
| Balance as at 31 March 2015 | £42,772.74 |
| Total Expenditure | £21,676.15 |
| Total Income | £39,303.26 |
| Balance | £17,627.11 |

| | | |
|------------------------|---|-------------------|
| | Overall balance as at 19th October 2015 | £60,400.05 |
| | VAT Costs for 2015/16 financial year | £834.07 |
| End of Year Prediction | Balance as at 31 March 2015 | £42,772.74 |
| | Total Anticipated Expenditure | £60,879.00 |
| | Total Anticipated Income | £58,420.00 |
| | Anticipated Balance for the year | -£2,459.00 |
| | Anticipated Overall Balance as at 31st March 2016 | £40,313.74 |

RESOLVED - that the report be noted.

15/130 SUMMARY ACCOUNTS 2015/16 FINANCIAL YEAR – AS AT 30th SEPTEMBER 2015

The Clerk advised that in line with the new Financial Regulations he submits details of the Council's overall bank balances in respect of – as at 30th June, 30th September, 31st December and 31st March each year.

The position as at 30th September 2015 is –

Account - no – 0388217 - £ 6,193.25
Account - no – 7326098 - £ 57,123.10

Total - £63,316.35

Less unpaid cheque of £0.00

Total bank Accounts - £ 50,118.52 less unpaid cheques of £200.00 leaves a balance of £49,918.52.

RESOLVED: - that the report be noted.

15/130 COMMUNITY ASSET TRANSFER

The Clerk advised that following the previous meeting the Clerk –

- i) requested and received John Gray from the FLVC the required forms for Council to proceed to Stage 2
- ii) requested Ian Bancroft – Flintshire County Council to provide Council with the required details and costings so that Council can make a Stage 2 submission in respect of the four

Sealand play Areas – Kingsley Road; Riverside Park; Sealand Manor and Welsh Road.
Not received

RESOLVED – that the report be noted.

15/131 **COUNCIL'S 2015 REMEMBRANCE SUNDAY SERVICE**
ST. BARTHOLOMEW'S CHURCH
SUNDAY 8th NOVEMBER 2015

The Clerk reminded Council -

- i) cost of refreshments to be provided after the service will be met from the Chairman's Fund.
- ii) the parade ahead of the service will not be held.
- iii) the service will start at 10.30am

RESOLVED – that the report be noted.

15/132 **2015 SEALAND CHRISTMAS CAROL SERVICE**
ST. BARTHOLOMEW'S CHURCH
TUESDAY 15th DECEMBER 2015 – 7.30pm

RESOLVED – that the Clerk should send a letter out inviting Chairman / Mayor and their partners for Flintshire County Council and Community/Town Councils in Flintshire to the Sealand Christmas Service.

15/133 **VIBRANT AND VIABLE PLACES –**
LANDSCAPING SCHEME – GARDEN CITY

The Clerk advised that at the September 2015 Council agreed that Gavin Griffith – Project Manager be asked to clarify details of the finalised project including timelines. Gavin responded with the project details and these have been circulated by email to members of Council.

The work has now started at Sealand Primary School

RESOLVED – that the report be noted.

15/134 **PREPARATIONS FOR THE COMING WINTER**

The Clerk outlined a letter from Stephen O Jones, Chief Officer (Streetscene & Transportation) advising that in an attempt to improve the County wide resilience and readiness for the coming winter the Council will continue to offer the following services to the Town and Community Councils:

1. Information on local weather forecast and gritting actions.

Following the positive feedback from the last three years, Flintshire County Council are again offering the opportunity for Town and Community Council's to nominate a member of the community to receive daily details of the proposed gritting actions together with an accurate weather forecast for their area. This will allow the nominee to pass this important information on to other interested parties within the community. If you are interested in being part of this scheme please provide the details of your nominated representative on the attached form.

2. Salt bins

As in previous winters, the Council owned bins have been filled and the operation will be repeated (if required) during January 2016. Prior to filling however, each location is to be assessed to ensure it meets the Council's criteria for the provision of salt bins and any found not meeting the criteria will be removed. I would appreciate if you could remind your residents through newsletters etc. that the material in the bins is for use on the highway only and is not intended for private use. If the Community Council requires additional bins within their community, to be funded at their own cost, they can be supplied by the Council and subject to the future availability of rock salt filled at the same frequency as the Council owned bins.

The bins will be supplied in a different colour (in order to distinguish them from Council bins) and the cost will be £135.00 to purchase and each refill will be charged at £60.00.

3. Bagged Rock Salt

Bagged rock salt is also available at £5 per bag delivered to a location of your choice, for use around Town and Community Council owned property.

4. Community involvement in Snow Clearing

In an attempt to assist the local community to help themselves during any periods of heavy snow, the Council again will be offering basic equipment in order that the community can take on some localised footway snow clearing work. It is stressed that the intention is for these operations to supplement the Council's own snow clearing operations not replace them. The Council will continue to provide the winter maintenance service at the current level of previous years.

If the Town and Community Council, or any other groups nominated by them, request equipment, they will receive the following:-

- 8 bags of rock salt and applicators
- Shovels for snow clearing
- Instructions and indemnity notices for those people carrying out the work

We will require the groups to store the equipment safely until it is required.

If your organisations require any of the above please complete the attached and return it to Derrick Charlton, Alltami Depot, Pinfold Lane Alltami CH7 6LG by 1st November 2015.

RESOLVED – that the report be noted

15/135 PAYMENTS TO COMMUNITY AND TOWN COUNCIL MEMBERS

The Clerk reported on the copy of an extract from the Independent Remuneration Panel Annual Report in relation to the determinations about the reimbursement of travel and subsistence when undertaking approved duties – the Clerk outlined all the various reimbursements for mileage (outside of the community) and subsistence. A new determination 45 has been introduced for the Council to be able to authorise a payment to each member a maximum amount of £100 per year for costs incurred in respect of telephone usage, information technology, consumables etc.

RESOLVED – that the –

a) which payments relate. Payments being –

Costs incurred in respect of telephone usage, information technology.
Responsibility payments.
Allowance to Chairman.
Attendance Allowance.
Financial Loss Allowance.
Costs incurred in respect of travel and subsistence.
Care Allowance.

15/136 MATTERS RAISED BY MEMBERS OF COUNCIL

- Perimeter fence still needs to be repaired - - Sealand Manor (Wayne Jones has contacted the Shooting School)
- Councillor Mike Walker to repair the notice board at Ferry Lane
- Issues at The Owl –alleged persons sleeping in caravans.
- Issues at The Owl –alleged persons urinating into hedge – member (s) of the public need to report this to the police
- Issues at The Owl – large lorries turning into The Owl / cars obstructing their turning movement - member (s) of the public need to report this to the police.

Note - The Owl – the Clerk wrote to Councillors John Dodd and John Griffiths following the meeting requesting that they put their issues in writing to the Clerk so that he could copy their letters to the County Council's Planning Enforcement Officer.

- Issues around Flood Plan/ no change to building insurance/600 houses being built in a flood plain etc. – letter to Carl Sergeant – Natural Resource and the Environment.

The issues raised were -

1. This was a very significant project and no doubt expensive - why did this project not include a raising in height of the embankments?
 2. Why was new cycle way surface removed and then resurfaced?
 3. The Council understood before the flood defence work had started that when complete it would remove Garden City and the new development area from the Sealand Flood Plain - this would then result in the removal of the flood excess charge that has to be paid. Council is now aware that even after this work the area still sits in a designated flood plain and there is no change to property insurance charges. Can you please explain why the outcome is so different to the project proposal?
 4. The entire project is Welsh Government funded and Council wants to know when will the above be fully explained to all affected residents ?
 5. The entire project is Welsh Government funded and Council wants to know will the proposed developments be allowed to go ahead with the entire new development area sitting in a designated flood plain.?
- Royal Mail – Post Box next to Council notice board at Seahill Road – van parking on the grass verge.
 - Over grown grass – land at the end of Old Sealand Road / Drome Corner – North Wales Trunk Road Agency.

15/137 MATTERS RAISED BY MEMBERS OF THE PUBLIC

No matters were raised.

15/138 DATE OF COUNCIL’S NEXT MEETING – 16th NOVEMBER 2015

RESOLVED – that the meetings of Council for 2015 be held on the following Mondays –, 16th November and 14th December (1 week early) and for 2016 from January to May - Annual Finance Meeting 18th January, 15th February, 21st March, 18th April and 16th May.

15/139 IN ACCORDANCE WITH SEALAND COMMUNITY COUNCIL'S CODE OF CONDUCT - DECLARATION OF INTEREST

| Member | Item | Minute Reference |
|-----------------------------|------|------------------|
| No interests were declared. | | |

The meeting opened at 6.30pm and closed at 8.25pm

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Signed 16th November 2015 – Chairman of Council