

NEWINGTON PARISH COUNCIL

Minutes of the Parish Council Meeting held on 30 July 2019 in the Newington Room, Newington Village Hall.

Present: Cllr Debbie Haigh (Chair), Cllr Tony Mould (Vice Chairman), Cllr Dean Coles, Cllr Steve Godmon, Cllr Stephen Harvey, Cllr Elaine Jackson and Cllr Richard Geldard; and Mrs Wendy Licence (Clerk).

Also present were KCCLlr Mike Whiting, Ward member Alan Horton and six members of the public.

1. COUNCILLOR VACANCY

Cllr Haigh informed Members that a panel consisting of herself, Cllr Mould and Cllr Harvey had met a candidate and Cllr Harvey had met with another applicant.

Cllr Haigh **PROPOSED** to co-opt Mr Richard Geldard and Mr Ryan Condron to the Parish Council; **AGREED UNANIMOUSLY**. Mr Geldard signed a Declaration of Acceptance of Office in the presence of the Clerk and joined Members at the table.

Mr Condron had offered apologies for being unable to attend the Council meeting.

2. APOLOGIES FOR ABSENCE

Apologies had been received from Cllr Richard Palmer (holiday); apology accepted.

3. DECLARATIONS OF INTEREST

None were declared.

4. MINUTES OF THE PARISH COUNCIL MEETING HELD ON 25 JUNE 2019

Cllr Haigh **PROPOSED** to accept the minutes as a true record of the meeting; **SECONDED** by Cllr Mould: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record of the meeting.

Cllr Haigh **PROPOSED** to accept the confidential minutes as a true record of the meeting; **SECONDED** by Cllr Jackson: **AGREED UNANIMOUSLY**. Cllr Haigh duly signed the minutes as a true record of the meeting.

5. MATTERS ARISING FROM THE MINUTES

All matters dealt with on the agenda.

6. PUBLIC QUESTION TIME

The Meeting was adjourned for the Public Time.

#1- A resident said that Callaways Lane had a planned road closure for one week from 10 July, Southern Water had delivered letters to the affected houses and gave assurances that the work would not commence until 9.30am to allow for commuter and school traffic to flow. On the Tuesday the road was closed at 8.10am and four cars had to turn around and go the wrong way back to the A2.

KCCLLR Whiting said that he had been contacted by residents, KCC Highways gave Southern Water a licence to close the road and when the issue was raised it was resolved.

Cllr Haigh said the Council will formally write to KCC Highways and highlight residents' concerns as it was a very significant because drivers had to go out onto the A2

ACTION: Clerk to write to Kent Highways.

#2- A resident thanked Cllr Haigh for returning his call and for her time in giving interesting and supporting information. The resident expressed concern that the road works on the A2 by Southern Gas Networks was not managed well. Can information be disseminated to residents possibly through the use of Social Media?

Cllr Haigh said this would be discussed under Any Other Business.

Cllr Jackson said she had been in touch with KCCllr Whiting and had also spoken to the works manager who improved the situation. The signage was improved and put back further down the road. There was also another Road Closure permit in Bull Lane. There is also damage to the kerbs and tarmac in Playstool Road and to the village green.

Cllr Haigh said there had been extensive communication between Cllr Jackson and KCCllr Whiting. Cllr Harvey has suggested an eight plan/ questions to KCCllr Whiting who is agreeing an emergency plan with KCC officers. Cllr Palmer was helping drivers and was in communication with Sharron Davin, KCC Streetworks Coordinator. Cllr Haigh thanked Ms Davin for her help.

Cllr Jackson said Cllr Palmer was posting on Social Media. The Parish Council did not ignore the situation and Councillors were very much involved.

#3- A resident reported that he had called 101 and was told a Police car would be deployed, the Police car arrived but then went away.

Cllr Coles said SGN workers tried to help the situation. There were two ambulances caught up in the traffic and they had to turn off their blue lights as they could not get through.

#4- A resident said the land at the junction of Playstool Road and Bull Lane is overgrown.

Cllr Haigh said the issue has been reported to KCC Highways and will be followed up.

The meeting was reconvened.

7. VISITORS

i. County Councillor

KCCllr Whiting said there is a new Youth Club in the village run by Brogdale CIC and is successful with approximately twenty young people attending.

Cllr Jackson said the Parish Council has facilitated the Youth Club and has given it preferential rates.

ACTION: Clerk to ask if the Youth Club would like to be publicised on the Parish Council's website.

KCCllr Whiting said when SGN find a gas leak they have authority to close the road and KCC will negotiate how the closure can be mitigated. SGN found the gas main had a high pressure reading and it was expected to be a two-day closure but further high pressure readings were found along the pipe, the company came close to evacuating the village.

KCCllr Whiting reported that he had been kept updated by Sharron Davin, KCC Streetworks Coordinator, during the situation and that he posted the updates on his Facebook page to keep residents informed.

KCCllr Whiting said he persuaded Highways England to keep the M2 open on the first Saturday but an accident caused further problems as drivers sought to take the quickest route. KCC have made it illegal for HGVs to access lanes unless for business and only the Police have authority to take action.

KCCllr Whiting said that he has agreed an emergency check list with Sharron Davin.

SGN are now considering replacing the entire gas main from the Keycol roundabout to Rainham, and this will involve several weeks of closure. There will be a meeting between SGN, the Police, KCC Highways and the bus companies to discuss the issues and the Parish Council is welcome to attend. It will be a public meeting which will be held after 15 August. The resurfacing of the A2 to Rainham has been cancelled and may be rescheduled for next year.

KCCllr Whiting said that it had been a traumatic time for everyone and went on longer than expected but safety was paramount.

Cllr Haigh said better signage for HGVs would be beneficial.

KCCllr Whiting said this can be raised at the meeting. All villages were affected. Lane signage could form part of a Parish Highways Improvement Plan. KCC Highways is working with satnav companies regarding unsuitable roads for HGVs, unfortunately not all lorry drivers use freight satnavs. KCC is also working with Google to produce maps for lorries.

KCCllr Whiting reported that he is trying to ascertain why the Parish Council has not been given the same information as other elected members regarding Paradise Farm.

Cllr Haigh thanked KCCllr Whiting for attending and for his report.

ii. Borough Councillors

SBCllr Horton said there are different restrictions for HGVs and there has to be a Police investigation. The Police car which arrived during the emergency road closure was immediately deployed to a more urgent incident. The two officers in the car represented a quarter of the Police resources for Swale.

Cllr Harvey asked if it was necessary for officers to go out in pairs, one officer would have been sufficient for Newington.

SBCllr Horton said two officers in attendance is usual practise.

SBCllr Horton reported that he and SBCllr Palmer attended a multi-discipline briefing and intelligence sharing meeting concerning issues across the Ward.

SBCllr Horton said he had also been involved in regular Ward work.

Cllr Haigh thanked SBCllr Horton for attending and for his report.

SBCllr Palmer was unable to attend the meeting and sent a written report that he had been dealing with fly-tipping issues locally and had reported overgrown hedges and vegetation along the A2 to KCC Highways. Assistance was given to a local resident with an issue with a local development near to them and this was satisfactorily resolved.

SBCllr Palmer gave a detailed report on the process and sequence of events during the A2 road closure and also made points which should be included in a KCC Highways emergency plan.

ACTION: SBCllr Palmer to forward points to KCC.

Cllr Harvey said that SBCllr Palmer worked tirelessly during the road closure and should be thanked as a Ward member as well as a Parish Councillor.

ACTION: Clerk to write a letter of thanks.

Cllr Haigh thanked SBCllr Palmer for his report.

KCCllr Whiting left the meeting.

8. PLANNING

i. To receive an update

Ellen's Place, Newington

Cllr Harvey said there is nothing to report as no application has been validated yet.

Land adjacent to the Tracies

Cllr Harvey reported that the submission of detail stated that construction traffic should not turn up Callaways Lane but go up Bull Lane and that he had raised an issue with the Planning Department. It has been agreed that construction traffic should use Playstool Road.

Application: 19/502244/FULL Sittingbourne and Milton Regis Golf Club, Wormdale Hill, Newington ME9 7PX

Proposal: Proposed new vehicular access to north car park and modification of existing access to south car park. Modification of existing north car park access restricting use to pedestrian/golf karts to improve highways safety. Modification improvements to existing service access to clubhouse.

Cllr Harvey informed Members that the application has been permitted.

Application: 19/502364/FULL 19 Orchard Drive, Newington ME9 7NN

Proposal: Erection of two storey side extension and single storey rear extension.

Cllr Harvey informed Councillors that the application has been permitted.

Application: 19/500029/FULL Land Rear Of 132 High Street, Newington ME9 7JH

Proposal: Erection of a 4 bedroom detached dwelling and associated carport/garage.

Cllr Harvey said a decision is yet to be made.

Application Number SW/16/507594/RVAR (KCC/SW/0526/2018)

Paradise Farm, Lower Hartlip Road, Hartlip, Sittingbourne ME9 7SR

Cllr Harvey informed Members that there is no start date for the brickearth extraction.

Application: 17/504813/FULL Car Wash, 67 High Street, Newington ME9 7JJ

Proposal: Part change of use from car wash to residential for one studio

Cllr Harvey reported that permission has been given for use by an employee of the car wash and their spouse or partner.

Application: MC/19/0188 Orchard Kennels, Meresborough Road, Rainham

Proposal: Outline planning application with some matters reserved (access, appearance and scale) for the development of up to 130 residential dwellings with associated parking and open space

Cllr Harvey informed Members that the application has been refused.

Application: 18/505060/ADJ (Alternative reference: 18/504836/EIOUT) Binbury Park, Detling Hill, Detling, Maidstone, Kent

Proposal: Adjoining Authority Consultation from Maidstone Borough Council for Outline application (with all matters reserved apart from access) for the erection of up to 1,750 dwellings including affordable housing, 46,000 sq.m of commercial space, a hotel, a local centre, a new primary school, a park and ride facility, strategic highways improvements including new Kent Showground access/egress, accesses/roads including a new bridleway bridge, parking, associated open space, landscaping, services, and Sustainable Drainage Systems. In addition the proposals include a publicly-accessible country park including the Binbury Motte and Bailey Castle Scheduled Ancient Monument.

Cllr Harvey said a decision is yet to be made.

Application 18/502834/FULL Lodge Farm, Old House Lane, Hartlip ME9 &SN

Proposal: Removal of condition 2 of application reference SW/98/0796 (Agricultural dwelling)

Cllr Harvey informed Councillors that the appeal has been refused by the Planning Inspector.

Application: 17/504342/FULL Newington Working Mens Club

Proposal: Variation of Condition 2 and removal of Condition 11 of application 17/504342/FULL (Retrospective demolition of former Working Mens Club and erection of 9no. dwellings and 1no. maisonette together with carports for garaging of cars (Revised scheme). (Vary Condition 2 to include reference to 'Titan-Sonair' ventilation system to bedrooms and dining room fronting the high street.)

Cllr Harvey reported the appeal has been refused on the grounds of noise. The agent has stated the windows will be screwed up but this is unsatisfactory as the windows need to be

sealed units which can be removed with an emergency cord so the unit can be pulled out in the event of an emergency.

Gladman Developments Limited – and – The Secretary of State for Communities and Local Government – and – Swale Borough Council – and – CPRE Kent.
Cllr Harvey said the matter is awaiting result of a reserved judgment

ii. Ref: 19/502206/FULL 61 Playstool Road, Newington ME9 7NL

Proposal: Retrospective application for the erection of a first floor rear extension, loft extension and lean to roof at front and side of dwelling (resubmission of 18/502531/FULL).

Cllr Harvey said an application had been approved but the extension was built larger than permitted. The application is a re-submission of previous plans which had been refused.

Councillors considered the application and **AGREED UNANIMOUSLY** to object to the application. Councillors acknowledged that this would be an expense to the owner and recognised that the plans had previously been turned down. The extension exceeds what has been permitted and if allowed would set a precedent for others to do the same.

iii. Ref: 19/503203/FULL Land At 6 Ellens Place, Boyces Hill, Newington ME9 7JG

Proposal: Erection of a chalet bungalow with detached garage. Creation of new vehicular access and erection of a detached garage to serve no. 6.

Councillors considered the application and were concerned that the proposal is outside the built-up area; it would encourage further development; there would be a wide driveway which could be an entry point for further houses at Eden Meadow; it is close to the Callaways track. Councillors **AGREED UNANIMOUSLY** to object to the proposal.

iv. Ref: 19/502808/FULL 2 Wormdale Farm Cottages, Wormdale Hill, Newington ME9 7PX

Proposal: Partial demolition and reconstruction of subsided East side section together with the removal and reinstatement of rear porch.

Councillors considered the application and had no objections to the proposal and requested neighbours' comments be taken into account.

v. Ref: 19/503512/PNQCLA Lion Farm. Rear of 148 High Street, Newington ME9 7JH

Proposal: Prior Notification for change of use of agricultural building to 1no. dwelling house and for associated operational development. For its prior approval to: - Transport and Highways impacts of the development - Contamination risks on the site - Noise impacts of the development - Whether the location or siting of the building makes it otherwise impractical or undesirable for the use of the building to change as proposed -Design and external appearance impacts on the building.

Cllr Harvey said he had discussed the application with a Planning Officer. If it were clear that the building was an agricultural unit it would be dealt with as a prior notification for automatic consent, but there were doubts whether this was the case and the building had been used for residential storage a new full planning application would be required.

Councillors **AGREED UNANIMOUSLY** to raise doubts about the current use of the building and to object to any full planning application.

vi. Ref: 19/503477/FULL Land At Callaways Lane, Newington ME9 7LU

Proposal: Minor Material Amendment to application 19/500844/FULL in order to provide rooflights to the garage along with a staircase.

Councillors considered the application and raised no objections to the proposal and requested that neighbours' comments be taken into account.

vii. Ref: 19/503564/FULL Wormdale Farm, Wormdale Hill, Newington ME9 7PX

Proposal: Erection of steel frame portal building infill between two existing buildings.

Councillors considered the proposal and had no objections to the application and requested neighbours' comments be taken into account.

vii) Ref: 19/503244/FULL 1 Milton Cottages, Keycol Hill, Bobbing ME9 8NE

Proposal: Proposed single storey side/rear extension with changes to fenestration.

Councillors considered the application and had no objections to the proposal and requested neighbours' comments be taken into account.

viii) Ref: 19/503293/FULL: Car Showroom, London Road, Upchurch ME9 7PD

Proposal: Change of use of auto showroom and workshop (Sui Generis) to a banqueting hall, including food processing and distribution (Class D2 and B2), including the creation of a mezzanine floor and alterations to fenestration.

Cllr Harvey said the application is in Upchurch and on Newington's border.

Councillors were concerned that the proposal would generate traffic which would affect Newington and that they would support Upchurch Parish Council on the matter.

Cllr Haigh thanked Cllr Harvey for his report.

SBCllr Horton left the meeting.

9. AMENITIES COMMITTEE

i. Amenities Committee meeting cancelled 23 July

The Committee agreed that as the July meeting had been cancelled that they will meet on 20 August.

ii. To consider the Amenities budget and forecast expenditure

Cllr Haigh said that she and Cllr Jackson had requested a list of large expenditure items at the recreation ground. The Council needs to draw up a list of what it would like to do when the S106 money from the Persimmon development is received.

Cllr Mould said the Persimmon money has to be spent on the Recreation Ground.

Cllr Haigh said the S106 money is a contribution for the recreation ground or for the benefit of the development, there had been no discussion within the Parish Council regarding this and whether there could be a facility on the development. The Council has often said it would like there to be a play area on the north side of the village and could consider diverting some money to the north side.

Cllr Mould said if the developer had desired this it could have included a play area within the development.

Cllr Layer said the new development will have private roads and residents will not want people going through it. The residents will be paying a maintenance charge and could request a play area if they so desired.

Cllr Jackson said the Amenities Committee had been aware of the seemingly unfair expenditure at the Recreation Ground, the Pavilion was phase 1 and the play area phase 2. Plans have been trimmed because of concerns about the amount being spent

Cllr Harvey said the Parish Council has revamped a fifty year old play area and has installed a zip wire, it is good to see it being well-used. There have been lots of positive comments.

iii. Hole in trackway

Cllr Haigh said Savills have indicated that their regular contractor is unable to remedy the issue until September and they recognise that this needs to be resolved as soon as possible.

iv. Graffiti on the garage

Cllr Coles said graffiti is vandalism and against the law.

Cllr Harvey said there is also graffiti on the teen shelter but not on the wall facing the houses.

Cllr Haigh informed Councillors that Swale Borough Council has said that they can remove the graffiti but it will take the paint off the garage as well, Swale Borough Council has suggested painting over this. The matter has been reported to 101 and the Council has a crime number. If the graffiti is removed there is a risk that it will be repeated.

Cllr Coles said elsewhere, if graffiti is not tackled it creeps through areas because if it allowed to remain the vandalism continues.

ACTION 1: Clerk to ask Swale Borough Council for a quotation to remove the graffiti.

ACTION 2: Clerk to get an update from 101.

Cllr Harvey said the new fence behind the ball court needs planning permission.

ACTION: Clerk to apply for planning permission.

v. LED lights in Allsworth Close

Cllr Harvey said there have been no issues raised by residents.

10. POLICIES

i. Review of Risk Assessment

Councillors **AGREED UNANIMOUSLY** to adopt the Risk Assessment.

ii. To adopt a Sickness Absence Policy

Cllr Haigh informed Members that she had sought advice and the matter will be deferred to next month.

11. VILLAGE VOICE AND MEDIA

Cllr Mould circulated a draft of the Village Voice and it will include Newington History Group's commemorative Peace mugs; an article on the A2 road closure issues; and ASB.

12. FINANCE

i. Cheque list: to consider invoices for payment

Payee	Expenditure	Amount £	Chq No
UK Power Networks	Street light column connection	£11,988.00	3000
Profile Business Supplies	Village Voice- July 2019	£60.00	3001
Mrs P Rowe	Litter Picking Recreation Ground & sight check equipment July	£110.00	3002
Mr MJ Marshall	Cemetery and Churchyard maintenance July 2019	£490.00	3003
Mrs W Licence	Salary and expenses	£840.64	3004
HMRC	PAYE & NI	£135.59	3005
Countrywide Grounds Maintenance Ltd	Grounds Maintenance June	£265.00	3006
Countrywide Grounds Maintenance Ltd	Grounds Maintenance July	£265.00	3007

DCK Accounting Solutions	Payroll fees June/ July		£60.00	3008
Streetlights	Lanterns; Lighting remedial work; and col 11 shield; col 37 pole bracket; light Boxted Lane		£35,947.50	3009
Maylow Construction Ltd	Ball catcher fencing		£7962.00	3010
Business Stream	Pavilion water Allotment water Total	88.25 42.98 Total	£131.23	3011
R Taylor	Pavilion deposit refund		£50.00	3012

Councillors considered the cheques raised and Cllr Haigh **PROPOSED** the signing of the cheques; **SECONDED** by Cllr Godmon: **AGREED UNANIMOUSLY**.

Receipts

£327.20 HMRC VAT reclaim
£20.00 Ms Gilbert Pavilion hire

Payments

£115.34 NEST Pension
£212.00 Haven Power Street lighting

ii. To consider the Quarterly Budget update put forward by the Finance Working Group

Cllr Haigh said the Finance Working Group had met and looked at the budget, expenditure and receipts.

Cllr Godmon reported that he is still looking at internet banking, most banks do not permit accounts with more than one signature.

13. CHURCHYARD AND CEMETERY

Cllr Haigh reported there has been a complaint about arisings being left near a relative's grave. Cllr Layer said he had inspected the area and found a large amount of cuttings and a hippo back of arisings behind the gate. The bag has been dragged behind the shed.

Cllr Haigh said the contractor needs to be asked if he had done this and if so remind him that bags cannot be left at the cemetery.

Cllr Layer said there will be a Cemetery Working Group meeting arranged for September. The grass has been cut and the cherry tree has been trimmed back.

ACTION: Cllr Layer to arrange a Cemetery Working Group meeting.

14. HIGHWAYS

i. To receive an update of roads and pavements

Cllr Haigh informed members that the overgrown bushes on the junction of Bull Lane and Playstool Road have been reported to KCC Highways.

Cllr Layer said that he had suggested to KCCllr Whiting that the road under the bridge should be replaced and was told that KCC Highways would not be able to fund it.

ii. 20's Plenty

Cllr Haigh said the initial costs for three items would be over £20,000, the Parish Council has agreed to undertake seven traffic surveys. KCCllr Whiting has agreed a grant of £1,000 towards the surveys.

Cllr Harvey said that he, Cllr Mould and Cllr Layer had met with Mid Kent Environmental Health Services which is conducting air quality monitoring in Ospringe and has suggested that the Parish Council wait until the trial has been completed.

ACTION: Cllr Haigh to write a report for the Village Voice.

15. STREET LIGHTING

Cllr Haigh said the invoices for the upgrade work have been received and the forms to receive the loan has been sent from Salix. A letter of thanks received for fitting shield on light in Edwins Place. There are a couple of outstanding issues to be dealt with regarding the column.

16. REPORTS FROM MEMBERS

Cllr Harvey informed Councillors that he and Cllr Palmer had attended the KALC Swale Area Committee meeting which had a report from Chief Inspector Alan Rogers.

Cllr Mould said the new parking area at the school is going ahead with a grant from KCCllr Whiting. The issue had been that the children should have a path to walk to school.

17. CORRESPONDENCE

1. 01.07.19: Streetworks- Temporary Closure – Iwade Road, Newington, Sittingbourne – 22-29 July 2019-*added to website*
2. 03.07.19: Kent Police- Rural Task Force Report and Rural Matters
3. 05.07.19: SBC Planning powerpoint presentation to KALC Swale Area Committee meeting
4. 08.07.19: KCC Highways- Start of Works Notification for A2 London Road Newington-*added to website*
5. 08.07.19: KCC pothole data
6. 09.07.19: KCC PROW: ZR61 Public Path Diversion Order 2019
7. 19.07.19: PROW Temporary footpath closures ZR45, ZR46, ZR47 and ZR50- *added to website*
8. 23.07.19: Swale Borough Council Landscape Sensitivity Assessment
9. 24.07.19: Resident email concerning A2 closures
10. 24.07.19: KCC Highways speed limit variation Order
11. 25.07.19: Cemetery complaint
12. 26.07.19: Leigh Academy Rainham Plans for new school and invite to preview- *Poster added to website*
13. 26.07.19: KCC Highways A2 work cancelled- *added to website*
14. 27.07.19: resident email re Edwins Place street light

Cllr Harvey said the parish has some sensitive landscape areas.

ACTION: Cllr Harvey to respond to the Swale Borough Council Landscape Sensitivity Assessment

18. ANY OTHER BUSINESS

Cllr Coles said a Roman Temple has been excavated at the Persimmon site and this is being offered to the parish as a monument. The architects will remove the top and install it to a site agreed by the Parish Council.

Councillors **AGREED UNANIMOUSLY** to the proposal.

Action: Cllr Coles to liaise with KCC and the architects.

Cllr Harvey said Cllr layer has agreed to undertake the weekly sight checks of the playing equipment. The Parish Council now has a zip wire and Daniel Gooch, SBC Leisure and technical Services, has suggested that there be a £200 budget to deal with minor matters such as replacing the bushes to ensure the cable did not fray.

Cllr Harvey **PROPOSED** that Cllr Layer can request remedial works to the zip wire up to £200 per month; **SECONDED** by Cllr Godmon; **AGREED UNANIMOUSLY**.

Cllr Harvey reported the pay phone does not work.

ACTION: Clerk to request a status update.

Cllr Mould said the zig zag lines outside the school need to be refreshed.

ACTION: Clerk to report to KCC Highways.

Cllr Mould asked whether, following recent criticisms that the Parish Council were not doing anything during the A2 closure, should the Council have an Emergency Plan?

Cllr Haigh said that if there is a disaster the Council is powerless to do anything and may become an irritant to those dealing with it. Councillors had actively been communicating with authorities but the issue is how does the Parish Council communicate outwards. The Council has been wary of having a Facebook presence. The Council does have a website and others could be trained to put information releases on the website.

ACTION: Item for Amenities Committee to consider.

19. LITTER PICKING TENDERS

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960 and because of the confidential nature of the business to be transacted, the public and press were excluded from the meeting during the consideration of the Litter Picking Tenders

Cllr Haigh **PROPOSED** Shelley and Ryan Malone be awarded the street litter picking contract at £9phr for thirty hours over a four-week period, the Living Wage, and the Recreation Ground litter picking contract at £189 per month for 45 minutes per day. The Council will pay for litter pickers, hi-vis jackets, hoops and bags; **SECONDED** by Cllr Harvey; **AGREED UNANIMOUSLY**. The contracts will run until 31 October 2022.

Date of next meeting: Tuesday 27 August 2019

There being no further business the meeting closed at 10.05pm

Signed as a true record of the meeting:

Chair
27 August 2019