

DUNTON GREEN PARISH COUNCIL

MINUTES of a Meeting held at Dunton Green Pavilion on Tuesday 10th MAY 2016 at 7.30pm

1. ELECTION: CHAIRMAN

The Council was requested to elect a member to the following position:

1.1 Chairman: Cllr. Bayley

Election of this candidate was Proposed - Cllr. Tingley, Seconded - Cllr. Hersey and Agreed.

2. DECLARATION OF ACCEPTANCE OF OFFICE

The Chairman signed a declaration of acceptance of this office, witnessed by the Clerk.

3. PRESENT / APOLOGIES

Present: Cllrs. Bayley, Mrs. England, Piper, Tingley, Miss Guy, Carrol, Hersey, Lockety, Mrs. Monks, Lapham, Mrs. Gomes-Chodynietcki (late arrival)

Apologies: Cllr Mrs Bayley (SDC)

In attendance: Tracy Godden (Clerk), Cllr Parry (KCC), Alberta Atkinson (SDC) and Martin Hazelwood (resident)

4. ELECTIONS: CHAIRMAN / VICE CHAIRMAN / COMMITTEES

The Council was requested to elect members to the following positions:

4.1 Vice-Chairman: Cllr Mrs. England

Election of this candidate was Proposed - Cllr. Tingley, Seconded - Cllr. Lapham and Agreed.
The Vice-Chairman signed a declaration of acceptance of this office, witnessed by the Clerk.

As a result of Cllr. Parry needing to attend another meeting it was agreed that the Public Session should be pulled forward to enable him to speak and then attend his subsequent engagement on time.

Meeting adjourned.

10. PUBLIC SESSION

Cllr. Parry congratulated the Chairman on his re-election.

Cllr. Parry confirmed that he had, at quite short notice, the opportunity to drive about the roads of Sevenoaks West this coming Friday, 13th May with KHS Highways Engineers. He asked members if there were particular areas or features of the Parish which they believed should be viewed by him and the KHS Engineers on Friday, especially if they believed that work is required, to e-mail him the location and details of the issue before 10pm on Thursday 12th May.

ALL

The Annual Meeting of KCC takes place on Tuesday 17th May and it seems likely that David Brazier (Sevenoaks North East) will be appointed as Deputy Chairman.

There were no comments from members of the public.

Cllr. Parry left the meeting.

Meeting resumed.

4. ELECTIONS: CHAIRMAN / VICE CHAIRMAN / COMMITTEES

The Council was requested to consider the appointment of the following committees and, if appropriate, to elect members to the following positions:

4.2 Finance & General Purposes Committee: Cllrs. Bayley, Mrs England, Tingley & Hersey

Election of these candidates was Resolved (Proposed Cllr. Lockety, Seconded Cllr Mrs. Monks and

Agreed).

4.3 Community Amenities Committee: Cllrs. Bayley, Mrs England, Lapham & Mrs. Monks
Election of these candidates was Resolved (Proposed Cllr. Tingley, Seconded Cllr. Piper and Agreed).

4.4 DG Pavilion Committee: Cllrs. Bayley, Mrs. England, Mrs. Monks, Mrs. Gomes-Chodyniecki, Lockey & Piper
Election of these candidates was Resolved (Proposed Cllr. Tingley, Seconded Cllr. Lapham and Agreed).

Cllr. Bayley suggested that the Parish Council should give due consideration to longer term planning and in order to start this it would be a good idea to set up a new committee tasked with looking specifically at the Parish Council's hopes & ambitions for the future.

4.4a Aspirations & Future Plans Committee: Cllrs. Bayley, Lockey, Piper, Miss Guy & Carrol
The establishment of this Committee and the election of these candidates was Resolved (Proposed Cllr Mrs. Monks, Seconded Cllr. Hersey and Agreed).

Terms of reference for the committees are to be agreed at the first meeting of each of the committees.

The Council was requested to elect members to the following positions:

4.5 Councillor responsible for Allotments: Cllr. Hersey
Election of this candidate was Resolved (Proposed Cllr. Tingley, Seconded Cllr Mrs. England and Agreed).

The Council was requested to consider the validity of the following positions on outside bodies and, if appropriate, to elect members to the following positions:

4.6 KALC Representative: Cllrs. Hersey and Tingley
Election of these candidates was Resolved (Proposed Cllr. Lockey, Seconded Cllr. Piper and Agreed).

4.7 Representative on Village Hall Management Committee: Cllr. Piper
Election of this candidate was Resolved (Proposed Cllr Miss. Guy, Seconded Cllr. Tingley and Agreed).

4.8 Representative on Donnington Hall Management Committee: Cllr. Piper
Election of this candidate was Resolved (Proposed Cllr. Bayley, Seconded Cllr Mrs. England and Agreed).

4.9 Representatives on the Fort Halstead Working Group: Cllrs. Hersey and Mrs. England
Election of these candidates was Resolved (Proposed Cllr. Tingley, Seconded Cllr. Carrol and Agreed).

5. MINUTES OF THE COUNCIL

The minutes of the meeting held on Tuesday 12th April 2016 were approved as a true record.
Proposed - Cllr Mrs. Monks, Seconded - Cllr. Lockey and Agreed.

6. DECLARATIONS OF INTEREST IN AGENDA ITEMS

None.

7. GENERAL ADMINISTRATION

7.1 Member Dispensations & Non Pecuniary Interests: Requests for dispensations to be submitted to the Clerk for approval.
None.

8. CLERK'S REPORT

Nothing to report not covered by agenda items.

9. **REPORTS OF URGENT ACTIONS** taken by the Clerk in consultation with the Chairman.
There had been a requirement between the April & May meetings to write & have signed 5 cheques. Councillors, having reviewed the supporting documentation, signed these and urgency certificates to confirm the action. Details of the cheques and payees are available under 'Accounts for Payment', Item 13 below.
10. **PUBLIC SESSION**
Nothing further to add - brought forward (before Item 4.2).
11. **COMMUNITY DEVELOPMENT & SAFETY**
 - 11.1 Community Development Officers
 - 11.1a Report
Alberta Atkinson introduced herself to the members of the Parish Council as one of the two Community Development workers assigned to the Dunton Green Project. She advised that there were no Community Safety Unit updates to report back so the feedback would be in relation to the Community Development work. Alberta confirmed that:
 - The new Lunch Club had started on 4th May and that it had been very well attended and was deemed to be a great success. The next session was scheduled for 1st June.
 - Kent Shed publicity was now available and being distributed. The project included funding for a potting shed in Dunton Green for the community gardening aspect of the project and use of the Abacus facility in Greatness for the woodworking/carpentry aspect. Volunteers were still being recruited and Alberta encouraged anyone with any interest to contact her.
Cllr. Bayley commented that some thought should be given to the possibility of making use of the portacabins currently located in the recreation ground if Knockholt Parish Council was having difficulty in making arrangements to take them off site and use them (which had previously been agreed). It would be necessary to look at where one or both might be better located and whether they might be of use, say, to the Kent Shed project.
 - Archery was being provided over the half term week through money awarded from the Youth Diversionary Fund. There were still some places left to book.
 - Youth Dance has about 24 young people attending each week.
 - There is a Health Walk planned.
 - A Youth Forum and an Older Person's Forum were also still being planned.
 - 11.1b Community Garden progress (if not covered under 12.1a above)
Mr Hazelwood, who was in attendance at the meeting, explained that he had been in contact with Kathryn Bone to talk about getting involved in the Community Gardening Project. The Clerk would follow up with Kathryn as there was some debate/query about whether or not she was waiting on an update. It was anticipated that the Community Garden project would be working alongside/with the Kent Shed project and so it was imperative to get at least a small group of people together first.
 - 11.1c Business Forum update (if not covered under 12.1a above)
Both the Chairman and Alberta Atkinson agreed that the last meeting had been very successful with an increase from about 4 to 12 businesses now attending. Good progress was being made.
 - 11.2 PCSO
PCSO Amy Hardy had provided a brief report which was noted.
 - 11.3 Anti-Social Behaviour
It was noted that there was yet more graffiti in the pedestrian tunnel at the station. It was notable that there now seemed to be tags and comments from two separate offenders (one tagging, one writing offensive racist phrases) who appeared to be competing for the space. There were also reports of a number of school age people having been seen in and around the recreation ground during school hours. The Clerk was asked to bring this to the PCSO's attention.
 - 11.4 Youth Provision

11.4a Play Place

Play Place had provided a quotation for an Arts Awards course (based around photography and linking in with the Parish Council's photographic competition) to run for 5 weeks (six sessions in total, including a more practical session at the village picnic) from after the May half term through to July. Participants would be eligible for an AQA qualification if they successfully complete the course. There was a query regarding the budget breakdown for the scheme (total £1485) in relation to a Management Contingency element of £248. It was Proposed - Cllr Lockey, Seconded - Cllr. Piper and Agreed that subject to satisfactory explanation of the management Contingency fee (and ideally a reduction in that fee) that Play Place should be instructed to proceed with setting up & running this programme from 2nd June, funded by DGPC.

11.5 Speedwatch

Cllr Mrs. England confirmed that she had made arrangements for sites in both Knockholt and Dunton Green to be risk assessed for use for Speedwatch. Knockholt PC has the equipment available for DGPC to use and it was suggested that perhaps on successful completion of the assessments on 26th May that if Speedwatch could be established in both villages there might be an opportunity to swap teams (so Dunton Green monitoring in Knockholt and vice versa). There were now four trained parish councillors in Dunton Green and it would be useful to promote the scheme amongst residents to get them involved.

12. FINANCE

12.1 The Clerk presented the Council with a summary Bank Reconciliation to 29th April 2016, which was noted and approved (Proposed - Cllr Mrs. Monks, Seconded - Cllr Miss. Guy and Agreed).

Cash in hand 01/04/2016			59,171.32
ADD			
Receipts 01/04/2016 - 29/04/2016			54,285.77
			113,457.09
SUBTRACT			
Payments 01/04/2016 - 29/04/2016			12,974.94
A: Cash in hand 29/04/2016			100,482.15
Cash in hand per Bank Statements			
Current 29/04/2016		13,187.00	
Reserve 29/04/2016		88,957.33	
			102,144.33
Less unrepresented cheques			
4333: Teambase office & pavilion supplies	38.99		
4347: Mrs Hersey (cistern handle)	6.15		
4349: KALC Subscription	756.96		
4350: Palmstead Nurseries	372.60		
4352: Sam Rogers Tree Care	487.48		1,662.18
			100,482.15
Plus unrepresented receipts			0.00
B: Adjusted Bank Balance			100,482.15
A=B Correct			

13. ACCOUNTS FOR PAYMENT

13.1 It was resolved (Proposed - Cllr. Lockey, Seconded - Cllr Mrs. Gomes-Chodynietcki and Agreed) to approve for payment a list of cheques (with supporting documentation) as detailed below.

Payment Details:

Cheque No.	Details	Sub	VAT	Total
DD	B&CE HSM Ltd (The People's Pension) (paid 12/04/16)	193.53		193.53
DD	SAGE UK Ltd Payroll software (paid 16/04/16)	4.00	0.80	4.80
DD	BT Telephone & Broadband (paid 08/04/16)	16.63	3.33	19.96
DD	E.On Electricity (pavilion Feb Mar paid 08/04/16)	96.30	4.82	101.12
DD	E.On Gas (pavilion Feb Mar paid 08/04/16)	203.54	40.71	244.25
DD	E.On (UMS elec for street lighting Mar 2016 / paid 22/04/16)	260.87	52.17	313.04
DD	E.On Electricity (pavilion Feb Mar paid 29/04/16): actual meter reading supplied and account up to date	389.66	77.93	467.59
DD	E.On Gas (pavilion Feb Mar paid 29/04/16): actual meter reading supplied and account up to date	191.82	38.36	230.18
4348	UC 021/2016 Kent County Playing Fields Association Subscription 2016/17	20.00		20.00
4349	UC 022/2016 KALC Membership Subscription 2016/17	630.80	126.16	756.96
4350	UC 023/2016 Palmstead Nurseries Copper Beech tree	310.50	62.10	372.60
4351	UC 024/2016 SDC Printing of new format newsletter	900.00		900.00
4352	UC 025/2016 Sam Rogers Tree Care Tree maintenance works	406.24	81.24	487.48
4353	SDC Cleaning of Mill Rd & Recreation Ground Apr 2016	123.00	24.60	147.60
4354	KALC Councillor Training (Dynamic Cllr Workshop)	60.00	12.00	72.00
4355	Teambase Pavilion & Office supplies	106.88	21.38	128.26
4356	Pulse Cleaning Systems Ltd May pavilion cleaning	462.32	92.46	554.78
4357	Kick Kent Sports Development Scheme 24/5-19/7	360.00		360.00
4358	Express Keys & Lock Services Kitchen cupboard locks	360.00	72.00	432.00
4359	Alan J Davies Grounds Maintenance April 2016	597.00		597.00
4360	Streetlights Annual Maintenance Contract (Payment 1/ 2)	765.58	153.12	918.70
4361 - 4362	Staff salaries & expenses May 2016	1988.44		1988.44
4363	Scott Stubbs (Scott Elvis - tribute act for picnic)	150.00		150.00
DD	B&CE HSM Ltd (The People's Pension) (due 12/05/16)	187.10		187.10
DD	SAGE UK Ltd Payroll software (due 16/05/16)	4.00	0.80	4.80
DD	BT Telephone & Broadband (due 09/05/16)	50.34	10.06	60.40
DD	E.On (UMS elec for street lighting Apr 2016 / pay 23/05/16)	252.54	50.51	303.05

14. PLANNING

14.1 CURRENT PLANNING To consider the applications and to resolve to agree recommendations.

14.1a	
Application Number:	SE/16/00954/MMA
Location:	Former West Kent Cold Store Rye Lane
Development:	Minor material amendment to application SE/15/03741/MMA relating to the redevelopment of the site comprising of 500

	residential units, 2300 sqm of commercial floorspace and a 460 sqm medical facility together with associated access roads, car parking, landscaping and open space. Proposed amendments to show design and layout changes to Phase 7B.	
Recommendation:	No Comment Proposed – Cllr Mrs. England, Seconded – Cllr Mrs. Gomes-Chodynieski and Agreed (1 vote against)	Clerk
14.1b		
Application Number:	SE/16/00979/FUL	
Location:	Dunton Green Free Church Station Road	
Development:	Demolition of existing disused D1 Church building on the site and erection of 4 nos. C3 semi-detached houses and 1 no. C3 detached house with 5 secure and covered cycle stores, 5 secure and covered refuse storage and 8 car parking bays with electric charging points along a mews.	
Recommendation:	No Comment / Comment Only Proposed – Cllr. Lapham, Seconded – Cllr Mrs. Monks and Agreed (1 vote against) The following concern would be included in the response to SDC: <i>'Whilst the parking provision on this site appears to meet the guideline requirements (for which the Parish Council requests further clarification) the Parish Council remains concerned that those guidelines/requirements are wholly inadequate and unrealistic given the reality of car to house ratios in the area. There is virtually no on-street parking availability in the immediate vicinity and 1.5 parking spaces per dwelling is entirely insufficient. This is an issue throughout the village and the problems that not having a realistic level of parking attributed to a development create can already be seen on the new Ryewood Meadows estate in the village.'</i>	Clerk
14.1c		
Application Number:	SE/16/01223/HOUSE	
Location:	10 Ryewood Cottages Rye Lane	
Development:	Erection of single storey outbuilding	
Recommendation:	No Comment Proposed – Cllr Mrs. England, Seconded – Cllr Miss. Guy and Agreed	Clerk

14.2 PLANNING NOTIFICATIONS It was resolved to note the decisions from SDC or the Planning Inspectorate.

14.2a	REFUSAL OF PLANNING PERMISSION
Application Number:	SE/16/00212/LBCALT
Location:	Donnington Manor Hotel London Road
Development:	Replace the existing fence around the north eastern and south eastern boundaries of the hotel car park, fitting lights around the perimeter of the fence. Replace the floodlights in the car park.
Refusal:	The proposal would cause harm to the setting of a listed building contrary to policy SP1 of the Core Strategy, policy EN4 of the Allocations and Development Management Plan and the NPPF
14.2b	GRANT OF PLANNING PERMISSION
Application Number:	SE/16/00831/HOUSE
Location:	86 London Road
Development:	Ground floor rear extension and loft conversion with rear dormer. With various internal and fenestration alterations.
Grant:	Subject to conditions
14.2c	GRANT OF PLANNING PERMISSION
Application Number:	SE/16/00768/HOUSE
Location:	Great Dunton Farm House London Road
Development:	Alterations of existing garage attic space, into habitable space, and addition of three roof lights and glazed gable end.

Grant:	Subject to conditions
14.2d	WITHDRAWN
Application Number:	SE/16/00352/HOUSE
Location:	2 Shabhall Cottages Morants Court Road
Development:	Erection of an entrance porch and two storey rear extension to existing property

14.3 Community Infrastructure Levy (CIL)

The Clerk confirmed that under The Community Infrastructure Levy Regulations 2010 (as amended) Dunton Green Parish Council has been awarded CIL monies. Sevenoaks District Council has received CIL receipts from development that has commenced in the parish's area between 1st October 2015 and 31st March 2016 and as a result of this a total of £2,646.88 has been paid into the Parish Council's account.

The Clerk reminded members that under the above CIL Legislation, there are clear restrictions as to what you can spend the money on. The payment was made up of £1,588.13 under Section A and £1,058.75 under Section B.

Section A represents proportions of CIL receipts as laid out in Section 59A of the CIL Regulations where SDC has a duty to pay DGPC. The money received under A can only be spent on the following: i) The provision, improvement, replacement, operation or maintenance of infrastructure; ii) Anything else that is concerned with addressing the demands that development places on an area. (Note - The Planning Practice Guide - Section 071 - 82 - Community Infrastructure Levy provides further advice as to what the above definition in particular ii) includes. Section B is the equalisation of CIL receipts paid at the discretion of the Sevenoaks District Council Cabinet, to ensure DGPC receives 25% of all the CIL monies secured in its area at the highest rates set out in the CIL charging schedule. The money received under Section B can be spent on the provision, improvement, replacement, operation or maintenance of infrastructure only.

There were a number of infrastructure projects that this money could be earmarked for including the possible re-asphalting of the station footpath, lighting in the MUGA area and the installation of toilets in the changing rooms at the pavilion.

It was also noted that whilst this money did not have to be spent immediately the Clerk must submit an annual report to SDC confirming funds received and how they have been spent or allocated to a project. The monies must, however, be spent within 5 years of receipt.

15. RECREATIONAL FACILITIES AND COMMUNITY AMENITIES

15.1 Pavilion

a) WKCS S106 Community Facilities Fund: DGPC Recreation Ground Project

To receive a progress update to include snagging list

The Clerk advised that she had received confirmation that everything required for BREEAM had been received so this should be completed. There were still ongoing issues regarding confirming exactly what was left on the snagging list to complete (although it was known that there are mechanical & electrical items that do need to be finished) and that the architect was following up on this. The Clerk had also been advised that the building contractor's administrators had been in touch with the architect once again. It had been proposed by the administrator that a sum of £300 be paid to bring everything to a conclusion. It was agreed in principle that this could be paid if it was established whether or not the Parish Council was likely to have any excess capital following completion of the snagging list. The Clerk would liaise with the architect.

Clerk

b) General

It was noted that the Pavilion Committee had not met for some time and that there were now a number of matters that needed to be discussed. A date & time for a meeting would need to be arranged.

Clerk

Cllr. Hersey commented that when discussing plans for the building in the initial stages it had been suggested that it would be good to have a community bookshelf whereby residents could donate & take books as they so wished. It was Proposed - Cllr. Lockey, Seconded Cllr. Lapham and Agreed that this initiative be started. It was also agreed that a wooden shelving unit currently housed in the outside store could be adapted to be used as a book shelf and that Cllr. Hersey would look at what was required.

Clerk

GH

15.2 Recreation Ground**a) Play equipment**

The Clerk confirmed that the youth shelters were now in full working order (Bluetooth & lights); the vegetation issue needed to be checked.

Clerk

b) General

Cllr. Lapham advised that it had been commented to him that an extra bench or two in the children's play area might be beneficial for parents waiting with children. It was agreed that members should take a look at the area (understanding that there was a need to keep the area open for play and not block any access routes) and discuss this at the next meeting. Clerk to add to June agenda.

ALL

Clerk

The new tree required regular watering. Cllr. Hersey advised that he was doing what he could but asked if Cllrs. Lapham and Mrs. Gomes-Chodynieski might also be able to assist which they indicated they would. Cllr. Bayley thanked everyone who had been involved in the digging of the hole and the planting of the tree in the recreation ground.

GH AL
AGC**15.3 Grounds Maintenance****a) Comments / feedback**

Cllr Mrs. England and the Clerk had walked around the village that afternoon with the contractor identifying items that needed attention. Members were asked to look out for when work had been completed on DGPC land and feedback any observations.

ALL

15.4 General Projects / Updates

No updates.

15.5 Long term planning & Parish Council aspirations (to include recreation land expansion feedback)

As per Item 4.4a a new committee had been established to look at future aspirations. There had been some feedback to a recent article in the Sevenoaks Chronicle regarding the expansion land to the east of the recreation ground and a call for suggestions as to what the Parish Council might consider doing with the land in the future. These suggestions were noted and would be put on file for future consideration.

Clerk

16. ALLOTMENTS

It was noted that further to the April meeting, the Clerk had confirmed with the Social Club that there were to be no increases in their allotment charges. There would therefore be no increase in the Parish Council's charges and so renewal paperwork had been issued to the Parish Council's plot holders advising them of this.

17. FOOTPATHS (Public Rights of Way)

It was noted that the footpath at the back of Ryewood (from the estate to Pounsley Road) had now been opened.

18. HIGHWAYS AND TRANSPORT

Nothing to report.

19. LIGHTING

The Clerk informed members that the street lighting maintenance contractor had advised that the Parish Council's inventory was suitable for upgrading to LED lights. Whilst this was of interest it was felt that having only relatively recently changed the lighting from Mercury to SON there was no immediate need to upgrade (albeit there would be longer term costs savings as a result of LEDs being far more energy efficient). For the time being the Parish Council would wait to see the outcome of tests being carried by KCC for its inventory. This would also allow proper budgetary planning for such an exercise.

20. EVENTS / ACTIVITIES**20.1 DGPC Events for 2016: feedback &/or progress updates (where applicable)****a) Events Working Group**

The group had met and Cllr. Lockett had provided a written summary of the discussions

- that had taken place, which was noted.
- b) Councillors were reminded that a litter pick had been arranged for Thursday 12th May meeting at 6.30pm at the Pavilion. ALL

20.2 Other events

- a) Events being organised by SDC as part of the Dunton Green project
Nothing additional to report.

21. COMMUNICATION

21.1 Newsletter

The Summer edition was being prepared by the Chairman and the Clerk. There were no details as yet with regard to when the magazine would be ready for delivery but it was anticipated that this would be mid/end of the month to allow ample time for delivery before the Village Picnic. The Clerk would confirm with Cllr. Tingley when she knew when the newsletter would be available and Cllr. Tingley could then make arrangements with members and other volunteers for deliveries to be made.

IB
Clerk
Clerk
BT

21.2 Website / Media / Technology

It was noted that the Facebook page was going well although opportunities to improve its effectiveness should be taken.

21.3 Logo

Cllr. Carrol had been working on developing a final version of the logo based on feedback from members. It was Proposed - Cllr Miss. Guy, Seconded - Cllr Mrs. Gomes-Chodynieski and Agreed that the version presented at the meeting should be approved and brought into use immediately.

Clerk

22. CORRESPONDENCE FOR DECISION / ACTION

Gatwick Airport	Invitation to nominate a Community representative for the Gatwick Airport Noise Management Board (NMB) It was agreed that there would be no nomination for a representative of Dunton Green Parish Council to the NMB
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FROM RESIDENTS / BUSINESS OWNERS / LOCAL ORGANISATIONS

Faithworks	Request to (possibly) hold a barbeque at the recreation ground on Sunday 14 th August It was agreed that permission could be granted on the understanding that this was to be an organised BBQ taking place in a cordoned off/designated area and on the proviso that Faithworks hold the appropriate public liability insurance.
Residents	Feedback following article in the Sevenoaks Chronicle regarding recreation land expansion Noted (as per Item 15.5).

Clerk

FOR INFORMATION

The items of correspondence below were NOTED by the Parish Council:

Clerk & Councils Direct	May 2016
KCPFA	Invitation to AGM 18/5/16 7pm Aylesford Rugby Club

23. INFORMATION PURPOSES

23.1 Saturday Freight Service: 11th June 2016 - noted.

23.2 Cllr. Hersey commented that many other parish councils followed a different procedure with regard to public sessions taking place at the beginning and end of Parish Council meetings so that they fall outside of the main agenda. This means that there is an opportunity to talk informally with members of the public and there was no need to interrupt the main meeting. The public sessions would still be time restricted. It was Proposed - Cllr. Hersey, Seconded - Cllr Mrs. England and Agreed that with effect from the June meeting Public Sessions should take place prior to and after the main meeting.

Clerk

23.3 Cllr. Bayley confirmed that he had reciprocated Isabelle Mercer's attendance at the April meeting and confirmed that he had attended a recent Riverhead Parish Council meeting.

24. **PUBLIC SESSION**

None.

25. **DATE OF NEXT MEETING**

25.1 Date of next meeting

Scheduled: Tuesday June 14th 2016 at Dunton Green Pavilion

The meeting closed at 9.41pm.