

GREAT WALTHAM PARISH COUNCIL

Minutes of the Annual Meeting of the Parish Council held on Tuesday 10th May 2011 at The Old Fire Station, Great Waltham.

1. Signing of Declaration of Acceptance of Office and Acceptance of the Code of Conduct by all elected members of the Parish Council, and updating/completion of the Registration of Interests Form .

Members present signed the declaration of acceptance of Office and acceptance of the Code of Conduct. Members were issued with Registration of Interests forms which were to be completed and returned to the clerk within 28 days.

2. Record of Members present

Chair: Mr A Micklem

Councillors: Mrs Patch, Mrs Farrant, Messrs, Bell, Blaber, Jackson, Leyde, Steel, Braisby and Huggins. Also present: County Councillor John Aldridge, Mr R Welch and Mr W Adshead-Grant.

3. Election of Chair.

Mr A Micklem was elected.

4. Declaration of Acceptance of Office and Acceptance of the Code of Conduct by Chair.

Mr Micklem then signed the declaration of acceptance of office, as Chair.

5. Election of Vice Chair.

Mr Steel was elected.

6. Apologies for Absence

Were received from Borough Councillor Delmas Ashford and PCSO Ian Hilton.

7. Declarations of interests (existence and nature) with regard to items on the agenda.

There were no interests recorded.

8. Public Participation session with respect to items on the agenda.

Mr R Welch referred to planning application 11/00560/FUL 43, Cherry Garden Road, Great Waltham for construction of hard standing over greensward. He indicated that the proposed driveway would serve nos. 43 and 45, Cherry Garden Road, and would potentially remove three cars from the highway. The proposals had been approved by CBC Parks and Heritage department who had indicated that tarmac was preferred with posts to prevent over-run of the grassed arease by other vehicles. Mr Welch indicated that parking in Cherry Garden Road was not good and on occasions was not possible. He reported that his own vehicle had been hit twice whilst being parked on the road with damage costing £1,500 to repair. Cherry Garden Road was narrow and oil delivery vehicles and other large vehicles parked on the footway with resultant damage to kerbs (this was currently being rectified).Maintenance of the proposed driveway and the grass around the posts would be carried out by the residents to keep the area looking tidy. The existing footway would be incorporated as part of the drive. In answer to a question raised Mr Welch indicated that neighbours had not objected to the proposal.

9. Public Open Session – for any other items

County Councillor John Aldridge spoke about outstanding highways issues . He also reported that County Councillor Tracey Chapman has succeeded County Councillor Norman Hume as Cabinet Member for Highways and Transportation. County Councillor Aldridge was informed of delays and frustration with some of the outstanding issues in the Parish the overall message being that the system of reporting and action at Mid Essex Area Highways was not working at all well. County Councillor Aldridge agreed to take this back to ECC.

County Councillor Aldridge also referred to the County Council's standard on Child Safety where improvements had been made.

10. To co-opt a councillor to fill the vacant seat.

Three applications have been received to fill the vacant seat. Application forms had been sent to each applicant and a meeting would be arranged to speak to each applicant with a view to co-opting to the vacant seat at the meeting to be held on 20th June 2011.Mr Jackson and Mr Micklem would attend the meeting to talk to the applicants. CBC would be informed of the procedure.

11. To review the terms of reference for committees and appointment of Committees, as follows.

(a) Finance and General Purposes Committee (Chair, Vice Chair plus four councillors)

Chairman, Vice Chairman, Mr Jackson, Mrs Farrant, Mr Blaber and Mr Braisby were elected.

(b) Recreation Committee (Chair, Vice Chair plus five councillors)

Chairman, Vice Chairman, Mr Leyde, Mr Huggins, Mr Bell and Mrs Patch were elected. This left one vacancy. The appointment of an additional member would be left for the time being and determined following the co-option of the additional councillor.

(c) Emergency Planning Sub Committee (Chair, Vice Chair plus three councillors representing all areas of the Parish)

Chairman, Vice Chairman, Mrs Farrant, Mr Jackson and Mr Blaber were elected.

(d) Planning Committee (All members of the Council are represented on this Committee and are called to full meetings of the Council which are dedicated to planning).

All councillors were elected.

12. To carry out reviews as required by the Standing Orders:

i. Review of arrangements, including any charters, with other local authorities and review of contributions made to expenditure incurred by other local authorities.

It was reported that the ECC Concordat had now expired and that the only Charter now in operation was that with CBC. There were no contributions made to expenditure incurred by other local authorities.

ii. Review of representation on or work with external bodies and arrangements for reporting back.

This was covered by the appointments made in agenda items 13,14,15,16,18,19, and 20 following.

iii. In a year of elections, if a Council's period of eligibility to exercise the power of well-being expired the day before the annual meeting, to review and make arrangements to reaffirm eligibility.

The Parish Council had adopted the Power of Well-being on 18th January 2010 (Minute 14). The period of eligibility had expired on the 9th May 2011. To re-adopt the power of wellbeing criteria needs to be satisfied. The criteria was satisfied with the exception of the requirement for 80% of councillors to be trained in the Power of Wellbeing. This currently stood at 64%. It was agreed to make enquiries regarding training for Mrs Patch, Mr Leyde, Mrs Farrant and the councillor to be co-opted. It was also agreed that the Statement of intent as to Community engagement should be reviewed.

iv. Review of inventory of land and assets including buildings and office equipment.

A copy of the current Asset register was circulated to the meeting.

v. Review of the Council's and/or employees' memberships of other bodies.

It was noted that membership of the following other bodies existed/would be made.

Essex Association of Local Councils

Association of Chelmsford District Parish Councils

Chelmsford Borough Council – Planning Forum

Great Waltham Village Hall Committee

Great Waltham and Ford End Churchyard Committee

Great Waltham Community Network

Great Waltham Parish Jubilee Twinning Association

Representation on Great Waltham and Ford End Primary School Councils.

Clerk is a member of the Society of Local Council Clerks

Members of the Council were also represented on:

Community Speedwatch

Neighbourhood Watch.

vi. Review the Council's complaints procedure.

The relevant information, as contained within the Standing Orders of the Parish Council, had been circulated and was reviewed.

vii. Review of the Council's procedures for handling requests made under the Freedom of

Information Act 2000 and the Data Protection Act 1998.

The relevant information, as contained within the Standing Orders of the Parish Council and supplementary paperwork had been circulated and was reviewed.

13. Appointment of Essex Association of Local Councils representatives (Chair, Clerk plus one councillor)

It was agreed that the Chairman, Mr Blaber and the Clerk be appointed.

14. Appointment of Association of Chelmsford District Parish Councils representatives (three councillors)

Mr Jackson, Mr Blaber and Mr Bell were elected.

15. Appointment of representatives to the Chelmsford Borough Council Planning Forum

The Chairman of the Planning Committee was elected and any other members who wish to attend.

16. Appointment of representative on Great Waltham Village Hall Committee (one councillor).

Mr Braisby was elected.

17. Appointment of Charity Trustees

- (a) **Church Housen Trust - (one trustee for a four year period** – Mr J Clark the current trustee was prepared to continue in the role of trustee and was duly reappointed. Mr Clark was thanked for his continuing service.

18. Appointment of a representative on Great Waltham and Ford End Churchyard Committees (one councillor)

Mr Micklem was elected

19. Appointment of a representative on Great Waltham Community Network (one councillor)

Mr Huggins was elected.

20. Appointment of representatives for Great Waltham Parish Jubilee Twinning Association (Chair plus two other nominations)

Mr Micklem, Mr Steel and Mr Blaber were elected.

21. Inspection of Parish Deeds, Agreements and Other documents.

The documents were 'laid on the table' for inspection.

22 Confirmation of the Minutes of the Monthly Meeting held on 18th April 2011.

The Minutes were confirmed and signed.

23. Adoption of Committee Reports.

There were no committee reports to adopt

24. Report of Planning Applications determined by the LPA's since the last meeting.

A report of planning applications determined since the last meeting was given.

25. To comment on the following planning applications.

(a) 11/00560/FUL 43, Cherry Garden Road, Great Waltham for construction of hard standing over greensward.

Comments: Whilst the Parish Council has a great deal of sympathy with the parking situation in Cherry Garden Road, they are greatly concerned about the formation of driveways across the grassed areas in the road and the subsequent loss of amenity. The Parish Council is also concerned regarding the progressive erosion of these grassed amenity areas by this and former applications which could result in further forthcoming applications and the subsequent loss of further open space.

The Great Waltham Village Design Statement say at page 7 paragraph 'Notable features of the village are the numerous and varied open spaces' and the guidelines indicate 'Existing open spaces must be retained'.

The Parish Council would prefer an option of lower boundary posts and mesh being inlaid into the grassed area to provide an accessible driveway which would allow the grass to grow through thus retaining the visual amenity.

(b) 11/00388/FUL 47 Woods Road, Ford End for formation of parking bay to front of property.

Comments: The Parish Council does not support the use of highways verge for the provision of private parking resulting in the loss of amenity and the complete loss of this narrow grass verge. The Parish Council further comment that if planning permission is given for this application then CBC must ensure that a condition is made for the ditch to be piped for drainage purposes according with a full engineering specification.

(c)11/00529/LBC Breeds Farm, Breeds Road, Great Waltham for change of use of redundant barns (except modern conservatory) to single dwelling.

Comments: The Parish Council supports this application. A condition should be made that any trees and hedges removed during the development of this application should be replaced with native species.

(d) 11/00528/FUL Breeds Farm, Breeds Road, Great Waltham for change of use of redundant barns (except modern conservatory) to single dwelling.

Comments: The Parish Council supports this application. A condition should be made that any trees and hedges removed during the development of this application should be replaced with native species.

26. Clerk's monthly report – attached.

26.1 Highways Matters

26.1.1 Village Gateways/Speed reduction features at Ford End. – nothing further has been heard – the clerk is endeavouring to progress this under the 'inspiring ideas initiative.

26.1.2 Bridge at Hartford End Mill. – repairs are underway

26.1.3 Metal projections at Bury Lane Ford – works were not carried out as expected in March 2011 and this matter is being chased.

26.1.4 Verge Opposite The Compasses Public House, Littley Green – nothing further has been heard. This matter is being chased.

26.1.5 Verge and Flooding, Lucks Lane, Howe Street– earth from a local housing development has been heaped on the edge of Lucks Lane ready for spreading to make up the verge and the ditch has been dug out by the contractor before leaving the private development site. Enquiries have been made with ECC regarding the making up of the roadside edge, but little attention has been paid to the request.

26.1.6 Movement of Bus Stop, Howe Street Bus Shelter – nothing further has been heard.

26.1.7 Potholes, Brook Hill, North End – nothing further has been heard.

26.1. 9 Cherry Garden Road – Kerbings – works commenced on 4th April 2011 and are expected to last for a six week period to replace kerbs and resurface footways.

26.2 Speed Indicator Device.

Reports from the Speed Indicator Device are as follows:

Location	Total Vehicles	Average per day	Up to 30mph	30 – 40mph	Over 40mph
Ford End The Turning	8003	1601	3132 (39%)	4438 (55%)	433 (6%)
Main Road, Howe Street facing towards Great Dunmow	3528	543	1724 (49%)	1515 (43%)	289 (8%)
Hatchfields, Great Waltham	7081	1030	3375 (48%)	2751 (39%)	955 (13%)

At Hatchfields, Great Waltham four vehicles were recorded as travelling between 70 and 80mph. Two of these were in the early hours of the day but on 27th April 2011 two vehicles travelled at speeds between 70 and 80mph at 21.15hrs and 21.30hrs.

26.3 Great Waltham School – School Wall Arrangements have yet to be made with two fathers (who are also builders) and a group of labourers to carry out repairs to the low flint rubble wall fronting the school.

26.4 Great Waltham Cycling Village Initiative. – information relating to signing works proposed for Hoe Lane have been forwarded to Essex County Council.

26.5 Speeding and reducing the speed limits – an explanation is awaited from ECC regarding why all of the suggested areas for speed restriction review put forward by the Parish Council have not been included in the list which the County Council is currently working on. The original enquiry was made to ECC on 15th February 2011 and a reply is awaited. The matter is being chased through County Councillor John Aldridge.

26.6 Youth Club – no further progress has been made.

26.7 Adequacy of Broadband throughout the Parish – nothing further has been heard.

26.8 Quiet Lanes – nothing further to report on this matter.

26.9 Special Roadside Verges – areas proposed are awaiting assessment by Essex County Council.

26.10 Winter Maintenance – the salt spreader has been delivered and stored at the container.

26.11 Great Waltham War Memorial - Listing – nothing further has been heard.

26.12 Willow tree between Beehive Public House and Walthambury Stores – nothing further has been heard.

26.13 Transport Needs Survey – was issued together with a pre-paid envelope with the Annual Report and May Parish News. Other posting points are in place in public houses, churches, schools and Walthambury Stores.

26.14 Essex Legacy Open Weekend – an meeting was held between the Clerk and Mr and Mrs Steel on 3rd May. Provisional arrangements have been made for an event to be held at Great Waltham School Field on Sunday 24th July 2011. In the late morning a mass aerobics event will be held on the school field, followed by a family picnic lunch with refreshments provided by the Twinning Association. After lunch there will be an assault course for youngsters (provided by a local gym), a children's entertainer and an international football event between the visiting French exchange group and an England team.

An application has been submitted for a grant towards the costs of the event.

26.15 Unofficial Layby – near Oak House, Main Road, Howe Street - nothing further has been heard regarding this.

26.16 Former Ford End Cricket Field – the latest draft of the agreement has been received and is awaiting checking.

26.17 Refurbishment of street light columns (four) in Great Waltham village. – There has been no progress with this project.

26.18 Mayor of Chelmsford – Annual Civic Service – Sunday 19th June 2011 – the Mayor designate sends a warm invitation to members of the Parish Council to attend the Civic Service at Chelmsford Cathedral on Sunday 19th June 2011 at 11.15am. Seats will be reserved and after the service attendees will be invited to join the Mayor and Mayoress for light refreshments. An attendance slip needs to be returned naming attendees before 3rd June 2011. The Parish Council would not be represented at this event.

26.19 CBC Parish Meeting/Forum - The next meeting of the Parish Councils will be held in the Council Chamber on Tuesday 24th May 2011 at 7pm. In addition to the standard planning updates, this Parish Planning Forum will focus on the emerging localism agenda and in particular Neighbourhood Planning. The twice yearly Parish Event organised by the Borough Council's Corporate Policy and Performance Team is also programmed for May and would cover similar issues related to localism. Therefore, on this occasion CBC have combined these events into this one session where representatives from other council departments will also be present. Mr Blaber and the clerk would represent the Parish Council

26.20 WI Event, Great Waltham Church 25th May 2011 – a Spring group meeting of WI's in the area will be held at Great Waltham Church on Wednesday 25th May 2011. The meeting will be entertained by the Chelmsford Male Voice Choir. The Walthambury WI have requested the use of the Parish Office as a mid- break period for the Choir to take them out of the church whilst refreshments are served and allow them time to rest at the Parish Office. The clerk has provisionally agreed to this. The use will probably be three quarters of an hour in the mid-evening. The use was confirmed.

26.21 Dogs in Play Area – A telephone call and an email have been received complaining about several teenagers in the children's play area with several dogs running loose. The complainant informed them politely that dogs weren't allowed and they responded by putting one of them on a lead. The complainant then told them that they needed to remove the dogs completely and eventually, grudgingly they did. Unfortunately this has not been an isolated incident. The complainant had seen the same group of children with dogs (a Collie type and a Jack Russell) on a further three occasions when she and another gentleman told them again. On several occasions the complainant has cleaned up their dog's poo that has been left behind within the play area as well as outside in the football area. The complainant suggests that the youngsters parent's may not be aware this is going on so maybe in the next Parish News it could be highlighted that if a child or teenager takes a dog to the park, they keep it outside the play area and also clear up any poo. The complainant indicated that they play with their friends without paying attention to the fact their dog is relieving itself. Since receiving the complaint further notices have been displayed at the area and an article will appear in the June Parish News.

26.22 Temporary Road Closure, Pleshey Road, Great Waltham – notice has been given that Pleshey Road, Great Waltham will be closed for up to 5 days for carriageway repairs from 16th May 2011.

26.23 CBC - North Chelmsford Area Action Plan – “Planning for Growth” Ministerial Statement The letter has been sent to the Parish Council because we previously submitted a representation to the North Chelmsford Area Action Plan (NCAAP) Proposed Submission Document. Following the Government's recent Budget proposals the Planning Inspector appointed to examine the NCAAP has

been asked to consider the implications of the DPD in relation to the "Planning for Growth" Ministerial Statement.

In his 2011 Budget the Chancellor of the Exchequer published proposals to help rebuild Britain's economy, including a 'Plan for Growth'. The planning system has a key role to play in implementing this plan and on 23 March 2011 Greg Clark, Minister of State for Decentralisation, made a Written Ministerial Statement - "Planning for Growth" which sets out the Government's commitment to reforming the planning system so that it promotes sustainable growth and jobs. The Ministerial Statement can be viewed at CBC website at www.chelmsford.gov.uk/ncaapexam.

In order that the Inspector can consider any possible implications with regard to the NCAAP he would welcome comments relating to the "Planning for Growth" and other Budget statements. He has requested that any comments should be sent to the Borough Council by 4.45pm on Monday 23rd May 2011. The Borough Council will then have a further week to make a statement in response to any representations received.

The Borough Council wishes to stress that any previous issues raised have been considered by the Inspector as part of the Examination process and comments submitted as part of this process should only be to raise new issues which relate solely to the Ministerial Statement.

Mr Blaber has undertaken to prepare comments for submission by 23rd May 2011 and for ratification at the next meeting.

26.24 Weed and Feed Treatment – Howe Street Playing Field – following the weed and feed treatment carried out by M Freeman and Sons at Howe Street on Friday 6th May 2011 a complaint was received as follows:

'Considering far too much of our Council Tax is spent on the underused Howe Street Playing Field, the spraying that took place this morning (Friday 6th May 2011) was quite ridiculous.

Two contractors wearing very substantial protective clothing sprayed a considerable amount of what we assume to be herbicide on the playing area, enough indeed to leave behind patches of foam. When I walked over to the playing field my eyes began to smart and to make it worse there was a stiff easterly breeze blowing which carried the stench to both Parsonage Lane and Lucks Lane. It was certainly noticed by other residents and there were no warning notices left behind for the safety of the public and it would have been picked up on the feet of animals. Let us be in no doubt if you can smell it, one is inhaling it.

What on earth is wrong with a few Dandelions and Daisys, this is a children's playing field not a bowling green! It is time there was a tightening of the purse strings in this area.

Furthermore apart from a notice warning against dog mess on the entrance gate the Parish Council have never had the courage to ban dogs in the playing field, many local residents oppose this practice for safety of children's health'.

An assurance was given by the contractor that the substance used was safe and that no safety warnings were required. Information relating to the substance used is awaited from the contractor before responding to the complainant.

26.25 Parish Council Insurance – falls due for renewal on 1st June 2011. In view of the increase in cost the clerk has sought a second quotation which appears to be lower. A meeting would be arranged with the Chairman of the Finance and General Purposes Committee to compare the two quotations received and arrangements would be made between meetings for a cheque to be drawn to maintain insurance cover once the insurance arrangements had been agreed.

26.26 Malcolm Taylor – former Borough Councillor Malcolm Taylor was not re-elected at the election held on 5th May 2011. He has written thanking the Parish Council for their support over the past four years. A copy of the full wording of the letter is being circulated to councillors.

A letter of thanks would be sent to former Borough Councillor Malcolm Taylor referring to his loyal and dedicated service to the Parish.

26.27 Speed Indicator Device.

A further report from the Speed Indicator Device is as follows:

Location	Total Vehicles	Average per day	Up to 30mph	30 – 40mph	Over 40mph
Ford End School	9264	1891	2747 (30%)	4947 (53%)	1570 (17%)

27. To adopt the Annual Accounts for the year ended 31st March 2011 – Pre Audit and to sign the Annual Return for the year ended 31st March 2011.

The Annual Accounts were adopted and the Annual return was signed.

28. To confirm and sign the Statement of Assurance which forms section 2 of the Annual Return for Local Councils in England and Wales for the year ended 31st March 2011.

The Statement of Assurance was confirmed and signed.

29. Arrangements for the Annual Assembly

The clerk gave information on the final arrangements for the Annual Assembly.

30. To confirm the continuing membership of the National/Essex Association of Local Councils (Affiliation Fee £426.33- 4.2% increase)

It was agreed that membership should be continued.

31. Children's Play Area- Great Waltham -To consider the next phase/project to be completed in the financial year 2011/2012.

It was reported that arrangements are currently being made for pupils from Great Waltham Primary School to inspect the Pick Up Sticks 6 equipment installed at Barnes Farm Junior School at Springfield.

32. Parish Council Logo

One design for a Parish Council logo has been received. It was agreed that further designs should be encouraged and that the submitted design and a call for further designs would be entered into the Parish News

33. Resurfacing of footways Duffries Close and South Street, Great Waltham.

Mrs Patch called for similar works to those taking place in Cherry Garden Road to be extended to Duffries Close and South Street. The clerk was asked to refer the suggestion to Essex County Council Highways.

34. External Notice Board at the Old Fire Station (Mr Bell)

This item was referred to a sub-committee to discuss all items associated with the Parish Office. Members of the sub-committee would be Mr Bell, Mr Steel and Mrs Patch.

35. Entrance to Parish Office (Mr Bell)

This item was referred to a sub-committee to discuss all items associated with the Parish Office. Members of the sub-committee would be Mr Bell, Mr Steel and Mrs Patch.

36. 'Book Swap' facility at Parish Office (Mrs Patch)

This item was referred to a sub-committee to discuss all items associated with the Parish Office. Members of the sub-committee would be Mr Bell, Mr Steel and Mrs Patch.

37. To correct the Minutes of the Monthly meeting held on 13th December 2010 to amend the recorded payment to the clerk from that mentioned in the minutes to that actually paid by cheque. (ie not £640.53 but £732.00)

The amendment was agreed.

38. To confirm the Chairman's action in agreeing the authorisation to purchase 100 metres of hosepipe to facilitate watering newly sown areas of grass and for other uses from time to time (Total cost £36.93)

The Chairman's action was confirmed.

39. Litter problem at Great Waltham Recreation Ground Car Park and neighbouring property.

The Chairman referred to a litter problem which had been experienced at Great Waltham Recreation Ground Car Park and a neighbouring property where empty cans and bottles had been deposited. The Chairman had circulated information to members between meetings calling for any ideas of how to overcome the problem to be put forward. The Parish Council had installed a barrier to prevent cars from accessing the car park after dark and neighbours to the car park were holders of the key-code. The Police had also been asked to carry out a routine patrol of the area. No other ideas for dealing with the problem were put forward. It was agreed to monitor the situation.

40. Weeds at Ford End Playing Field

Mr Bell and Mr Leyde referred to the weed growth at Ford End Playing field. It was agreed that before any action could be taken that quotations would be invited for the works required.

41. To arrange the spraying of weed growth on the footway between Stumps Cross Ford End and Ford End School at a cost of £10.

It was agreed to arrange for the spraying off of the weed growth at a cost of £10.

42 Accident at embankment slide, Great Waltham children's play area.

The clerk referred to a report received on 3rd May regarding an accident at the embankment slide, Great Waltham Recreation Ground on Monday 2nd May. It was reported that a young man had injured

his back and ripped a 'T' shirt whilst using the slide. It was suggested that the damage had been caused by 'burrs' around the drainage holes drilled in the slide in January 2010. The 'T' shirt was displayed together with a photograph of the injury.

Following the initial report of the accident the slide had been taped off whilst the Chairman and Clerk made an inspection and work was subsequently undertaken to effect repairs to areas which were the suggested cause of the injury.

It was agreed to make an ex-gratia payment in respect of the 'T' shirt of £25. It was also agreed to get the ROSPA inspector to pay attention to this when the annual inspection took place in May 2011. matter.

43. Confirmation of Cheques

Cheques were drawn and signed by two members as follows:

£ 100.00 Transfer to Co-operative bank from Bank of Scotland and to close the Bank of Scotland's account 06003079 in accordance with the recommendation made by the internal auditor.

£ 426.33 Subscription Fee NALC/EALC

£ 456.00 Grounds Maintenance April 2011

£ Annual insurance Premium (see clerks Report – item 26.25)

£ 96.00 Goalpost Sockets

£ 91.67 Stationery

£ 50.00 Salt/fertilizer/seed spreader.

£ 21.97 Preservative for Notice Boards and Bus Shelters.

£ 50.00 Quarterly Broadband charges.

£ 161.97 Litter Bin for Great Waltham Recreation Ground

£ 13.98 Ground Fixing Kit for litter bin.

£ 119.60 Handyman's wages, mileage and out of pocket expenses

£ 372.00 Renovation of areas on Mini Soccer pitch, Great Waltham Recreation Ground and Spray application of weed and feed to Howe Street Playing Field.

£ 838.83 Clerk's salary and out of pocket expenses.

£ 25.00 Ex-gratia payment re damaged shirt.

44. Matters for the next agenda.

(a) To consider Finance for HM The Queen's Diamond Jubilee (Mrs Farrant)

In closing the meeting it was agreed that letter of thanks should be sent to the two retiring members Mrs Teresa Harper and Mrs Sonia Slater.