

Minutes of the Meeting of **Holme Pierrepont & Gamston Parish Council**  
Monday 9<sup>th</sup> September 2024 at 7.15pm in **St Edmund's Church, Holme Pierrepont**

**Members Present:** Cynthia Stacey, John Mason, Janet Hackett, Geoff Prett (Acting Chair), Alun Owen, Richard Fairgrieve & Maria Ubhi

**In attendance:** Julia Barnes (Parish Clerk), County Cllr Roger Upton, Borough Cllr Jonathan Wheeler & Borough Cllr Davinder Viridi

**6066. APOLOGIES FOR ABSENCE**

Cllr Prett addressed the meeting as the Acting Chair and welcomed everyone to the meeting.

Cllr Hackett sent her apologies for a slightly late arrival.

Cllr Tisbury sent his apologies due to being away.

**6067. DECLARATIONS OF INTEREST**

No declarations of interest were made.

**6068. ORDER OF BUSINESS**

Proposed possible deferment of agenda items pertaining to County and Borough Cllrs until their arrival.

**6069. PUBLIC PARTICIPATION**

No members of the public present.

**6070. MINUTES**

**TO APPROVE MINUTES FOR THE MEETING of the PARISH COUNCIL  
HELD ON 8<sup>th</sup> JULY 2024**

Cllr Prett suggested adding that Revd Dr Jonathan Mole and his wife Curate Kristina Mole are both from St Edmund's Church, Holme Pierrepont.

Subject to this amendment Cllr Stacey proposed, and Cllr Owen seconded the motion that the Minutes be approved. Vote was taken, unanimously in favour. Cllr Ubhi abstained as she was not present at the July '24 Parish Council Meeting. Motion carried and Minutes were adopted.

**Cllr Fairgrieve to upload July '24 Parish Council Meeting Minutes to the HP&G PC website.**

Cllr Mason congratulated the Parish Council on the recent summer event explaining that it was very well supported by the public.

## **6071. VILLAGE HALL**

### *Monthly Update*

Cllr Prett read out the Bookings Clerk monthly Village Hall update.

*'All has been well at the hall. Had quite a few parties over the summer and lots of Clay Creator dates in. Clay Creators have also booked in again for October half term.*

*Unfortunately, we have lost ABL (Thursday morning NHS group). They emailed over the summer, their last booking was in August, I'm still waiting for the final payment, but keys have been handed back from them. All other regular payments are up to date.*

*Ann, who was due to run a Pilates class on Friday morning, has postponed her start date to November, she needed a little more time to advertise and gain more interest.*

*A few weeks ago I spent 5 hours deep cleaning the hall, there's still a little more I want to do. I've completed:*

- *Windows and ledges inside and out*
- *Oven*
- *Dusted ceilings*
- *Skylights (not actual window as that's a bit too high)*
- *Skirting boards*
- *Walls*
- *Accessible toilet*
- *Kitchen cupboard doors*
- *Bin*

*I removed all the glasses from the cupboard that are alcohol related, Julia and I spoke about doing this a while ago, they are all in the office in a box. Only one party in the next month which is Saturday 5<sup>th</sup> October.'*

### *Bookings Clerk Enquiry Response*

Clerk noted that there had recently been a couple of occasions where public Facebook comments regarding contacting the Bookings Clerk had been posted, and as a result Bookings Clerk's personal Facebook account had been tagged. After investigation it transpired that the wait time between the enquirer sending a message to the Bookings Clerk and sending the Facebook post was just over 24 hours. Clerk considered this to be an unreasonable expectation for a response.

Discussion took place regarding communicating reasonable service standard for response to the public. Clerk noted that the Bookings Clerk mobile phone needed replacing to enable a reliable answerphone message to be recorded. Cllr Fairgrieve said that he would also add a message regarding typical response time on the Bookings website.

Cllr Fairgrieve proposed, and Cllr Prett seconded the motion that in order to communicate expectation of Bookings Clerk response to enquiries, that a new mobile phone with answerphone message be purchased and a message added to the Bookings website. Vote taken, unanimously in favour. Motion carried.

**Clerk to arrange purchase of new Bookings Clerk mobile phone of a similar specification to the Parish Clerk mobile phone.**

**Bookings Clerk to record answerphone message.**

**Cllr Fairgrieve to add message to the Bookings website as agreed with Bookings Clerk.**

#### *Golden Orchard*

Clerk explained that the Golden Orchard was thriving and thanked the Bookings Clerk, Cllr Fairgrieve and the Brownies for helping to keep it watered over the summer months. However, Clerk noted that the fruit on the eating apple trees had completely disappeared! Although a mystery, Cllr Prett explained that this was a good thing for young trees as all energy was now concentrated on growth of the tree rather than producing fruit.

#### *Banner*

Clerk noted that in the recent high winds the Gamston Village Hall banner had become detached and when she had tried to reattach, the bungee cords disintegrated, as they had been exposed to considerable weathering. Cllr Fairgrieve kindly agreed to resolve.

**Cllr Fairgrieve to securely reattach Gamston Village Hall banner.**

#### *Handy Person*

Clerk explained that she had followed up the potential handy person contact passed to her by Cllr Stacey as advertised in Radcliffe-on-Trent newsagents. Clerk had met with Mervin and described some tasks both at the Village Hall and Play Park that were required and arranged for this work to be completed in the coming weeks. Mervin has a team of staff that he calls upon for various jobs under the name Oddjobber. Clerk is very hopeful that this will prove to be a good replacement to carry out the work previously conducted by David Litchfield. Mervin explained that to be cost effective it was necessary to group a number of small tasks for completion in one visit. Clerk thanked Cllr Stacey for the contact as finding an appropriate replacement for David Litchfield since his retirement in April '24 had proved difficult.

#### *Decking*

Cllr Prett told the meeting about a product called 'Wet & Forget' available through Amazon, which could be sprayed using the existing Covid Solution backpack sprayer on the decking and balustrade at the Village Hall to easily remove green algae. Clerk expressed concern regarding effect of the solution on children and animals. Cllr Prett confirmed that he had used the product, and online information implied no issues.

**Clerk to purchase ‘Wet & Forget’ and arrange for Oddjobber to treat decking area at an appropriate time.**

**Clerk still to check insurance policy regarding liability for accidents if the large Village Hall gates are accessible to hall hirers via a key stored in an outdoor keypad.**

**Concrete drop bolt base still to be created in order to prop open large Village Hall gates.**

**Clerk and Bookings Clerk still to arrange washing of the curtains at a launderette at a convenient time.**

**Village Hall decking and balustrade still to be cleaned of green algae.**

## **6072. PLAY PARK**

**7.40pm Cllr Hackett arrived at the meeting**

### *New Equipment Update*

Clerk explained that before the summer holidays and in time for the Summer Play Day the Phase 1 inclusive new equipment had been installed. Meeting agreed that it looked fabulous and was being very well used. Cllr Prett noted that Rushcliffe Borough Council had distributed a press release relating to the UKSPF funding of our new equipment accompanied with photographs taken at the official launch at our combined Summer Play Day.

### *Sand*

Cllr Mason asked when the sand pit would be cleared away. Clerk confirmed that it would be left until the end of the month whilst the weather conditions are good and removed at the start of October as autumn approaches.

**Clerk to arrange for temporary sand pit to be cleared away at the end of September '24.**

### *Grant Applications Update*

Clerk explained we had been successful in securing £16k of our grant application for £20k capital funding from the Nottinghamshire County Council Local Communities Fund, which was excellent news.

Cllr Prett and Clerk explained to the meeting that they would like the safety net of being able to spend the £4k shortfall from Parish Council reserves in order to complete the Inclusive Play Equipment project, should it be required. Cllr Prett and Clerk explained that there was a possibility that the amount required would be less than £4k. Discussion took place. Cllr Owen proposed, and Cllr Stacey seconded the motion that £4k from Parish Council reserves be ringfenced for the Ambleside Play Park Inclusive Equipment project, should it be required. Vote taken, unanimously in favour. Motion carried.

Discussion took place regarding next phase equipment which includes a large xylophone, and it was noted that this must be positioned with care and consideration for the residents

that live bordering the Play Park. Meeting considered that nearer the middle of the park towards the road may work best but to be advised by Proludic Ltd. Discussion also took place regarding the relocation of the Play Park notice board and signage.

**Clerk to show ringfenced £4k for Phase 2 Inclusive Equipment Project shortfall in monthly summary accounts.**

**Clerk to arrange meeting with Cllr Prett & Kiran from Proludic Ltd at the Play Park to proceed with Phase 2 of Inclusive Equipment project.**

**8pm County Cllr Upton and Borough Cllrs Wheeler & Viridi arrived at the meeting.**

#### *Slow Close Gates*

Clerk explained that she had received one quotation for replacement of the front gate self-closer, from one of the subcontractors that had worked on the installation of the new play equipment. To supply and install one self-closer would be £985 plus VAT, if both were replaced this would be £1600 plus VAT.

Clerk explained that she would like to give South Notts Fabrications (SNF), who relocated the fencing and gate, the opportunity to take a look also. Clerk explained that she had contacted SNF and was awaiting their opinion. Clerk told the meeting that she had locked the gate using cable ties with a message to use the side gate, pending repair of the gate, but that park users repeatedly broke through the cable ties, leaving the gate ajar, ignoring the notice and requiring frequent visits to re-close. Discussion took place regarding the locking of one gate and the responsibility of parents and carers to watch their children whilst using the play park.

**Clerk to move forward Play Park gate repair as a matter of urgency.**

#### *Seating Outside Perimeter Fencing*

Clerk confirmed that County Cllr Upton had explained there may be some community grant funding available to HP&G PC. Discussion took place and it was agreed for Clerk to forward a proposal to Cllr Upton for funds to provide and install a simple bench outside the Play Park fencing at the side of the park for use by dog owners with children. Clerk explained that this would be a standalone package of work outside of any other grant funded enhancements at the Play Park. Cllr Mason noted that he disagreed with this proposal and considered the seating should be within the perimeter fencing.

Cllr Hackett asked if bike loops could also be added to this outer area as children found it difficult to navigate the gate with cycles. Clerk considered that there was maybe not enough space in that area and there were bicycle loops already within the park near the football pitch. Clerk often saw bikes brought into the park area.

**Clerk to forward a proposal to County Cllr Upton for supply and installation of seating for dog owners with children to rest outside the Play Park area.**

### *Leaf Blowing*

Cllr Fairgrieve asked about the plans for keeping the Play Park free from leaves over the autumn. Clerk explained that she was not sure if Gary Arkless was available or able to carry out this task this year. Clerk did not wish to make an assumption and explained that Oddjobber may be an alternative option.

**Clerk to contact Gary Arkless regarding possibility of kindly leaf blowing the Play Park during the autumn.**

**Clerk to add extra Play Park Repairs budget amount to the '25/'26 precept request.**

### **6073. COUNTY REPORT**

County Cllr Upton explained that over the summer period there were no significant County Council issues affecting our Parish to report, other than some progress with the Holme Lane initiative that will be covered later in the agenda.

Cllr Mason asked Cllr Upton why over the last 3 months he had done nothing to remedy the issue of potholes in Gamston and the wider Parish.

Cllr Upton reiterated to Cllr Mason that there is a few million pounds in the total pot to repair the roads. Cllr Upton explained again that he regularly reports potholes online to Notts CC where they are logged, prioritised and repaired in priority order. Cllr Upton explained that he is just as frustrated with the issue and regularly speaks with Laura Trussler regarding repairs in our Parish. Cllr Upton stressed that he has repeatedly asked for Ambleside to be moved up the list for repair, but the answer is that there are not sufficient funds to include Ambleside within scope for repair this year.

Cllr Mason did not accept this as response and asked for Cllr Upton to free up some time to walk the roads of Gamston with him to look at the situation. Cllr Upton, although sympathetic, reiterated that this would not change the situation, that Notts CC are doing their best and walking and looking at the potholes would not make any difference.

Cllr Upton explained that any pothole surrounded with a white line was deemed a danger to life and vehicles, if the line is yellow they are considered less serious. Cllr Upton stressed that everybody was suffering as a result of the state of the roads countrywide. Discussion took place regarding the fact that electric vehicles are generally heavier than the same sized non-electric vehicles and are therefore causing more damage to the roads but currently pay no road tax, however this is changing from April '25. Discussion also took place regarding the impact of potholes to cyclists making cycling on some roads incredibly dangerous.

## **6074. DISTRICT REPORT**

Borough Cllr Viridi congratulated the Parish Council on a highly successful Summer Play Day event with lots of positive feedback that was very well attended.

Cllr Viridi also congratulated the Parish Council on the excellent news that they had been successful in securing funding from the UK SPF.

Cllr Viridi spoke about successful RBC events over the summer including Sunday Cinema, Proms in the Park and Lark in the Park, and mentioned the upcoming Halloween event taking place on 31<sup>st</sup> October '24 along Central Avenue with more details to follow.

Cllr Viridi explained that nominations for the Celebrating Rushcliffe Awards could be made online to highlight and praise any residents that are making a difference across the Borough.

Cllr Viridi noted that Neil Clarke, Leader of RBC had sent an open letter to James Naish MP for Rushcliffe, to urge him to oppose the means testing of pensioners for the winter fuel allowance. Cllr Viridi expressed concern for the 29,000 pensioners living in Rushcliffe, acknowledging that not all of them need it but many do.

Borough Cllr Wheeler spoke about the Greater Nottingham Strategic Plan that was due to be discussed at Full Council next week. Cllr Wheeler explained the rationale that by including agreed development within the plan to meet imposed Government targets, this minimised the chance of unwanted Government intervention. Cllr Wheeler explained that going forward RBC, Parish Council and individuals may be prevented from commenting on planning applications; and also permitted development may be relaxed. Cllr Wheeler told the meeting that they were awaiting any changes to planning legislation that the new government may implement.

Cllr Wheeler explained that the RBC Customer Service Centre had opened in its' new location in WB Library, and noted this is a well-attended building that is easily accessible and can be reached via numerous bus routes.

Cllr Wheeler told the meeting he had been delighted to collect a Nottingham Armed Services Award that had been won by the Proms in the Park event.

Cllr Wheeler spoke about the impact on Lings Bar of the current and proposed developments in the area. Cllr Wheeler stressed that safety and quality of life for the people living, and potentially living in that area, was vital. Cllr Wheeler spoke about the brownfield airport site and the fact that practical and safe connectivity for the proposed 3000 new houses to the Gamston and beyond was imperative.

Cllr Fairgrieve considered that a pedestrian and cycle bridge from the proposed new developments to the land behind Lings Bar hospital seemed a logical solution, noting that this would be close to his home, but seemed the only sensible resolution to the problem, as this would link to an existing cycle and pedestrian path network. Cllr Fairgrieve explained that the alternative would require a motor vehicle to cross the A52.

## 6075. PLANNING

- i) 24/01311/FUL Mr & Mrs J Grant Proposed detached garage. 1 Windermere Close, Gamston, Nottinghamshire, NG2 6PQ.

Deadline for comment : Wednesday 4<sup>th</sup> September '24

Cllr Prett had reviewed the application and concluded the following:

*1 Windermere Close actually faces onto Ambleside and this application is to build a detached garage in the front garden. Hence the build impacts on both Windermere Close and Ambleside. (The house was built with a garage which has since been converted into a room.)*

*There are other properties with detached garages close to Ambleside (e.g. 1 Tilberthwaite Close and 21 Ambleside) so this, by itself, is unlikely to be an issue. The build includes solar panels for powering the garage electrics and electrical vehicles. (The options for adding solar panels to the existing 1 Windermere Close property are limited.)*

*The application form refers to a "detached garage" and the proposed plan shows a garage containing two cars. I have my reservations about its size, external measurements 5400cm wide x 5730cm long. A web search states at least 5500cm wide and 5000cm long for a double garage, with a recommendation of 6000cm wide x 6000cm long. I have insufficient building knowledge to comment on the height of the roof (it's an apex roof which is 4500cm at the highest point).*

*I do not believe that the build will impact on the Windermere Close / Ambleside road junction.*

*I cannot see a strong reason to objecting to the application, but it really needs to be discussed at a parish council meeting.*

It was noted that National Highways had no objection to the plan and meeting agreed a response of DO NOT OBJECT.

**Clerk to submit response to the online RBC planning portal on behalf of the Parish Council.**

## 6076. COUNCILLOR UPDATES

*Sports for All - Summer Play Day*

Cllr Stacey thanked everyone for their time and involvement in such a successful Summer Play Day. Cllr Stacey explained that she had received some great feedback on the event which had been described as 'fabulous and brilliant.' Cllr Stacey was delighted with the £53 donation from the ice cream van to be passed on to the Mayor of Rushcliffe's charity which this year is Soldiers', Sailors' & Airmen's Families Association (SSAFA).



Cllr Stacey explained that the loud hailer proved inadequate for the official opening speech, and we would need to use a PA system next year if possible.

Cllr Stacey noted that there had been an issue with two families not getting a turn on the climbing wall, despite waiting patiently in the queue. Cllr Fairgrieve and Cllr Hackett explained that they had noticed earlier during the event that the climbing wall queue was long and in order to regulate this closed the queue and manned the end position to prevent other children joining. Cllr Fairgrieve explained that at 4pm, with two families still to climb, the operative deflated the climbing wall as he had to be at another venue, which was disappointing, especially for the small number of children that were still waiting.

Cllr Stacey explained that Karen Hewitt the stilt balloon modeller stayed until she had completed her queue of children and invoiced us for a little extra time.

Cllr Owen mentioned that Super Sparkle had unfortunately had technical issues with the functionality of their amp and speaker.

Cllr Owen expressed pleasant surprise at how quickly the entire site was cleared away after the event.

**Clerk to gather Summer Play Day games equipment together and pass to a children's organisation that will be able to make use of it, suggestion to contact Tara's Angels in the first instance as they are a charity local to Gamston.**

Cllr Stacey explained that she had read in the Nottinghamshire Association of Local Councils newsletter of recognition awards including one for Parish Clerks and felt that our Parish Clerk would be worthy of a nomination. Parish Clerk thanked Cllr Stacey for the very kind sentiment but felt uncomfortable with the suggestion of nomination.

### *Holme Lane*

Cllr Owen updated the meeting on Holme Lane progress and confirmed that Steph Walford, VIA Highways Improvements Co-Ordinator had reconsulted by post on Holme Lane and that the deadline for comment had passed (28<sup>th</sup> August '24). Cllr Owen noted that the consultation letter was received at his address arrived on 27<sup>th</sup> August '24, allowing only one day for response. Fortunately, it seems that this was an isolated case, but Cllr Owen suggested in future any documentation relating to the consultation, be delivered in bulk to his address and distributed by hand, to ensure all consultees have adequate time to respond.

Cllr Owen explained that the next step would be for VIA to analyse the results and if objections total five or less, regardless of what these objections are, then the principle of closing the lane would be upheld and the process determined, not the closure itself.

Cllr Upton noted that it was likely that the closure of the road would go ahead in the relatively near future, anticipating Spring '25 as a possible completion date.

**8.50pm County Cllr Upton and Borough Cllrs Wheeler & Viridi left the meeting**

### *Autumn Newsletter*

Cllr Owen explained that a meeting with the Parish Clerk and Susan Toon is arranged to plan the Autumn Newsletter. The newsletter is due for issue in time to advertise the Christmastime at Gamston Village Hall event on Saturday 30<sup>th</sup> November '24.

Cllr Owen told the meeting that he had been finding it difficult to source information regarding groups, clubs and organisations that are based in Gamston.

Cllr Owen also raised the question of how many Parish Councils in Nottinghamshire actually produce a newsletter. Cllr Owen explained that he had intended to carry out some consumer research at the Summer Play Day asking opinions on the Parish News, whether it was read, if it was, what was liked or disliked about the content. Cllr Owen however had felt uncomfortable approaching people without some form of Parish Council identification and suggested that photo ID lanyards would be a good idea.

Cllr Fairgrieve suggested that this research could be carried out at the Christmas event with the addition of a Parish Council stall to advertise the work of the Parish Council and try and encourage some more participation from the community and recruit into the two vacant Parish Councillor positions.

Cllr Prett explained that he had received notification of a local Wellbeing event on 17<sup>th</sup> September '24 at Gamston Community Hall that may be advantageous to attend to possibly identify some local groups in the area that could be included in a future newsletter.

Discussion took place regarding other possible newsletter articles that were relevant to living in the Parish today, rather than historical articles; including social prescribing information from RCVS, local blood transportation motorcycle rider, WeBCan from a Gamston perspective and local metal detectorists.

Cllr Mason spoke about the previously closed Adbolton Hall Care Home reopening.

**Clerk to investigate the production of photo ID lanyards for members of the Parish Council for identification purposes at Parish Council events.**

**Parish Council stall to be added to Christmastime at Gamston Village Hall event.**

**Cllr Prett to forward email regarding 17<sup>th</sup> September '24 Wellbeing event to Cllr Owen.**

### *Metal Bench Enhancements*

Cllr Fairgrieve had recently distributed by email a comprehensive proposal to improve the Parish Council metal benches near the canal. The document provided fully costed options with observations for each choice. Meeting thanked Cllr Fairgrieve for his hard work on this proposal and after discussion Cllr Fairgrieve proposed, and Cllr Hackett seconded the motion that Option 2 be purchased and fitted. Vote taken, majority in favour. Cllr Mason against. Motion carried. It was agreed that the surplus funds from the Gamston Breakfast Buddy Bench initiative be used for this bench improvement.

**Clerk to contact Mervin Oddjobber to ascertain if they could fit if we supply the bench materials.**

**Clerk to arrange purchase of bench materials.**

Cllr Mason raised the issue of bikes travelling through Gamston village incredibly fast, at speeds in excess of 30mph, which is dangerous for pedestrians and children walking to school and asked if there was something we could do about it. Discussion took place and meeting agreed that there was a problem with both Lycra-clad cyclists on push bikes and Deliveroo type cyclists on electric bikes, all driving too fast, but were unaware of how we can prevent this.

Cllr Hackett explained that she had visited local resident Eric to chat and reminisce about life in the Parish in days gone by. Cllr Hackett explained that unfortunately although she tried to tape the conversation, the recording is incomprehensible. However, Cllr Hackett noted that it was a pleasant afternoon with some interesting social history information gathered.

Cllr Ubhi confirmed that she continued to regularly monitor the Parish defibrillators. Cllr Ubhi noted that replacement pads for the Holme Pierrepont device would be required before the end of October '24. Cllr Ubhi noticed that the Bassingfield defibrillator battery display was down to one bar. Clerk confirmed that provided the 'Circle of Life' display was fully intact the defibrillator was ready for use. Cllr Ubhi confirmed that it was but will continue to monitor.

Cllr Ubhi explained that she had also checked the Village Hall first aid box for out-of-date supplies and replaced these items.

**Clerk to update Parish defibrillators status on The Circuit website after Cllr Ubhi's monthly check.**

**Clerk to purchase replacement pads for HP defibrillator.**

**Quotations still to be obtained for the paving work required to the Millennium Garden at Holme Pierrepont.**

Cllr Owen suggested that should work take place on the closure of Holme Lane, we may be able to employ the same staff that fit the gates at either end of the lane, to level the Millennium Garden paving and relay the slabs. Cllr Mason asked if St Edmunds Church would pay for the work to the Millennium Garden. Cllrs Stacey and Owen explained that when it was created 24 years ago it was not a church initiative.

## **6077. FINANCE**

### *Financial Statements & Payments for Approval*

Clerk issued copies of the month's financial transactions and details of payments and presented a summary of the finances.

**Cllrs Stacey & Prett kindly agreed to sign off and authorise month's payments online.**

**Clerk to provide Cllrs Stacey & Prett with copies of all invoices in order for them to sign off and authorise the month's payments online.**

**Clerk still to submit paperwork to add Cllr Owen as Unity Trust Bank signatory.**

**Clerk still to generate documentation to add Cllrs Fairgrieve and Ubhi as Unity Trust Bank Account signatories.**

#### **6078. CLERKS REPORT**

Clerk reminded the meeting that the next Town & Parish Conference was taking place at Rushcliffe Arena on 11<sup>th</sup> October '24 and asked Cllrs to inform her if they would like a place booking.

Clerk explained that she had received the order form for winter salt and asked if any of the Parish salt bins needed replenishing. Clerk added that it had been a particularly wet but mild winter last year so unlikely that much salt had been used. Cllr Stacey confirmed that there was salt in the HP salt bin, but it had solidified again, after David Litchfield had broken it up last year. It was agreed that salt should be left in the plastic sacks within the salt bins to prevent this happening in future.

**Clerk still to invite Gary Dykes, Grantham Canal Society Ranger for the Gamston section of the canal to a future Parish Council meeting in 2024.**

#### **6079. DATE OF NEXT MEETING**

The next meeting of the Parish Council was confirmed as **Monday 14<sup>th</sup> October 2024 at 7.15pm in Gamston Village Hall, Old Tollerton Road.**

Cllr Owen agreed to chair this meeting.

**The meeting ended at approximately 9.30pm.**