



FACILITIES COMMITTEE

Minutes of the meeting held on 9th April , 2008 at 8pm at the Parish Office

Present: Councillors S. Berlyn (ex officio), H. Clacy, J. Langley, D. Powell, M. Telling, M. Wood (ex officio)

In Attendance: Clerk to the Parish Council, Assistant Clerk, Facilities

Public Question Time: No members of the Public were present.

197 Appoint Chairman for the Meeting

Cllr M Telling was appointed Chairman for the Meeting.

198 Apologies for absence

Apologies were received and accepted from Cllrs A. Allen, F. Hawkins (Chairman), Mrs J. Wells.

199 Declarations of Interest

Cllr D Powell declared a personal interest in Minute 201.5.1.

200 Minutes of the Facilities Committees held on 20th February, 2008.

RESOLVED: that the Minutes of the Meetings held on 20th February, 2008 be approved and signed as a correct record.

201 Danbury Parish Council Premises / Clubs

201.1 Danbury Sports and Social Club

201.1.1 Water Leak in Rear Lobby

During the recent inclement weather the DCA had reported water coming in through the ceiling in the rear lobby.

As a matter of urgency the Assistant Clerk Facilities had contacted contractor who had previously advised on this problem, when it had been recommended that the rear fire escape staircase platform be removed to access the flat roof below, so that the extent of the water damage to the roof surface and timbers could be assessed (and would likely need to be replaced). A budget figure of £2,500 + vat had been estimated.

A report had therefore been taken to Resources Committee on 12th March requesting additional funding for works to be carried out, and this had been agreed, Minute 170 Resources 12.3.08 with a budget reserve of £2,500 + vat – works to commence on 7th April 2008.

Sports Centre Manager had been informed and was responsible for informing users of the area and managing access/ alternative exits whilst the works were taking place.

A copy of the Report and the Resources Minute 170 were circulated for information.

Assistant Clerk Facilities updated members of progress. The contractor had great difficulty in removing the metal platform from the fire escape staircase as it had been

bolted from underneath when the fire escape staircase had been installed. The flat roof structure had been erected underneath the existing staircase with only a few inches gap between the flat roof and staircase. Once the platform had been cut off and the flat roof felting had been removed, the contractor identified that the water leak into the rear lobby had been caused because the plastic membrane underneath the flat roof felt was split. The membrane had been laid directly on top of a sheet of ply, which did not appear to have been water damaged, however the membrane had not been skirted up along the main brick built structure of the building when the flat roof timber construction had been constructed, neither had the split or the skirting been sealed before the roof had been felted, and water had therefore penetrated through.

The intended method of repair was to completely seal the plastic membrane and cover and seal with felt and skirting. This all had to be done working around and under the metal girders of the fire escape staircase structure. A new metal platform would then be fitted to the staircase, which would be sloped away from the building and drainage holes would be drilled through the outer edge to allow rain water to drain away.

Once the roof work had been completed the contractor would then assess the internal ceiling damage as this had not been included in the costs estimated to repair the roof.

201.1.2. Planned Maintenance Programme

Quotations for Phase 2 maintenance works were being obtained or reviewed, if requested previously, as follows :-

1. To replace fascias, soffits, guttering, rear toilet / changing room windows, also door and side panel at top of fire escape staircase with UPVC
2. To repair and paint the cupola.
3. To install additional fire precautions identified in the Fire Risk Assessments - additional fire alarm bell, fire alarm call point, emergency lighting, white lining fire exit route, push bars on fire exit doors from cellar and void .
4. To repair / paint / replace fire retardant doors on all fire exits – these are currently being surveyed.
5. To paint snooker hall and rear lobby.

It was confirmed that there was £20,000 in the 2008/09 budget for Phase 2 Maintenance works.

RESOLVED: that Assistant Clerk Facilities would compile and prioritise a list of maintenance works, together with costs, to take to next Committee meeting together with quotations for members to agree.

201.1.3 Window Grilles

The cost of installing permanent external grilles to the front windows had yet to be established.

RESOLVED: that the information be noted.

201.1.4 Fire Risk Assessment

Three comparable quotations were being obtained for the additional fire precautions recommended. Also for the cage to isolate the electrical switch gear, and white lining to clearly define the fire exit route through the void.

In addition three comparable quotations were being obtained to create a secure area that had been requested within the void for football club storage. Also costs were being identified to create containment within the void for others who use it for storage i.e. tennis club, playgroup, DCA.

The Clerk had written to the DCA seeking their confirmation that the DCA accept responsibility under the terms of the Lease for the cost of the installation of additional fire precautions identified and recommended in the Fire Risk Assessments that have been carried out.

A response was awaited.

RESOLVED: that Chairman would raise the matter at the next DCA Board Meeting.

201.1.5 Inspection of the Void

A copy of the Notes re the Inspection of the Void had been forwarded to the DCA, and a copy of their Chairman's response had been circulated to members.

A further meeting had been held with the Sports Centre Manager on 12th March, and notes of the meeting were also circulated. The notes also incorporate the Actions / Recommendations of the Assistant Clerk highlighted under all headings as requested by members.

RESOLVED: that a) Chairman would take matter to next DCA Board Meeting b) Assistant Clerk Facilities would liaise with the DCA manager and agree dates to be actioned by DCA, as appropriate c) notes in relation to Fire Certificate to read 'any proposed changes made to the premises in the past should have been notified to the Fire Authority for approval, and a record held with Fire Certificate.

201.1.6 Alterations to the Front of the Sports Centre

A response to our comments was still awaited from the DCA.

RESOLVED: that item would remain on the Agenda pending outcome of decision and funding from sponsor. Updates would be given at DCA Board Meetings.

201.1.7 Event at the Sports and Social Centre

The large hall had been booked for a craft fair event on Saturday 12th July, and the Parish Council had received a request to book Pitch 2 for some stalls. No cars were requested to be placed on Pitch 2. The lady who had made the booking was visiting the Centre on 7th April and would call into the Parish Office afterwards, and any further details would be given verbally at the meeting.

The Clerk had received a further communication now requesting the use of Pitch 1 on either Sunday 29th June or Sunday 13th July for a Summer Fair. Pitch 1 (the area that runs along by the car park) to be used for various craft stalls, and would include the erecting of gazebo's, together with a bouncy castle.

It was also understood that it was a business, not a charitable organisation that was making the request, an ice cream van had also been mentioned in discussions, and that the pitch would be required from 8.30am – 4.30pm.

Members were asked to agree to this request, also to an appropriate charge for the booking.

However, members required further information before a decision could be made, particularly if the booking was from a business and not from a non-profit making charitable organisation. There would need to be conditions applied to the booking i.e. no vehicles on grass, cancellation fee, bond to be taken or agreement re damage to be signed, Public Liability insurance from organisation making booking also staff holders, rubbish would be cleared from site – it is believed this is incorporated in the booking form.

Future use of the pitches once the drainage and maintenance works have been carried out needs to be considered and discussed on future agendas.

RESOLVED: that

- a) Name of Company wishing to make the booking would be obtained OR
- b) Name of the Charitable Organisation and Registration Number
- c) Hire Application Form and Risk Assessment etc to be completed and forwarded to the Parish Council (all available on the web site)
- d) IF business booking the following charges would apply - £150 booking charge, £500 Bond to cover damage, £50 cancellation
- e) IF charitable organisation (non profit making) charges with a minimum of £50 to be applied at the discretion of the Clerk
- f) EITHER booking the following conditions would apply – no vehicles on grass, cancellation fee, signed agreement re damage, copies of insurances submitted with application form, rubbish removed from site
- g) Future use of the pitches once the drainage and maintenance works have been carried out to be considered and discussed on future agendas.

201.2 Bowling Club

201. 2.1 Lease

The Meeting planned for the 14th April was unable to go ahead. The Clerk would arrange for solicitors comments and bowling club comments to be circulated to members of Leases Committee.

RESOLVED: that the information be noted.

201.2.2 Maintenance

Maintenance work was currently being carried out to the outside of the Bowling Club buildings prior to the start of the club season.

RESOLVED: that the information be noted.

201.3 Royal British Legion

201.3.1 Meeting

A copy of the notes of the meeting on the 24th January had been sent to the Royal British Legion, together with a covering letter requesting contact details of the other two local key holders, as agreed at the meeting. It had also been confirmed to the RBL that an electrician had inspected the light on the Pavilion and confirmed that it would not consume very much electricity when it was on, and would not recommend changing it.

Negotiations had taken place with the RBL and RBL had verbally agreed that the outside light would be kept on during the hours of darkness until midnight, 7 days a week throughout the year, if the Parish Council were prepared to pay £50 for electricity per annum. For the years 2007 and 2008 commencing in January RBL had requested £50 per year.

Members agreed that the request for the light to be switched on was for the health and safety of users of the DCA and the car park, also DCA staff when they are arriving and leaving in the dark.

Cllr S Berlyn proposed and Cllr M Wood seconded, with 2 abstentions, 1 against and 1 in favour that £100 be paid to RBL retrospectively for electricity used from January in years 2007 and 2008, and £50 in January 2009 for electricity to be used in 2009.

RESOLVED: that letter be sent to the Royal British Legion confirming that £100 be paid to RBL retrospectively for electricity used from January in years 2007 and 2008, and £50 in January 2009 for electricity to be used in 2009, subject to the light being on during the hours of darkness until midnight every night throughout the year.

Electrician had confirmed that the lighting in the car park could only be improved if additional lighting poles were installed. This would require Planning Permission. Report and quotation circulated for members consideration.

RESOLVED: that any decisions regarding improved lighting would be deferred and considered with car park renovations project

A decision regarding the future use of the building had been referred to Resources Committee so that it could be discussed further, and to also consider a ramped access to the building.

RESOLVED: that any decisions would be deferred in relation to the ramped access to the building, to be considered with car park renovations project

201.3.2. Letter from another Club re Potholes and Lighting in Car Park

A further letter had been received from the Chairman of the Lingwood Bridge Club expressing his concerns about the condition of the car park surface and lack of lighting, particularly when the RBL light was not switched on. The Clerk had acknowledged.

It was agreed that a further letter be sent to the Chairman of the Lingwood Bridge Club confirming the arrangements that had now been agreed with the RBL to keep the light on during the hours of darkness.

RESOLVED: that a further letter be sent to the Chairman of the Lingwood Bridge Club confirming the arrangements that had now been agreed with the RBL to keep the light on during the hours of darkness.

201.3.3. Letter from Resident regarding Pathway / Posts from car park to DCA

Communication received from local resident regarding the paved pathway and posts delineating the side of the paved way that cannot be seen, which have been tripped over on more than one occasion. Concerns were raised that because the posts

cannot be seen it would only be time before someone would be injured and requested that PC attend to the matter.

It was suggested that the posts could be painted white so that they could be seen by motorists and pedestrians, and that the reparation youth workers could be asked to do this as part of their painting programme this summer. It was agreed that this could be done.

RESOLVED: that a) PC would acknowledge resident's letter and confirm that the matter was in hand and in due course the posts would be painted white and b) reparation youth workers would be asked to paint the posts white.

201.4 Tennis Club

The Clerk had written to the Tennis Club requesting a decision in respect of the maintenance works to the premises, and a meeting had taken place with a representative from the club and the contractor appointed to carry out the work.

The Tennis Club had a full repairing lease and had confirmed that they would pay for repairs to their end of the building.

The Tennis Club had also been reminded that the proposed works to the tennis courts and lighting needed to be discussed with the Borough Council Planning and Conservation Officer and also with the Parish Council before proceeding. It was noted that works had commenced on 25th March and were ongoing.

RESOLVED: that the information be noted.

201.5 Football Clubs

201.5.1. Danbury Mission F.C. – Storage Facility

The outcome of meeting with DCA regarding continued use of the void for storage and additional fire precautions being put in place would determine whether Danbury Mission F.C. could be offered storage facilities in the void.

RESOLVED: that the information be noted

201.5.2. Banner

Danbury Mission FC had confirmed they had spoken with the Sports Centre Manager who had no problem with the 3 x 12ft banner being hung on 6 small screw hooks which would be into the same hole and removed each Saturday.

Danbury Mission FC had confirmed the banner says their name, explains the time, welcomes all saying that the Mission wanted local people to know what they were doing and why.

The exact wording on the banner was not given and this had therefore been requested for ratification by the Facilities Committee, and until approved the Mission had been asked not to continue displaying the banner.

It had also been suggested that Danbury Mission FC may also need to obtain the approval of CBC Planning Authority as has happened with other club signage on the site, and to seek the views of the CBC Conservation Officer.

RESOLVED: that until the information requested be received in writing that the matter would be deferred until the next meeting.

201.5.3. Cancellation Charge

Members were asked to consider a pitch bookings cancellation charge of £10 to be included in the football contracts from September.

RESOLVED: it was agreed that a £10 pitch bookings cancellation charge be included in the football contracts from September.

201.6 Cricket Club

201.6.1. Broken Sight Screen

The sight screen had now been repaired and was being repainted.

RESOLVED: that the information be noted.

201.6.2. Cricket Fixtures for 2008

Danbury Queens Park Cricket Club had forwarded fixture list for 2008 and had made arrangements for one of their matches to be played elsewhere whilst the planned drainage works were in progress.

RESOLVED: that the information be noted.

201.7 Parish office / Robins Nest

201.7.1 Maintenance Works

The urgent maintenance works to the Parish Office commenced on 7th April.

RESOLVED: that the information be noted.

201.8 Premises Inspections

There was nothing further to report, as inspections would be carried out once maintenance works that were currently taking place at the Sports and Social Centre (in relation to the leak in the rear lobby), the Parish Office, Tennis Club and Bowls Club have been completed.

RESOLVED: that the information be noted.

202 Youth Shelter

Notes of a meeting held on 17th March between the Parish Council, Police, NAP were circulated at Parish Council on 19th. The youth had now submitted their Grant Application for a Monster Youth Shelter. It had been agreed that the planning application would be deferred until the outcome of the Grant Application was known, when an application would either be submitted for the Monster shelter or the shelter offered by Chelmsford Borough Council.

If the Grant Application was not successful then a meeting would be arranged with Chelmsford Borough Council, to obtain further details regarding their youth shelter to submit with a planning application – the application forms were now held on file.

The suggestion of a kick ball wall would be placed on the next agenda.

RESOLVED: that the information be noted and the item be left on the Agenda.

203 Trees

203.1 Dial Common

A quotation for £1,950 + vat had been received to

1. Remove the dead wood and defective branches on the Oak trees that were overhanging the path as high priority
2. Fell to ground level the Dead Elm and Hawthorn, leaving the stumps in situ.
3. Fell to 2m in height as a very low priority the 4 Cherries.

RESOLVED: It was agreed that the quotation should be prioritised and medium/high priority items quoted separately and then actioned.

203.2 Annual Survey of Trees

The tree works for the medium risk items that were identified in the annual tree survey would cost £1,500 + vat.

RESOLVED: that decision be deferred until next meeting, unless cost of medium and high priority items in 204.1 + 204.2 +204.3 were within the £3,000 budget, when they could be actioned.

203.3 Oak Tree at Elm Green

A response to our letter of the dated 14th March had been hand delivered by the Elm Green resident, and a further letter dated 15th March had since been received giving neighbours details. Copies of the correspondence were circulated to members, who agreed that Parish Council now accept responsibility for the tree reduction works at a cost of £750 + vat.

RESOLVED: Parish Council confirm to resident that the tree reduction works would be carried out in accordance with Chelmsford Borough Council and Tree Consultants recommendations, and at an appropriate time of year (and if possible confirm to resident date when this can be done).

203.4. Replacement Trees

203.4.1 Path Rear of 8 The Hawthorns – TPO/1989/18 – Replacement of felled Ash along footpath

A photograph of the replacement tree that had been planted had been received.

203.4.2. Lingwood Common – 07/05039/TPI – DDD Tree Felled

A photograph of the replacement tree that had been planted had been received.

RESOLVED: that the information be noted.

203.5. Pedlars Path

203.5.1. Fire

There had recently been a shed fire in the garden of a property backing onto Pedlars Path and on inspection some of the trees in Pedlars Path had sustained some damage. Tree consultants had been asked to inspect the trees and report their findings and recommendations. A quotation for £250 + vat would be forwarded to the residents whose shed fire had caused the damage to pass to their insurance company.

RESOLVED: that the information be noted.

203.6. Land Adjacent to Littlefields

Tree works on land adjacent to Littlefields had been completed by owners at no cost to the Parish Council. It had been confirmed that this was Common Land owned by the Parish Council.

RESOLVED: that the information be noted.

204 Drainage and Car Parking Project

There was a further Working Party meeting arranged for Thursday 10th April and an Extraordinary Meeting on the 14th April.

RESOLVED: that the information be noted.

205 War Memorial

The stonemasons' responses in relation to the restoration works had been forwarded to the War Memorials Trust Conservation Officer for further comment.

The Trust had also been asked to confirm:-

- a) Whether cleaning by their recommended methods would be eligible for a grant.
- b) Whether there was a legal requirement for a Parish Council to follow the Trusts recommended maintenance methods.

A copy of The War Memorials Trust's response was circulated to members, asking them to confirm what action they now wished to take regarding restoration / cleaning of the War Memorial. The War Memorials Trust had omitted to comment on whether there were any legal requirements regarding restoration.

As suggested details of local conservators had been requested from the Conservation Register, however there was no one local who could be contacted regarding a cleaning and restoration programme for the War Memorial.

It was therefore considered that a local stonemason's recommended methods be accepted and the monies set aside in the budget used to do this, particularly as it was the 90th Anniversary of the First World War this year. It was also felt that the Parish Council had a moral obligation to maintain the memorial.

The Royal British Legion had been involved previously and it was considered appropriate to advise them of the restoration, and ask them to do a rededication of the memorial, on a date to be agreed with the RBL and the PC.

RESOLVED:

- a) £3,000 in the budget be used to clean and restore the War Memorial by the method recommended by Bradford Memorials of Gt Baddow, who had quoted £3,074 + vat. Bradford Memorials to be instructed to proceed and to produce professional indemnity insurance. Also advise Bradford Memorials that the sword was fibreglass, not bronze.
- b) Letter be sent to the Royal British Legion advising them of the restoration, and asking them to do a rededication of the memorial, on a date to be agreed with the RBL and the PC, and before the 90th Anniversary Remembrance Day in November.

206 Danbury Times

Cllr M. Woods stated that the Reparation Works would be reported in the next Danbury Times.

RESOLVED: that this information be noted.

207 Fees and Rents

Maintenance quotations for the forthcoming Season 2008 /09 had been received from Chelmsford Borough Council in relation to the Bowling Green and Cricket Pitch:-

1. Bowling Green - £6656.25 + vat (£6851.88 set in budget Minute 124)
2. Cricket Pitch (including closed season) £4483.65 (Cricket Fees £70 per match set in budget Minute 124).

RESOLVED: that this information be noted.

208 Danbury Footpath's Poster

All sponsors had confirmed they were satisfied with their advertisement and also accepted the additional cost for colour proofing. A letter had been sent to each sponsor requesting their contribution towards the total cost. An order had been raised for the two Posters to be printed, and these had now been received. One Poster was to go on Robin's Nest in the Lower Car Park, and members were asked to confirm where they would like the other Poster secured. It was agreed that the second Poster should be secured to the public conveniences wall at the entrance to the top car park where it was visible to motorists using the car park and also pedestrians using the footpath.

RESOLVED: that the two footpath's posters be displayed 1) on the public conveniences wall and 2) on Robin's Nest wall to replace the old ones.

209 Parish Council Notice Board at Eves Corner

The notice board at Eves Corner needed replacing. The existing one now had insufficient space to display all Parish Council Notices and Agendas. It was in a very exposed position, was now letting in rain, and was very difficult for staff to reach the top. If a new larger notice board could be located lower down on the wall, with the permission from the Village Hall, it would enable the top section to be used and would also be easier to read.

Members agreed to the cost of a new notice board being investigated, taking the space available into consideration, and obtaining permission from the Village Hall regarding changing the existing one. It was suggested that woodworking departments at Chelmsford Technical College, Writtle Agricultural College or a local retired carpenter be contacted as they may be willing to make one.

RESOLVED: the size and cost of a new notice board be investigated, and the Village Hall be approached seeking permission to change the existing one.

210 Reparation Work

The Clerk and Groundsman met with the current and new Reparation Officer who would now liaise with Groundsman who was preparing a list of work which was hoped would be completed during the summer months, at a specific time each week. It was planned to continue painting seats throughout the village. Photographs have been taken of the projects already completed and have appeared in the Reparation

Newsletter. It was planned that a report would be made available for the November issue of the Danbury Times with some photographs.

RESOLVED: that this information be noted.

211 Ponds

The ponds at Eves Corner and Runsell Green had now both been cleaned.

RESOLVED: that this information be noted.

212 Parish Sports Programme

Various outdoor multi-sports activities for children aged 6 – 14 years were being run by Chelmsford Borough Council on Dawson Memorial Field during the Easter and Whitsun holidays:- 3rd and 10th April and 29th May from 1-3.30pm. No need to book, just turn up.

6th August 1-3.30pm had been booked for the summer holidays.

A Play Activity Programme for children up to the age of 11 (under 5s to be accompanied and supervised) had also been arranged on 28th August - there would be two sessions, 10.30 – 12.30am and 1.45 – 3.45pm in the Sports Hall and outdoors.

RESOLVED: that the information be noted.

213 Mobile Skateboard Park

Chelmsford Borough Council were offering the opportunity to run a mobile skate park during the summer holidays from Mon 4th August to Fri 29th August, sessions intended to run from 11am – 3pm. There was no cost to the Parish Council for this event, however they do ask for a flat surface that can be cornered off for safety, toilet facilities, a clear access route for a trailer and a parking space, and advertising for the day. In the past two years there had been poor response to this activity, however last year it was felt poor attendance was possibly due to short notice of deferred event due, it was understood, to vandalism of equipment. Members agreed that the event should be booked again this year on the basketball court.

RESOLVED: that Mobile Skate Park should be booked again this year during the summer holidays.

214 Memorial Plaque for Bench at Eves Corner

The National Trust stated that it is was NT policy to place plaques on seats, and would not want one placed on a seat at Eves Corner. The Youth Club had therefore been informed, suggesting that they may wish to place their plaque on one of the seats on Dawson Memorial Field. A response was awaited.

RESOLVED: that the information be noted.

215 Christmas Tree Lights

The permanent bollard was on order, but had still has not been received. Despite writing to the supplier no acknowledgement had been received. The next course of action was discussed.

RESOLVED: that a) Clerk would now write to the supplier requesting delivery of the bollard, confirming that payment would be made on delivery. Letter to be sent by recorded delivery and to request payment of out of pocket expenditure of £350 + vat, in respect of temporary bollard that had to be installed as bollard ordered had been 'lost' by suppliers courier. Payment to be received by a specified date or appropriate action would be taken, b) Clerk to raise invoice for £350 + vat re additional expenditure and cheque for £350+ vat for supply of bollard on delivery, to be signed by two signatories.

216 Essex Playing Fields Association, Best Kept Playing Field Competition

EPFA invited Danbury to enter their annual Best Kept Playing Field Competition for 2008. There was an entry fee of £10 and members agreed to submit an entry again this year.

RESOLVED: that Danbury Parish Council enter the EPFA Best Kept Playing Field Competition again this year with an entry fee of £10.

217 Play Area

217.1 Annual Inspection

The annual inspection of the play area was due again in May.

Quotations were obtained from Wicksteed and Rospa, to include inspection of the basketball court as this was now Parish Council responsibility, are as follows:-

Wicksteed – £40 per play area = £80

Rospa – £78 (basketball court included previously)

Rospa had undertaken the Parish Council's annual inspections for a number of years previously. The recommendations by Rospa had been actioned, contributing to the Awards that Danbury had won for their Play Area.

Rospa recommend that a more formal risk assessment of the play area, as required under The Management of Health and Safety Regulations, was carried out every 4-5 years and could be done within an annual inspection. This could also include a DDA assessment, as required under The Disability Discrimination Act.

However, Cllr S Berlyn proposed, 2 members agreed and 1 member abstained that Wicksteed were to carry out the annual inspection of the play area and basketball court due to dissatisfaction with a previous Rospa inspection,.

RESOLVED: that Wicksteed were to carry out the annual inspection of the play area and basketball court at a cost of £80 + vat, and for a more formal risk assessment to be considered, to include the ponds in 2009.

217. 2. £350 Prize Monies from the Best Kept Play Area

The Wicksteed £350 prize monies were to be spent, and the only item that could be identified in the Wicksteed range was a Picnic Table, one side could be DDA friendly, costing £255, plus £12.75 delivery and £182 installation – Total cost rounded to £450. This would still cost the Parish Council £100, to which members agreed, and location to be agreed with Robin re grass cutting.

RESOLVED: that the £350 Wicksteed prize monies be used towards the purchase of a Picnic Table, with £100 from the budget, total cost £450. Location of bench to be agreed with Robin re grass cutting.

218 Matters to Report

There were no matters to report.

219 Dates of Next Meetings

14th May, 11th June, 16th July, 10th September, 5th November (Budget) , 12th November (Budget), 10th December

There being no further business the meeting closed at 10.04pm.

Cllr M Telling
Acting Chairman

Signed Date