

**MINUTES OF YALDING PARISH COUNCIL MEETING HELD ON
TUESDAY 21 JANUARY 2025 AT 7.00 PM IN YALDING VILLAGE HALL**

PRESENT

Geraldine Brown (Chairman)
Tim Chapman (TC)
Pip Jamieson(PJ)
Dee Ann Stead (DS)

Leila Bates (LB)
Ken Gough (KG)
Andy Sanders (AS)
Joe Westgate (JW)

DECLARATION OF INTENTION TO RECORD PROCEEDINGS

There were none declared.

PUBLIC SESSION

There were four members of the public present who did not wish to speak.

1. APOLOGIES FOR ABSENCE

Councillor Woods sent her apologies due to family commitments they were accepted.

2. DECLARATION OF INTEREST OF COUNCILLORS IN ANY ITEM

2.1. DECLARATION OF CHANGES TO THE REGISTER OF INTERESTS

None were declared.

2.2. DECLARATION OF INTEREST IN ITEMS ON THE AGENDA

The Chairman, KG, and AS declared an interest in agenda item 12.2 as they had bills for payment.

AG declared an interest in agenda item 12.7 as he has quoted to be a contractor.

2.3. REQUESTS FOR DISPENSATION

None were requested.

2.4. DECLARATION OF ANY GIFTS RECEIVED

None were declared.

3. DECISION TO TAKE AGENDA ITEMS UNDER CLOSED SESSION

Due to principal authority requirements and receipt of sensitive information, it was resolved to take item 22 and 23 in Closed Session.

4. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 03 DECEMBER 2024

It was proposed DS seconded KG and unanimously resolved that the minutes be signed as a correct record.

5. MATTERS ARISING FROM THE PREVIOUS MEETINGS

5.1. £10,000 FLOOD PRIZE STILL TO SPEND

The Chairman has met with Grant Booker from Kent Fire & Rescue Service (KFRS) to look at locations for flood gates and awaits his feedback. KFRS have asked for additional information. Grant Brooker has retired from general duties but is still heading-up flood actions. KG has contacted Laddingford Engineering and is going to supply some measurements following which site meetings will be held and quotes prepared. Peter Waring Environment Agency (EA) has suggested that Yalding Parish Council (YPC) purchase heavy duty plastic sheets to be used with sand bags, The Chairman will investigate.

5.2. TREE SAFETY INSPECTION REPORT

Work is almost complete.

5.3. POSSIBILITY OF DOUBLE YELLOW LINES OUTSIDE LYNGS FARM HOUSE

The Chairman will ask the new Highways Engineer for support, this will be discussed at a meeting with the new Kent County Councils (KCC) Highways team on 30th of January.

5.4. REPAIR/REPLACE LITTER BIN ON THE LEES VILLAGE END

The Chairman is going to report that it was Maidstone Borough Council (MBC) operatives that damaged it.

5.5. REQUEST FOR A LARGE LITTER BIN IN THE AREA OF HAMPSTEAD LOCK

The Chair will ask John Edwards if he will support a bin in this location.

6. POLICE MATTERS

It has been reported informally that there has been another change in personnel for The Parish, The Chairman has asked for an updated list of officers for the Maidstone Area.

7. COUNTY COUNCILLOR'S REPORT

Councillor Webb attended a meeting and circulated a paper on the English Devolution White paper.

8. BOROUGH COUNCILLOR'S REPORT

Councillor Russell sent her apologies and sent a report which was circulated.

Councillor Summersgill joined the meeting at 21.20, he sent a Green Party report which was circulated.

Councillor Couch sent her apologies.

9. BIODIVERSITY AND CLIMATE CHANGE

A reminder that this should be considered in all of the items that follow on the agenda.

10. PLANNING

10.1. TO DECLARE ANY LOBBYING OR FORMAL REPRESENTATION

There was none declared.

10.2. SCHEME OF DELEGATION

To confirm the following planning application was responded to in line with a Scheme of Delegation and the response is included at the end of the minutes of this meeting.

- 24/505127/FULL - Lees Lodge Lees Road Yalding

10.3. PLANNING APPLICATIONS

Planning responses are recorded at the end of the minutes.

10.4. YALDING ENTERPRISE PARK (YEP)

No major update. YEP are looking for ideas for uses for the old substation.

10.5. APPEALS

- 24/501439/FULL - Land At Vicarage Road – 10am on Wednesday 26th February 2025. YPC have requested to speak
- 24/502003/FULL – The George – have not heard back from request for an informal hearing
- Planning Inspectorate APP/U2235/W/24/3344070: Land North & South of Kenward Road – The inspector allowed 112 houses; his report has been circulated.

10.6. ANY OTHER PLANNING MATTER

- Reed Court Farm, Chainhurst, 20/505751/EIFUL – Natural England's response received and circulated.

Natural England has no objection providing certain conditions are met, it was agreed to add to YPC's planning response that it support both The EA's and Natural England's Conditions.

- The George – update on all planning applications

Planning application 24/502003/FULL (shop) was approved by MBC but still has to go to appeal; the inspector needs be made aware of flooding issues.

Planning application 24/503344/FULL (HMO) was deferred due to an out-of-date flood risk assessment (FRA) and concerns about the fire escape. The EA objected due to FRA out of date, an emergency escape plan needs to be produced and approved by the EA, objection to the removal of the internal staircase; the applicant has asked for an extension of time to produce a new Flood Risk Assessment. MBC Housing has objected as not conforming to regulations although the applicant's agent says it does. Planning application 24/504670/FULL (InPost) was refused and should be removed.

- The Chairman updated the meeting on the potential Crest Nicholson development in Paddock Wood. YPC was not consulted as a neighbour on the scoping opinion by MBC, who has reported that consulting neighbouring parishes is not its policy. Councillor Summersgill was asked to see if this could be adopted as a policy.

11. POLICIES AND PROCEDURES

No changes or additions this month.

12. FINANCE

12.1. SCHEME OF DELEGATION

To confirm £600, no VAT, was paid to Borough Pest Control for 13 weeks of mole control which was approved in line with the Scheme of Delegation and is included in the bills list attached to the minutes of this meeting.

12.2. MOTION TO PAY BILLS

It was proposed PJ, seconded TC and resolved by all to pay bills totalling £15,913.20 exclusive of VAT as per attached list. The Chairman, KG and AS declared an interest as they had bills for payment and did not vote.

12.3. CONFIRM RECEIPTS

A list of receipts, as attached, totalling £516.68 was circulated.

12.4. MONTHLY SPEND AGAINST BUDGET REVIEW

There was no spend that was not in the budget or had been previously approved.

12.5. BANK BALANCES AS AT THE END NOVEMBER 2024

The cleared bank balance for the end of November 2024 was confirmed:

- Nat West £42,114.45
- Unity Trust £51,133.45

12.6. BANK RECONCILIATIONS FOR NOVEMBER 2024 HAVE BEEN SIGNED

It was confirmed that the bank reconciliations for November 2024 have been signed as correct.

12.7. MOTION TO AGREE THE APPROVED CONTRACTORS FOR 2025/26

A request for tenders was advertised in The Parish Magazine and on The Parish Council Website and on The Parish noticeboards in December 2024

The following recommendations are made for approval:

THE LEES CAR PARK AND PICNIC AREA

Car Park Management (including gatekeeping and litter picking)

J L Buttigieg to be reappointed to manage the area for the 2025 season 1 April to 30 September. He was the only contactor to quote, the cost remained the same as the 2024 season.

Grounds Maintenance

Three Counties Contracting to be reappointed, they provided a competitive quote and managed the contract well in 2024.

The Lees Toilets

Cleaning – Only one quote was received, Element Cleaning to be reappointed their quote is still very competitive and they have the experience and require no supervision.

Cesspit – Several quotes were obtained. Kent Waste to be reappointed as they again provided the most competitive quote, they also have the experience and are very flexible in terms of frequency of emptying.

ROUTINE CONTRACTS

PLAY AREA SAFETY AND MAINTENANCE INSPECTIONS

Safeplay were appointed in July 2024 after much searching for a suitable contractor, this to continue for another year.

GROUND MAINTENANCE

Quotes were requested from seven contractors but were only received from six contractors.

PLAYING FIELDS/PLAY AREAS:

The Kintons (including the hedges either side of the track).

M.S. AGRI to be appointed they are a local company who provided a very competitive quote.

Jubilee Field, Laddingford

The playing field - continues to be cut by KCC at no charge to the Parish in return for its use by Laddingford School.

The play area, borders and ditch - M.S. AGRI to be appointed they are a local company who provided a very competitive quote.

OPEN SPACES

Yalding and Laddingford Verges, Windmill Path, Yalding Village Green and Fowle Hall Green.

Three Counties Contracting to be reappointed, they provided a competitive quote and they managed the contract well in 2024.

The Lees – including CALPAC field

Sanders Farming to be reappointed to cut, bail and take the hay, they provided the most competitive quote.

M.S. AGRI be appointed to cut the edges they are a local company who provided a very competitive quote.

Dog and play Area Litter Bins

Quotes were only sought from MBC there is no increase on last year and the service provided at substantially below market value.

Gatekeeper

Mrs Martin was the only quote received for the daily opening and closing of The Kintons gate at £150 per month, with no increase on last year.

STREET LIGHTING MAINTENANCE

Streetlights Limited to be re-appointed, no other quotes were received.

NON-ROUTINE WORK

Odd Jobs – Community Payback

Approved Parish maintenance contractor - J L Buttigieg be re- appointed they were the only contractor to quote; the quote was considered very reasonable.

Approved Parish tree work contractor - J L Buttigieg be re-appointed they were the only contractor to quote; the quote was considered very reasonable.

Approved Parish electrician - Conshae Construction was the only contractor to quote with no increased from last year.

VOLUNTEERS

Litter pickers

It was proposed by DS, seconded PJ and resolved unanimously to appoint these contractors.

AS did not vote as he had declared an interest in this item.

12.8. BUDGET – TO REVIEW 2024/25 BUDGET AND DISCUSS DRAFT 2025/26 BUDGET

A draft budget was circulated. A discussion took place and Councillors were asked to advise as to what items should be added to/deleted from the budget.

The Chairman proposed the final budget, AS seconded and it was resolved unanimously.

12.9. PRECEPT – MOTION TO SET AND AGREE FOR 2025/26

The tax base for this year has decreased from 1093.70 to 1,070.30; this implies that less people are paying council tax, therefore less money is raised if the precept remains the same.

The Chairman proposed that the precept be set at £85,000; this will result in an increase to the charge to residents of £1 per month for Band H properties. TC seconded, a vote was taken and it was resolved unanimously.

13. OPEN SPACES

13.1. REPORTS FOLLOWING VISUAL UPDATE INSPECTIONS OF COUNCIL OWNED LAND

13.1.1. THE LEES

Inspection complete, no new issues.

13.1.2. THE LEES PICNIC AREA

Inspection complete, no new issues.

13.1.3. YALDING VILLAGE GREEN AND VERGES

Inspection complete, No new issues.

Water continues to run off of the green and freezing on the footway. A quote for the repair of £3230 has been accepted. KG has written a specification for the contractor and is hoping to complete this work soon.

13.1.4. JUBILEE FIELD

Inspection complete, no new issues.

13.1.5. LADDINGFORD VERGES

Inspection complete, no new issues.

13.1.6. THE KINTONS

Inspection complete, no new issues.

13.1.7. FOWLE HALL GREEN

Inspection complete, no new issues.

13.1.8. THE TATT

Inspection complete, no new issues.

Before the financial year end KG is planning to scrape and level the roadway, cut back the overgrown area (including the Himalayan balsam) and fix the fence.

The Clerk has re-read the MVCP management plan and for the new financial year suggests there will be two annual cuts and a path cut monthly, tree planting, bat and hedgehog boxes and update the interpretation board. The Clerk has added this to the budget.

13.2. EQUIPMENT INSPECTIONS

13.2.1. JUBILEE FIELD

Inspection complete, no new issues.

13.2.2. THE KINTONS

Inspection complete, no new issues.

13.2.3. DIFIBRILLATORS

Inspection complete, no new issues.

13.3. OTHER ISSUES

13.3.1. THE FEN MANAGEMENT

As the management at MVCP changed in October The Chairman and The Clerk feel that now would be a good time to have a meeting with all interested parties and look at the whole plan for The Fen including repairs and maintenance. This will include potential fruit tree planting and grazing agreements.

A meeting will be arranged.

13.4. REQUEST TO USE PARISH LAND

There have been no requests to use parish land this month.

14. HIGHWAYS

14.1. KENT COUNTY COUNCIL (KCC)

A meeting has been arranged with the new manager and engineer on 30 January.

- **REVIEW THE HIGHWAYS LIST** - The list has been updated and circulated. Councillors to advise any additions.
- **WATER ON VICARAGE ROAD** - The Chairman was impressed with the Highways safety officers' comments at the Highways seminar on road safety and suggests that we approach her from a safety point of view.

14.2. OUTSTANDING ISSUES FROM THE GLEBE DEVELOPMENT

The Vistry Group Operations Director has now replied and has reported on outstanding issues as follows:

- **TRAFFIC CALMING ON VICARAGE ROAD**

KCC has accepted that the proposed traffic calming measures such as the raised tables and other items are now not required. The amendments to the kerbs and edging to make them more pedestrian friendly and useable have been completed.

The KCC Development Manager has not yet confirmed this to YPC directly or confirmed that the condition has been discharged

The Clerk has asked him when the condition will be discharged.

- **TRANSFER OF THE PATH BEHIND VICARAGE ROAD PROPERTIES**

All relevant land transfers and rights of way required under the legal and planning agreements have been completed. They have no instruction for any additional associated transfers or grant of rights to individual homeowners. Rather than amending any formal rights to include new rights of access and expensive legal exposure for the Parish Council a letter to the homeowners setting out a suitable arrangement should suffice.

The Clerk has written to VR Glebe Path Ltd (the residents management company) to inform them a gate will be erected and members of the association will be given a key upon signing up to the conditions previously drawn up. They have no concerns other than the fact they believe those residents not part of VR Glebe Path Ltd may claim an historic right of access. The cost and erection of the gate has been added to the budget for new financial year.

- **PARKING ON THE SITE**

Adaptations to the green space at the front of the site to introduce additional parking will not be possible. The green space was a key planning requirement and any changes to park vehicles on this area will likely be refused by the Borough Council. The green space is owned by the resident's management company and would need all relevant residents voting in favour of any changes of use and works.

The Clerk has written back asking them to reconsider as Councillors believe that MBC and residents would be sympathetic, but also would they consider removing the parking

restrictions and/or provide four to six spaces for small commercial vehicles; a reply has not yet been received.

14.3. TOWN BRIDGE

14.3.1. TO DISCUSS THE OUTCOME OF THE TRAFFIC COUNT

The results have been received. Howard Stott will analyse them and provide a summary then the Clerk will circulate.

14.3.2. TO AGREE NEXT STEPS ON FOR THE TOLL BRIDGE INITIATIVE

The survey has been sent to ten potential contractors to provide quotes.

14.4. OTHER HIGHWAY ISSUES

14.4.1. IVY ON THE BRIDGE

The Clerk has written to residents asking them to remove the ivy that is growing from their gardens onto the bridge wall. TC agreed to remove his.

15. FLOODING

15.1. GENERAL UPDATE

YPC and Collier Street Parish Council have asked for replacement road closed signs as many have been damaged especially as Hampstead Lane and Maidstone Road have been regularly closed. This has caused an argument between KCC departments as to whose budget this is coming from. This has not been resolved and it will be discussed at the meeting with highways and a letter will be sent to Simon Jones KCC Corporate Director for Growth, Environment and Transport.

A complete review of flood actions in Yalding and Laddingford to include flood wardens, flood gates and road closures has commenced.

15.2. 6TH JANUARY FLOOD EVENT

15.2.1. DEBRIEF

Residents have written to congratulate the EA on the management of the river. The Leigh Flood Storage Area (LFSA) was used. There were flood warnings for the whole of Yalding, however, The Teise came and went very quickly reducing the flow along the Medway and allowing the LFSA to be emptied quite quickly. As far as we are aware no properties were flooded.

The Chairman has spoken to The EA about the poor condition of some residents' property protection.

15.2.2. WHO ARE SOUTH EAST 4X4 RESPONSE

South East 4x4 Response is a voluntary organisation that provides 4x4 vehicle support during adverse conditions in the Kent and Medway areas. They assist in situations such as severe weather, natural disasters, and other emergencies where regular vehicles might struggle. YPC introduced to them during 2013 floods and they are invaluable in manning the road closures and monitoring water levels. They also dragged some people (and a horse) out of the flood waters.

15.2.3. TO APPROVE A £500 DONATION TO SOUTH EAST 4X4 RESPONSE

They are a registered charity and the volunteers receive only kit and out of pocket expense. The charity receives retainers from higher authorities but nothing from the likes of YPC who have called on them several times. We gave them £500 after the 2019/20 floods. They were in The Parish from early am on the Monday until midnight on the Tuesday being 4 shifts of 4 volunteers per shift. The Chairman proposed the donation, PJ seconded and it was resolved unanimously.

They will be invited to The Annual Parish Meeting to collect it.

15.2.4. TO DISCUSS SOUTH EAST 4X4 RESPONSE REQUEST FOR RADIO AERIAL IN YALDING VILLAGE

The volunteers struggled with a signal for their radios and have asked that an aerial be installed. AS suggested that Gooselands may be a good place, DS will talk to Clockhouse.

15.2.5. STORAGE OF SAND BAGS

The Chairman will investigate putting a box behind the pumping station at the Tatt and re-look at using the old substation on Benover Road.

15.2.6. TO DISCUSS DEVOLVED POWERS FROM KCC TO CLOSE ROADS DURING FLOODING

Everyone at KCC who was involved in the initiative has left and streetworks have new rules and know nothing of the arrangement. The Chairman has forwarded a copy of the agreement to the new highway's manager/engineer.

15.3. SUBSTATION UPDATE

The matter is still ongoing. YPC will write to Golding Homes and MBC. The Chairman will also chase UKPower.

16. NEIGHBOURHOOD PLAN (NhP)

DH has asked for background information. A meeting was held on the 27 November. The Clerk and The Chairman will supply the information required and a further meeting will take place on 29 January 2025.

17. EVENTS

17.1. YULETIDE MARKET DEBRIEF

The event in The High Street had to be cancelled due to the high winds so a last-minute move to the village hall was arranged for a smaller Christmas Fair and the church opened as planned. It was very well received and successful considering the circumstances.

The Working Party has held a wash-up meeting and recorded learnings. Jason Bryant has stepped down as Chairman, Deeann Stead will take over and will also be The Parish Council representative.

17.2. VE DAY 80TH ANNIVERSARY CELEBRATIONS

17.2.1. STREET PARTY 4 MAY 2025

It appears that the bank holiday will not be moved so the street party will be on 4 May.

The King's Pageantmaster would like a theatre show and fish and chips to be involved. KW agreed to take the lead on the theatre show and perhaps some street artists. The Clerk will book the fish and chip van.

The Clerk and The Chairman will work up further plans as appropriate.

17.2.2. NATIONAL CELEBRATIONS THURSDAY 8 MAY 2025

The national celebrations that have also been suggested on the 8 May 2025 are:

- 9.00am fly VE Day Flag – this can be purchased.
- VE Day 80 Proclamation (no time given)
- Pipes (no time given)
- 6.30pm – bell ringing
- 9.30pm - light Beacons, play and sing 'I Vow To Thee My Country'. Lamp Light of Peace (these can be purchased), read The Tribute

The Clerk and The Chairman will work up plans.

18. CONSULTATIONS

One new consultation has been received this month.

- Gov.uk - Strengthening the standards and conduct framework for local authorities in England – 26 February 2025. All Councillors to respond.

Previous month:

- Maidstone Borough Gypsy, Traveller and Traveling Showpeople Development Plan Document – Preferred Approaches (Regulation 18b) Consultation – 12 December 2024. The Chairman report that Maidstone KALC have responded as a whole.

19. CORRESPONDENCE

19.1. KENT ASSOCIATION OF LOCAL COUNCILS (KALC) AND NATIONAL ASSOCIATION OF LOCAL COUNCIL (NALC) CORRESPONDENCE RECEIVED AND CIRCULATED

- NALC Chief Executive's bulletin – 5,12,19 December 2024, 09,16 January 2024
- KALC bulletin – 13,18 December 2024, 07,17,21 January 2024
- KALC News – December 2024

19.2. OTHER GENERAL CORRESPONDENCE RECEIVED AND CIRCULATED

- MVCP - Funded Hedgerow Project

19.3. OTHER CORRESPONDENCE RECEIVED BEFORE THE MEETING

- A Letter was received from residents congratulating the EA on the management of the rivers during recent flooding, this has been forwarded to the EA and our MP.
- A Letter was from local resident wishing to contact KCC with regard to water on Vicarage Road and water on village green. The Clerk has responded.

20. OTHER PARISH BUSINESS

20.1. TO AGREE ANY WELCOME LETTERS THAT NEED TO BE SENT

There were none

20.2. TO APPROVE REVISED CODE OF CONDUCT

The Chairman will circulate the latest version.

20.3. SPONSORING A COMMUNITY WARDEN

KCC is offering Parish Councils to sponsor a Community Warden, The Clerk attended a ZOOM meeting about this and gave a summary of the scheme to the meeting.

20.4. ENGLISH DEVOLUTION WHITE PAPER – DISCUSSION

The English Devolution White Paper is the Government's statement of their plans to reform local government. It covers a plan to reconfigure the current two-tier system of local authority, aiming to replace it with larger unitary authorities.

Kent has applied and awaits confirmation shortly. This will move through very quickly.

It is thought that all areas will need to have either Town Councils or Parishes otherwise those urban areas would have no local contact. KALC is talking with Cornwall and Cumbria and has set up a group of about 10 other ALCS to share the workload and information. There will need to be a quick transfer of assets to keep them local. There is no current information as to the role Town Councils and Parishes will play and KALC are working on our behalf at the request of KCC. KALC will update us as the project moves along. KCC have asked to defer the 2025 elections.

20.5. YALDING REPAIR CAFÉ - REQUEST FOR A YPC REPRESENTATIVE FOR OPENING ON 15TH MARCH 2025

Several Councillors will be attending the opening.

20.6. SECURITY AND INSURANCE FOR NEW TRAILER

The Parish Council insurance has confirmed that the trailer is covered when it is off the van, and third party via the van insurance when it is on the van. The Chairman is getting a quote to insure it separately for accidental damage, fire and theft. She will also ask what sort of security they require. KG will then purchase.

20.7. TO CONFIRM A ONE-YEAR CONTRACT WITH TOMATO, AN ELECTRICITY SUPPLIER, FOR STREETLIGHT ELECTRICITY.

The Clerk has checked with YPC's maintenance contractor about the implications of having a metered supply, who confirmed that no streetlights in the UK are metered.

Npower costs have increased further still and they have confirmed that they will not hold prices even in contract. That has left Tomato as the only option. A one-year contract is in progress with Tomato.

21. PARISH MATTERS

There were no parish matters.

COMMENTS ON PLANNING APPLICATIONS

- 24/505127/FULL Lees Lodge, Lees Road, Yalding
Alterations to form a double garage from 2no. Single garages including the erection of a single storey front extension.
NO COMMENT
- 24/505167/FULL Laddingford Engineering, Lees Road
Erection of a single storey side extension to form covered store on existing concrete hardstanding.
NO COMMENT
Providing it is maintained with and open front.
- 25/500137/TCA Lees Lodge, Lees Road
Yalding Conservation area notification to reduce three Limes (T1-T3) to a height of 11 metres and 5 metres spread and removal of all epicormic growth up to 6 metres height.
NO COMMENT
- 25/500067/LDCEX 1 Little Fowle Hall Oasts, Lucks Lane
Lawful Development certificate Existing use of land as (C3) residential garden land.
NO COMMENT
- 25/500100/FULL 1 Orchard Cottages Lughorse Lane Yalding
Section 73 - Application for removal of condition 1 (agricultural occupancy condition) pursuant to 90/0397 for - Removal of condition (ii) from planning permission MK3/63/488 dated 23 December 1963.
NO COMMENT
- ### **MBC PLANNING DECISIONS SINCE LAST MEETING**
- 24/504063/FULL Riverloft, Benover Road
Insertion of 2no.lockable sectional roller doors and 1no.side personnel door to the existing car ports (part retrospective).
REFUSED
- 24/504429/PNQCLA Land To East Of Benover Road, Yalding
Prior notification for the change of use of a building and any land within its curtilage from agricultural to Change of Use of an Agricultural

Building to one residential dwelling and associated operation development.

REFUSED

24/504203/PNQCLA

The Byre, Cheveney Farm, Vicarage Road.

Prior notification for the change of use of a building and any land within its curtilage from agricultural to 1no. dwellinghouse and associated operation development.

GEANTED

There being no further business the meeting closed at 22.19.

Signed.....

Date.....