

**Chinley, Buxworth and Brownside Parish Council**

**Minutes of the Parish Council Meeting  
held on Thursday 25 January 2018, 7.30pm  
at the Parish Room, 3 Lower Lane, Chinley**

**Present:** Councillors M Walton (Chairman), R Drabble, Mrs A Bramah (until 9pm), P Wilson, A Knox, W Smith, Mrs C Rofer and G Hewitt (from 7:55pm).

**In Attendance:** Clerk Mrs G Cooper, HPB Cllr C Howe, HPB Cllr J Kappes, Mr S Boyt, Ms L Sowerby, Ms C Forsyth and Mr P Trueman.

18/01/206 **Apologies for Absence**

Apologies were received from Councillors Mrs J Pettitt, M Travis and G Hewitt (late arrival).

Also noted apologies from DC Cllr A Fox and PCSO K Green.

18/01/207 **Registration/Declaration of Members Interests**

<b>Member</b>	<b>Agenda Item</b>	<b>Interest</b>
Cllr G Hewitt	8(a) Accounts for Payment	Married to R Bankole (cleaner)

18/01/208 **Community Police**

PCSO Karen Green was not present. An update was provided advising that there had been a number of burglaries in the parish and that the police were working on them. There had also been a number of reports regarding parking on the bridge at the Stubbins Lane/Maynestone Road junction. Police have attended but no action taken as it was not deemed a dangerous obstruction.

18/01/209 **Borough Councillors**

High Peak Borough Councillor Caroline Howe provided an update on the status of a number of planning applications within our parish. Further she explained that High Peak Borough Council would be making grants available to commemorate 100 years since the end of World War I and advised that information would be coming through soon. High Peak Borough Councillor John Kappes advised that monthly sessions of Citizen's Advice Bureau (CAB) would be commencing 7 February at the Community Centre in Chinley and that a further visit from CAB would take place at Book Swap on 14 February around the matter of energy saving along with a visit from Ruth George MP.

18/01/210 **County Councillor**

Derbyshire County Councillor Alison Fox was not present. However an update had been provided to say that DCC are looking at the flooding issues on the tramway in Whitehough. Also new drains are to be installed by DCC on Stubbins Lane w.c. 5 March. The speed hump on Green Lane is to be removed and resited at a date to be advised.

18/01/211 **Open Forum**

Ms C Forsyth and Mr P Trueman attended to speak about planning application HPK/2017/0656 that they had recently submitted to High Peak Borough Council for change of use to provide a doggy day care centre in the centre of Chinley village. Ms L Sowerby spoke to give her views in objection. High Peak Borough Councillor Howe, also present, indicated that the application may be appropriate for Development Control Committee. Cllr Pat Wilson advised Ms Sowerby to send in the petition of objection to High Peak Borough Council for their information as well as individual objections.

Mr S Boyt, a resident of Belgrade Avenue in Chinley, attended to request that the Parish Council install mirrors to assist drivers exiting Belgrade Avenue to improve safety. He was advised that this was not understood to be a legal option. Mr Boyt further requested the return of one such mirror that he claimed the Parish Council were in possession of further to a previous request some years ago. Mr Boyt was advised to check back with the Parish Clerk the following week so the external storage annexe could be checked.

18/01/212 **Minutes of the Parish Council Meeting held on 23 November 2017**

**RESOLVED:** That the minutes of the Parish Council Meeting held on 23 November 2017 be approved for signature by the Chair as a true and correct record.

18/01/213 **Chair's Update**

The Chair advised that he had had to request a correction to the Transport Group's minutes for the meeting he had attended in November regarding the use of the s106 monies.

18/01/214 **Clerk's Report**

The Clerk's report was received.

18/01/215 **Chinley Community Centre Project**

We were informed that Hayley Lever had resigned from the Community Centre Project committee. A vote of thanks was given for the tremendous amount of work that she had achieved during her time on the project. The Chair has arranged to meet with Phil Manford to evaluate the current state of the community centre as a number of issues had arisen over recent weeks. We will await to hear if the Community Association have any other volunteers to take over Hayley's role as Fundraiser. Our priority will now be to ensure a safe and fit-for-purpose building in the short term. An application has been submitted by the Clerk for the exterior of the building to be painted as part of a Clean-Up project.

18/01/216 **Playground Inspection Reports**

The playground inspection reports were received.

**RESOLVED:** To approve for Phil Manford to sweep the path at Buxworth on three occasions before the end of March at £20 per time.

Councillors Knox and Smith had agreed to repair the broken fencing along the back of the car park in Chinley

18/01/217 **Chinley Playground Project**

Two quotes and designs had been received to date from Kompan and Wicksteed. The design images were shared with the meeting. It was noted that we were awaiting a third quote and design from HAGS who had also highlighted the possibility of a maintenance plan as part of a package they could offer. Once all three quotes and designs had been received the Clerk would consult with the local schools and toddler groups with a view to selecting the company that we would like to take the project forward with at the February meeting.

18/01/218 **Grounds Maintenance**

It was noted that we still have not received an invoice from DCC for the grounds maintenance services they have provided for the last or current financial year despite numerous requests. Looking to the grounds maintenance contract for 2018/19 a quote has been received from DCC. Burleys, an alternative grounds maintenance services provider, has taken a look at our requirements and their quote is anticipated. Mark Lomas is also expected to quote for some of the items. Once all the information is received the Clerk will meet with the General Purposes Working Group with a view to bring recommendations on how to proceed at the February meeting.

18/01/219 **Christmas 2017**

Further to our Christmas lighting arrangements in the parish a number of issues had arisen which made sense to consider in preparation for next year.

**RESOLVED:** To approve the purchase of two new sets of flashing lights in warm white for the parade and small Christmas trees.

**RESOLVED:** To get a quote to install a new tree holder above Rollies pizza shop in Chinley and permission in principle from the owner that he would support this.

**RESOLVED:** To get a quote to install a new tree holder above Café Bombay in Chinley so that both trees were installed at the same angle and permission in principle from the owner that he would support this.

**RESOLVED:** To approve the cost of £82.90 charged by ProSafe Electrical Services to relocate the tree holder and connection box at the Conservative Club in Chinley to make room for their new business sign.

**RESOLVED:** To set up the lights on both the trees in Chinley and Buxworth as per last year with a mixture of red, white and blue on each tree cascading down.

**RESOLVED:** The Community Association to be responsible for their own tree and lights.

18/01/220 **Grit bins**

It was noted that we have received £345 via Derbyshire Police under a restorative justice scheme for our grit bin on Stubbins Lane that had been blown up. A replacement grit bin has been ordered from DCC at a cost of £361.49 ready-filled with grit to be installed shortly. Thanks to Cllr Knox for removing the remnants of the old bin.

We are still waiting to hear whether DCC would consider filling a grit bin rather than leaving a salt heap on the unnamed road between The Wash and New Smithy if we were to pay for the grit bin to be supplied and installed. A grit bin supplied and installed by DCC unfilled would cost £342.74. A decision will be deferred until we have a response from DCC.

**RESOLVED:** We will add the small grit bin in the car park at the Community Centre to our list of grit bins that we are responsible for.

18/01/221 **S137 Funding Requests**

It was noted that further requests for s137 funding had been received from Chinley Youth Club, Buxworth Football Club and Citizen's Advice outreach sessions. Further requests were anticipated. Due to time constraints in the meeting it was proposed that the Clerk circulate a list of all requests with suggested amounts prior to the next meeting and that a final decision on all requests will be agreed then.

18/01/222 **TRO's and Parking Issues**

It was understood that the public consultation over traffic restrictions in Chinley and Whitehough was imminent with advertising to take place in February. The concerns raised by resident Moira Hardy over parking on the bridge leading to Stubbins Lane and Maynestone Road were discussed. Isobel Mulligan at DCC had suggested we put up posters on lamp posts asking drivers to consider whether an emergency services vehicle would be able to pass. The issue had also been raised with PCSO Karen Green.

**RESOLVED:** General Purposes Working Group members to put up laminated copies of the emergency services posters on lamp posts close to the bridge leading to Stubbins Lane and Maynestone Road as suggested by Isobel Mulligan.

18/01/223 **Road signs on B6062**

An overview was provided of the issue raised by Mr Arnfield regarding the ongoing problem of high vehicles ignoring signs on the B6062 towards Buxworth. The response from Isobel Mulligan at DCC was noted.

**RESOLVED:** To speak to Mr Arnfield and arrange to meet him with Cllr Drabble with a view to identifying 3 possible locations for a further sign and forward these locations to Isobel Mulligan for consideration.

18/01/224 **Planning Applications**

The following planning applications were received and comments approved:

**HPK/2017/0619** - Proposed outline residential development of 3 houses on the land adjacent to 32 Princes Road, Chinley, incorporating landscaping, car parking and access from a private drive. 32, Princes Road, Chinley, SK23 6AB. Mr & Mrs Thompson. **The majority of Chinley, Buxworth and Brownside Parish Council do not object to the proposed development in principle. However, we remain concerned about the lack of turning space and request that DCC adopt the full length of Princes Road.**

**HPK/2017/0594** – Proposed new vehicular access and visibility splay lines. Land adjacent to Dolly Wood Close, Buxworth, SK23 7NX. J Westbrook, Corridor Limited. **The Parish Council strongly objects to the proposed new access and visibility splays, which would completely destroy the very attractive rural character and appearance of Dolly Lane. The applicants have provided no justification for seeking to impose such damage to the local environment.**

**HNT/2017/0024** – Proposed single storey rear extension. 2 Alders Avenue, Chinley, SK23 6DS. Mr Andrew Hulse. **No response given since there are no detailed plans to assess.**

**NP/HPK/1217/1244** – Proposed provision of an agricultural building. South View, White Knowle, Chinley. Mr M Lewis. **Chinley, Buxworth and Brownside Parish Council accept the need for the proposed agricultural building to support the farming activity and consider it preferable to leaving the farm machinery out in the open. We therefore have no objections, subject to the roofing material being a dark colour and an appropriate landscaping scheme being introduced.**

**NP/HPK/1217/1252 & 1253** – Proposed conversion of barn into dwelling and Listed Building consent. Works to include internal alterations and external site works. Slack House Farm, The Wash, Chapel-en-le-Frith. Mr I Joyce. **Chinley, Buxworth and Brownside Parish Council have no objections to these applications. We consider the proposed barn conversion to be a good means of conserving this important and imposing derelict building.**

**HPK/2017/0624** – Proposed Variation of Condition No. 2 on HPK/2014/0486 for changes to approved plans including increase to roof heights of buildings, changes to footprint of buildings, use of timber cladding, and changes to window openings and glazing. High Peak Borough Council Offices, Buxton Road, Chinley, SK23 0QJ. Mr Roger Stevenson, Stevenson Deane Property Co Ltd. **Chinley, Buxworth and Brownside Parish Council objects to the proposed variation to condition No. 2 for the following reasons:**

- 1) The original approved plans were for a high quality business park that would provide some good quality job opportunities in**

- the area. These proposed changes are in danger of undermining this objective.
- 2) The use of timber cladding, in place of the approved glazing, is completely inappropriate and significantly lowers the quality of the development.
  - 3) The further raising of roof heights makes the development even more prominent in views from Charley Lane and elsewhere and has now reached the point where their heights are inappropriate for their setting.

**We wish to re-affirm our support for the original plans and are very concerned about the developers' blatant disregard for the approved plans. This makes us wonder what their real intentions are.**

**HPK/2017/0643** – Proposed replacement dwelling. Fern Lea, Buxton Road, Chinley, SK23 6DT. Messrs R Spicer and A Bains. **Chinley, Buxworth and Brownside Parish Council support this application. We consider it an innovative and sustainable design solution for the site, it would not compromise the openness of the green belt and is much better than the unsatisfactory fall-back position of adding various extensions, additions and alterations to the existing dwelling established under the Certificate of Lawfulness.**

**HPK/2017/0656** – Proposed change of use from class B to sui generis (Dog Day Care Centre & Grooming Parlour). 3 Portland Grove, Chinley, SK23 6AX. Mr P Trueman. **Chinley, Buxworth and Brownside Parish Council acknowledge that this is a well presented application. However, the unit in question is in very close proximity to residential properties and shops. A number of residents who object to the scheme have very valid concerns about the impact on their residential amenity, particularly through noise, smells, unsuitable access and lack of parking space. We have significant doubts that these concerns can be effectively resolved or mitigated.**

**HPK/2017/0695** – Proposed stable building and access trackway. Millstone Willows, Beet Lane, New Smithy, Chinley, SK23 6DZ. Mr Jeremy Thorpe. **The Parish Council has no objection to this application.**

18/01/225 **Accounts for Payment**

**RESOLVED:** That the accounts listed below be accepted for payment in January.

Payee	Description	Amount
Fleur Telecom	Broadband (January)	£ 22.00
Jackson Carpets Ltd	Rent 3 Lower Lane (January)	£ 277.00
Npower	Light/power 3 LL (January)	£ 59.00
NEST Corporation (Pension)	Pension (January)	£ 58.81
Mrs G Cooper	Clerk's Account (January)	£ 954.44
HM Revenue & Customs	PAYE & NI (January)	N/A
HPBC	Christmas tree install Buxworth	£ 114.65
DALC	CILCA training	£ 250.00
United Utilities Water Ltd	Christmas trees	£ 396.98
ProSafe Electrical Services	Christmas tree lighting works	£ 1,567.40
Hall's Mica Hardware	FOCP tools & Christmas tree lights Parish Room	£ 115.74
E-on	Electricity Squirrel Green	£ 40.25
Andy Thompson Tree Care	Putting up and removing Christmas trees	£ 260.00
Rosena Bankole	Cleaning Parish Room	£ 70.00
Stanway & Hallows	Christmas lights	£ 15.60
Rusco Services Ltd	Antivirus renewal	£ 40.00
A K Products	Newsletters and printing	£ 310.96
	<b>TOTAL</b>	<b>£ 4,552.83</b>

18/01/226 **Q3 Accounts**

Accounts for Quarter 3 2017/18 were presented.

**RESOLVED:** To approve the accounts for Quarter 3 2017/18 as presented.

18/01/227 **Budget and Precept 2018/19**

The meeting received the recommendations of the Finance Group for the 2018/19 Budget and Precept.

**RESOLVED:** To approve the recommendations of the Finance Group as presented and to set the 2018/19 budget at £126,862.43.

**RESOLVED:** To approve no increase on the precept which will provide £52,810.56 for 2018/19 the same as for 2017/18 and hence no change to the Band D charge.

18/01/228 **Bank Account**

Information on accounts with both Barclays Bank and Unity Trust Bank with dual authority for online banking transactions were presented for consideration.

**RESOLVED:** To approve the opening of a new current account with Unity Trust Bank to enable online banking transactions with dual authority.

**RESOLVED:** To approve the following persons as signatories on the new Unity Trust Bank account: Clerk Mrs G Cooper, Cllr M Walton, Cllr G Hewitt, Cllr P Wilson and Cllr R Drabble.

**RESOLVED:** To approve the bank charges associated with the bank account which are currently £6 per calendar month plus 15 pence per individual credit or debit transaction.

It was further noted that once the new account was open we would need to consider at a later meeting how much money to move across into it and look into options for high interest deposit accounts for the balance of monies.

18/01/229 **Telephone and Broadband Contract**

It was noted that our current contracts for telephone and broadband services were held with separate companies and that there was scope to make a cost saving by moving to one provider for both as well as make an improvement to the broadband connection and speed. Information on contracts with BT Home, BT Business and Fleur Broadband to provide telephone and broadband services (Copper or Fibre) were presented for consideration.

**RESOLVED:** To approve the set-up of a 24 month contract with BT Business for both telephone and broadband services with unlimited calls to both landlines and mobiles and unlimited fibre broadband at a cost of £52 per month, fixed for the length of the contract, plus a one-off fee of £20 to change to a business line and £8.50 for a new router.

18/01/230 **Suspension of Standing Orders**

**RESOLVED:** To suspend Standing Orders to allow the meeting to continue.

18/01/231 **Summer Planters**

Information on the cost of the summer planters on a three year contract was presented.

**RESOLVED:** To approve the contract with Plantscape for 5 x 3-tier summer planters for 2018, 2019 and 2020 at a cost of £895 plus VAT per year.

18/01/232 **Correspondence**

The following items of correspondence were received:

1. Democratic and Community Services HPBC – information from the Elections Team advising how to request copies of the Full Register of Electors published 1 December 2017.
2. CLH Pipeline System Ltd – advising that contractors will be carrying out a non-invasive walking survey of the condition and depth of the pipeline commencing from the 11 December 2017.
3. BT – advising that the price of calls will be increasing from 7 January 2018.

4. Paul Tattam Chinley & Buxworth Transport Group – advising that on Tuesday 16 January 2018 a new plaque and noticeboard to celebrate 150 years of Chinley station will be unveiled at Chinley station.
5. RBS – notification of changes to the way their business is structured - the Ring-fencing Transfer Scheme.
6. nPower – details of our new electricity contract effective from 17 January 2018.
7. Armelle Hatch – raising concerns over the road layout in front of Buxworth School.
8. Democratic Services HPBC – details of Code of Conduct refresher training for Councillors on Tuesday 27 February 2018.
9. Seamus Carroll DCC – details of funding secured by the Community Safety Unit for 2017-18 to repeat the Clean-up project done in previous years including application form.
10. Linda Page FOCP – request that the Parish Council take back responsibility for mowing the paths, picnic area and around the benches three times a year in April, June and August with a mowing map provided. In addition a requirement for two hours in Spring and September to trim back the encroaching raspberry canes under FOCP instruction.
11. Rural Action Derbyshire via DALC - details of the first National Village Halls week during w/c 22 January 2018.
12. HPBC – advising that from 1 January 2018 they will no longer be sending paper copies of planning applications to Parish Councils in the High Peak.
13. Planning Liaison Officer PDNPA - latest Parish Bulletin from Planning Services including a Staff Structure Chart due to a number of changes within the Planning Services team.
14. HPBC Caroline Howe – copy of email to Northern Rail regarding lack of gritting on the path, footbridge and platforms of Chinley Station despite the advance weather warnings.
15. Derbyshire Highways Hub – notification of temporary road closure on Dolly Lane, Buxworth from 19 March to 21 March 2018 to facilitate water hydrant renewal works.
16. HPBC - letter and form in respect of parish precept requirements for the financial year 2018/19. The return date for precept requirement is 5 February 2018.
17. Sally Curley HPBC – advising that the Parish Council could go ahead with the playground project before the Phase 2 monies from the Forge Road development have been received and the balance could then be transferred when received by HPBC. However the Parish Council would have to consider the risks of the monies not arriving.
18. DCC Development Management - proposed changes to Derbyshire County Council's Local List.
19. PDNPA - advance notice of the annual Parishes' Day organised by the Peak District National Park Authority to be held on Saturday 29 September.
20. HMRC – advising we will receive a new customer identification number for future VAT claims due to system updates.
21. DCC Highways Division – copy of a complaint sent to them from a Whitehough resident regarding deterioration of the recently laid road surface on Whitehough Head Lane.
22. Peak Park Parishes Forum - the Forum's response to PDNPA's recent consultation on Development Management Policies.
23. HMRC – advising that there is a credit of £191.02 on our PAYE account.

24. Mr Arnfield – continued frustration with high vehicles ignoring signs on B6062 towards Buxworth and having to reverse near bridge damaging grass verges.
25. Mr Burton – requesting the Parish Council recommend refusal of planning application HPK/20107/0656.
26. Poynton Town Council – invitation to comment on the Poynton with Worth Neighbourhood Plan.
27. Derbyshire Highways Hub – notification of temporary road closure on Maynestone Road, Chinley from 26 February to 2 March 2018 to facilitate tree works.
28. Plantscape – new 3-year summer planters contract to confirm.
29. Emma Makarova – The contract for the FTTP broadband project has now been signed by Buxworth Pre-School due to concerns raised over whether the Parish Council could act as legal entity. They offered their thanks for our support over the last year, in particular paying for postage costs.
30. FOCP – request that we consider budgeting £180 for supporting the works of FOCP in 2018/19.
31. John Williamson HPBC Planning – confirmation that the deadline for comments on HPK/2017/0656 has been extended to 28 January 2018.
32. Juergen Klose – wondering whether we would be interested in a twinning/partnership with the village of Engelstadt in Germany.
33. Moira Hardy – raising concerns over parking on the bridge leading to Stubbins Lane and Maynestone Road.
34. CLH Pipeline System Ltd – further to a letter in November 2017 advising that contractors will be re-walking the route of the pipeline in order to carry out a further separate survey commencing 24 January 2018.
35. Town Clerk, Whaley Bridge Town Council – asking our thoughts on HPBC no longer sending out hard copies of planning applications for consultations.
36. Louise Ball - thanks for the donation towards the Christmas Lights Switch On event at Buxworth School.
37. SLCC – update on requirements of the General Data Protection Regulation (GDPR) including Advice Note.
38. Linda Page FOCP – request for funding support for Citizen’s Advice outreach sessions to take place monthly at Chinley Community Centre.
39. Vicky Breeze, Treasurer Chinley Youth Club – request for funding support for equipment and/or running costs of new club to be re-established.
40. Amy Longdon Buxworth FC – requesting support to tackle dog fouling on the Buxworth football pitch and requesting financial support to pave around the new changing facility.
41. Linda Page – request that FOCP may accept the offer to host four workshops on dry-stone walling in Stubbins Park.
42. Ian Edgar BBHT – advising that Kier have now finished the contracted works and are generally satisfied with the site following the contractor’s departure. Any feedback welcomed prior to close out meeting with Kier and the Canal & River Trust on 29 January.
43. Derbyshire Highways Hub – notification of temporary road closure on Stubbins Lane, Chinley from 5 March to 9 March 2018 to facilitate highway drainage works.
44. Derbyshire Highways Hub – notification of temporary road closure and reduced speed limit on Chapel By-pass overnight from 30 April to 27 May 2018 to facilitate bridge expansion joint replacement works.
45. Cllr Bramah – request that Parish Councillors have name badges.

46. Martin Berriman via FOCP – notifying us that there is a lot of rubbish in the quarry area. He may be able to get 1<sup>st</sup> Chinley Scouts to clear it if the Parish Council provided a skip.

Further to the Correspondence items the following was noted:

- Item 10: The Parish Council will take back responsibility from FOCP for mowing the paths and the picnic area three times a year in April, June and August with a mowing map provided and trim back the raspberry canes for two hours in the spring and in September.
- Items 12 & 35: The Parish Council are happy to receive notification of planning applications via email and view online rather than receive paper copies. It was acknowledged that it was useful to receive paper copies for big applications but the cost savings and environmental impact of HPBC not sending them in paper form was recognised and it was noted that the online system is easy to use.
- Item 21: The Parish Council support the comments in the letter regarding the deterioration of the road surface on Whitehough Head Lane and acknowledge that it does affect our residents. A letter should be written to DCC in support of the problem including a suggestion that the road chippings are brushed.
- Item 32: The Clerk to ask DALC for any advice on twinning and whether there is any formal procedure necessary.
- Item 40: To advise Buxworth Football Club that they should contact High Peak Borough Council for support in tackling dog fouling on their football pitch.
- Item 41: That FOCP can accept the offer to host workshops on dry-stone walling in Stubbins Park this year.
- Item 46: Cllrs Know, Smith and Drabble to investigate the problem and report back.

18/01/233 The following DALC Circulars were received and circulated.

**DALC Circular 14/2017: General Circular**

- An introduction to Project Management: Practical Tools and Techniques
- Business rate relief on public conveniences – Sector Survey
- DALC Spring Seminar 2018 – 17 April
- Parental Bereavement Leave
- Diversity Commission
- New Legal Briefings
- NALC responses to Government Consultations
- Did you know? Summons
- Certificate in Local Council Administration (CiLCA) Spring Session
- Law & Good Practice of Local Councils + Updated GDPR Legislation Course

**DALC Circular 15/2017: General Circular**

- External Audit Arrangements for 2017/18
- Transparency fund – running out of time
- General Data Protection Regulations (GDPR)
- Pay Offer for Local Government Workers 2018 - 2020

- HR update: use of self-employed contractors
- Bird Flu
- Civic Voice Design awards 2018
- Community Infrastructure Levy – what next!
- New Grant open: Angling Improvement Fund
- Disposal of used furniture
- DALC Office Christmas closure

**DALC Circular 01/2018: General Circular**

- Index of most important elements of 2017 DALC Circulars

**DALC Circular 02/2018: General Circular**

- GDPR
- We're here for you
- HR & APPRAISAL TRAINING
- Annual Governance and Accountability Return

18/01/234 **Reports from Working Groups**

Cllr Drabble reported that he had looked at the slats on the bench near to the Crown & Mitre. It would cost £150 to replace with hardwood and £10 to replace with softwood.

**RESOLVED:** To approve the replacement of the slats with softwood at a cost of £10. Cllr Drabble to arrange the repair.

18/01/235 **Clerk update**

It was noted that the Clerk had been called for jury service later this year and that the Council would not pay the Clerk's salary during any time off.

There being no further business, the meeting was concluded at 9.50pm.

Signed as a true and correct record of the meeting.

Chairman .....

Dated.....