

SCOTTER PARISH COUNCIL

Minutes of the Annual Meeting of the Council held on 21st May 2007

PRESENT: Councillors J. Allen, B. Billam, M. Brown, J. Bullivent, D. Capes, C. Day, J. Fillingham, S. Rayner and A. Sheardown, M. Brown (Clerk).

20 2007/08 : To Select and Appoint a Chairman

Councillor Day explained that pressure of work during the late spring and summer months precluded him from continuing in the role. No nominations were received for any other Councillor.

Councillor Capes expressed his concern that he had not had prior notice that this was likely to be the case as, with sufficient notice, he could have rearranged personal matters to enable him to take on the role. However, Councillor Day responded that the lack of potential nominations had only been highlighted by him to the Clerk during the previous week. With no nomination being made, Councillor Day explained that (for the meeting to continue) a chairman for this meeting would need to be selected. Councillors could then consider the issue prior to the next Council meeting, with the selection of a Chairman of the Parish Council the first agenda item at that meeting. Councillor Day also expressed his willingness to act as Chairman during the months September to April inclusive, if that may allow another Councillor to make such necessary arrangements prior to the next meeting to enable them to take the Chairmanship for the period up to September. He also offered to act as Chairman for this meeting as he had been actively involved in the agenda preparation. Proposed by Councillor Fillingham, seconded by Councillor Allen, and with all agreed, it was :

RESOLVED : That Councillor C. Day be appointed as Chairman for this meeting and that the selection of a Chairman of the Parish Council be the first item on the agenda of the June Council Meeting.

21 2007/08 : To receive and approve apologies for absence

An apology was received from Councillor Armstrong. Proposed by Councillor Sheardown, seconded by Councillor Brown and agreed by all, it was :

RESOLVED : To approve the apology from Councillor Armstrong.

An apology was also received from District Councillor Parry.

22 2007/08 : To Select and Appoint a Vice-Chairman

In light of the lack of nomination for Chairman, proposed by Councillor Fillingham, seconded by Councillor Billam and with all present agreed, it was :

RESOLVED : That the selection of a Vice-Chairman be deferred until a Chairman of the Parish Council is selected.

23 2007/08 : To Select and Appoint a Planning Committee

Councillor Sheardown expressed a wish to stand down from this Committee. Proposed by Councillor Rayner, seconded by Councillor Brown and all agreed, it was :

RESOLVED : That the Planning Committee be made up of its existing membership, with the exception of Councillor Sheardown, and that the Parish Council formally delegates to the Committee the function of responding to planning applications (as allowed under section 101(1) of the Local Government Act, 1972). In consequence, the Planning Committee will be made up of Councillors J. Allen, B. Billam, M. Brown, D. Capes, J. Fillingham and S. Rayner. The Planning Committee will elect its Chairman at its next meeting.

24 2007/08 : To Select and Appoint a Cemetery & Allotments Working Group

Proposed by Councillor Fillingham, seconded by Councillor Billam and all agreed, it was :

RESOLVED : That the existing membership of the Cemetery & Allotments Working Group should remain unchanged. In consequence, the working group will be made up of Councillors J. Allen, M. Brown, D. Capes, C. Day and S Rayner.

Initialled Chairman

25 2007/08 : To Select and Appoint an Asset Management Working Group

Proposed by Councillor Brown, seconded by Councillor Day and all agreed, it was :

RESOLVED : That the Asset Management Working Group be made up of Councillors D. Capes, J. Fillingham and A Sheardown.

26 2007/08 : To Select and Appoint a Responsible Finance Officer (RFO)

Proposed by Councillor Fillingham, seconded by Councillor Sheardown and all agreed, it was :

RESOLVED : That M. Brown (Clerk) be re-appointed as the Responsible Finance Officer.

27 2007/08 : To Select and Appoint a representative to the Village Hall Association and the Playing Fields Committee.

Proposed by Councillor Day, seconded by Councillor Fillingham and all agreed, it was :

RESOLVED : That Councillor B. Billam be appointed as the representative to the Village Hall Association.

Proposed by Councillor Allen, seconded by Councillor Sheardown and all agreed, it was :

RESOLVED : That Councillor J. Bullivent be re-appointed as the representative to the Playing Fields Committee.

28 2007/08 : To Select and Appoint a Flood Warden

Proposed by Councillor Brown, seconded by Councillor Capes and all agreed, it was :

RESOLVED : That Councillor J. Bullivent be re-appointed as the Flood Warden.

29 2007/08 : To receive declarations of interest

No declarations were made at this point.

30 2007/08 : To approve the notes of the Council Meeting held on 16th April 2007 as the Minutes of that meeting.

Proposed by Councillor Allen, seconded by Councillor Bullivent and with all agreed, it was

RESOLVED : To approve the notes of the Council Meeting held on 16th April 2007 (as circulated) as the Minutes of that meeting. These were signed by the Chairman of the meeting.

31 2007/08 : To review the Council's Standing Orders & Financial Regulations

Proposed by Councillor Fillingham, seconded by Councillor Allen and with all agreed, it was :

RESOLVED : To approve the Council's Standing Orders & Financial Regulations, as currently written, for use during 2007/08. Further reviews to be carried out, as necessary, in light of the adoption of the revised Code of Conduct and the assessment of effectiveness of internal audit arrangements.

32 2007/08 : To approve the investment of £25k in a guaranteed investment bond

Proposed by Councillor Brown, seconded by Councillor Day and all agreed, it was :

RESOLVED : To approve the action of the RFO in setting up a guaranteed investment bond for a period of 3 months in the amount of £25k. This will generate interest at 4.84%, compared with the deposit account rate of 3.25%.

33 2007/08 : To complete the Annual Return for 2006/07

The Council considered the statement of accounts and the explanations prepared by the RFO for significant variances from the previous year. It also considered the actions it had taken during the course of the year to meet its responsibility for governance of the accounts and internal controls and, in line with the new requirement, carried out a review of the effectiveness of its internal audit arrangements. The internal auditor, R.N. Store & Co Chartered Accountants, clearly meets the requirements of independence and competence and the scope of the audit and the responsibilities of the parties are set out in the letter of engagement. The Council is satisfied that (other than the completion of the annual report on section 4 of the Annual Return) the internal auditor will only

Initialed Chairman

submit a formal report to the Council in those circumstances where it believes that the internal control objectives are not being met to the standard required to meet the needs of the Council. On the basis of the above, proposed by Councillor Fillingham, seconded by Councillor Brown and all agreed, it was : **RESOLVED : To approve the statement of accounts for 2006/07, to approve the explanations of significant variances from the previous year, to respond affirmatively to the annual governance statements in Section 2 of the Annual Return and to confirm the effectiveness of R. N. Store & Co as internal auditor.** The Chairman of the meeting and the Clerk/RFO then signed the requisite sections of the Annual Return.

34 2007/08 : To receive a report from Councillor Day on the Police's Neighbourhood Panel Problem Solving Training Day

Councillor Day reported on this event which he attended on Saturday 28th April 2007. Neighbourhood Panels is the new name for the Community Panels, set up by the Community Beat Officers with members of the public in their areas. The training day explained the objective of the panels and sought to explain the process carried out by the police once issues had been raised by panels. This included the escalation process should responses not be received in a reasonable time.

35 2007/08 ; To receive a report from Councillor Day on the Parish Assembly Meeting with WLDC on 16th April 2007

Councillor Day reported that the event opened with a brief outline of WLDC's Corporate Strategy but was then left unstructured to allow members of Town & Parish Councils to meet and talk with WLDC officers, many of whom were in attendance. This he found particularly useful. In a discussion with Rachel North, she confirmed that much effort had been put into improving communications and liaison between LCC and WLDC and this is now bearing fruit. The next challenge, which cannot be underestimated due to the sheer numbers involved, is to improve the effectiveness of WLDC's consultations with the Town & Parish Councils.

36 2007/08 : To consider the method of storage of fuel for the mower

In consequence of minute 10 2007/08, the Clerk reported that she had investigated the legal requirements for the safe storage of petrol. Whilst the Council's usual storage of fuel is well below the allowable limit (275 litres), a review of the method of storage is required in light of The Petroleum-Spirit (Motor Vehicles etc.) Regulations, 1929. The HSE states that petrol should only be stored in metal containers of up to 10 litres' individual capacity and plastic containers of up to 5 litres' individual capacity. The former can be purchased for c. £16 each inclusive of VAT. Proposed by Councillor Rayner, seconded by Councillor Bullivent and all agreed, it was : **RESOLVED : To purchase 8 x 10 litre metal containers for the storage of fuel.**

37 To agree mode of signature for contracts related to open spaces

The Clerk reported that the Council's legal advisor is progressing the conclusion of contracts for the Council to take over ownership and responsibility for various public open spaces within Scotter and wishes to ascertain how the Council intends to approve/sign the contracts. Proposed by Councillor Day, seconded by Councillor Brown and all agreed, it was :

RESOLVED : That draft contracts be included for approval as an agenda item at a Council meeting. Once approved by the Council, the Clerk to then sign the formal contract as the Proper Officer of the Council.

38 2007/08 : To receive a report from the Cemetery & Allotments Working Group on its recent safety inspection of the cemetery.

Councillor Brown reported that the cemetery was attended on 21st May 2007 to carry out the monthly safety inspection and all was found to be in good order.

39 2007/08 : To receive the Clerk's Report

The Council noted the following report presented by the Clerk :

Initialed Chairman

75a 2004/05 : Public open space adoption and maintenance

Following a recent inspection of the open space at Stamford Homes, Councillor Day reported to the Clerk that the remedial work required in relation to the landscaping had still not been carried out. The Clerk chased Stamford Homes again on this topic, copied to the Council's legal advisor. Stamford Homes responded, agreeing to remove the stones/rubble protruding above mower level from the grass and to mulching around the beech hedging (at a cost to Stamford Homes of £400). In relation to the fencing, it will also remove the fence as outlined in the Council's letter. However, in lieu of the Council's request for 4 no. concrete markers to be installed to delineate the boundary of the property, it has suggested an alternative (to retain the posts of the fence, cut down to just above ground level, chamfered off and the cut end re-treated to act as markers). This was discussed by the Council, which was concerned that the wooden markers would present a trip hazard, may hamper grass cutting activities/damage the mower and are not the proper way to show a boundary. Proposed Councillor Allen, seconded Councillor Capes and all agreed, it was :

RESOLVED : To respond to Stamford Homes, requiring the removal of all parts of the fence and the installation of 4 concrete boundary markers, as previously requested.

The Council's legal advisor received a draft contract from Beal Homes' solicitors which required significant amendment to fairly reflect the agreement reached between the parties. The legal advisor prepared a revised draft and sent this to the Clerk for comment. Whilst the Clerk has responded with some minor comments, she now understands that Beal Homes' solicitors have provided a revised draft contract, accepting all of the legal advisor's amendments. The legal advisor will now propose some minor amendments to it to take into account the Clerks' comments. The draft shows that Beal Homes wishes to convey both parcels of land at the same time, as intimated during the last negotiation.

At the time of writing, nothing further has been heard from WLDC Planning in relation to the outstanding conditions relating to the public open spaces at Waggoners Close and Site B, The Rookery. The Clerk received a telephone call from a resident of Waggoners Close asking for an update as to the position in respect of the open space, the grass having not been cut for some time. The Clerk referred the parishioner to Mr Dickinson of WLDC.

103 2006/07 : Potential Pedestrian Crossing – A159

The Clerk wrote to Councillor Underwood-Frost on 28th March 2007 to ask whether there was anything else he could do to progress this matter. No response has been received.

147 2006/07 : War Memorial web page

Councillor Sheardown informed the Council that progress continues to be made on the webpage, with interest being shown by a large number of parishioners in providing information.

152 2006/07 : Annual Parish Meeting, 2007

Despite the very informative presentations provided by many local organisations, the attendance on the evening was disappointing with only 54 members of the public being there (many of whom were there on behalf of their organisations). The Clerk will update the APM webpage to reflect this fact. Some issues were discussed with members of the Council that merit inclusion as agenda items at future Council meetings. The first (relating to the maintenance of the Riverside lane) will be on the June meeting agenda.

165 2006/07 : Invoice query with Duet

As nothing further has been heard from Duet in relation to the Council's query regarding its VAT status and the Council's cheque for the undisputed element of Duet's invoice has been cashed, it was agreed that there is no merit in pursuing the matter further and that it should be filed.

169 2006/07 : Funding for new tennis courts

Groundworks Lincolnshire's bid for £10k towards new tennis courts was rejected because it was submitted without firm tendered prices. Groundworks has raised its concern with the consultant (Arylect Associates) who is yet to finalise the specification for the work to allow tenders to be sought. This is inevitably delaying the project so it is not now known when the Council's offer of third party funding in the amount of £1055.70 will be taken up.

173 2006/07 : Title deeds for Council-owned land

The Council's legal advisor investigated the more recent conveyance of some cemetery land to an adjoining occupier and has now been able to obtain an officially certified copy of the original conveyance of the cemetery land to the Council in 1927. In relation to all of the other parcels, a statutory declaration will be made, timing dependent on the outcome of current land issues.

189c 2006/07 : Signposting to new roads off Elizabeth Close

Nothing further has been heard from Mr Radley, WLDC, in relation to this matter.

12b 2007/08 : Affordable housing status

The Clerk is still awaiting a response to the Council's letter to the Senior Rural Housing Enabler for the district querying the status of some of the recently erected affordable properties in Scotter that are not being managed by a Registered Social Landlord.

6 2007/08 : Notice board for Scotter cemetery.

The Clerk has placed the order for the new cemetery notice board. Its lead-time (4 to 5 weeks from order placement) should ensure that the invoice can be paid prior to the deadline set by WLDC for the receipt of proof of payment, to enable the release of the Councillor's Initiative funds.

7 2007/08 : Repair of Susworth notice board.

Des's Joinery has now completed the repairs to the Susworth notice board and has done an excellent job. As agreed with the Council, the damaged panes were replaced with new polycarbonate sheeting and, as there was no benefit to be had from "bulk" ordering, sufficient sheeting was purchased to replace the bays in the Susworth board only. The invoice is awaited. The Clerk has noted that the boards are not currently covered by insurance and it was agreed that this be attended to when the new cemetery notice board arrives.

17a 2007/08 : Felling of trees on Sands Lane

The Clerk wrote to WLDC to query why the trees on Sands Lane had been removed on 16th April 2007, by whom and on whose authority. She also received three complaints from members of the public on 17th April 2007 in relation to their removal. WLDC responded that they had not initiated the action nor been aware of it. Investigation had shown that the person who contracted for the work was Mr Darley of LCC Highways and WLDC stated its surprise that LCC would conduct such work without reference to the party maintaining both the verge and the trees themselves. In consequence, the Clerk wrote to Mr Darley to ask for an explanation. He responded that he had received complaints from the householder living adjacent to the trees that the roots were causing considerable damage, including flooding of the property. Following a site visit, he agreed with this assessment and ordered the trees to be felled. The Council then discussed the situation, considering the location of the property in relation to a dyke and its history of subsidence, and concluded that it was far from convinced by the technical arguments that any of the damage had been caused by the roots of the trees. Proposed by Councillor Capes, seconded by Councillor Allen and all agreed, it was :

RESOLVED : To write to Mr Darley to ask for details of the assessment carried out by a tree expert proving that the damage had been caused by tree roots and to request the replacement of the trees by fastigate columnar varieties of oak and beech .

40 2007/08 : To receive new correspondence not already included above

The Chairman explained that the following are for the attention of Councillors and (where appropriate) will be circulated after the meeting. If the need arises to take action on any piece of circulated correspondence, it will become an agenda item at a future Council meeting.

40a Community Lincs, thanking the Council for entering the Best Kept Village Competition 2007. A number of posters are enclosed for distribution and the Clerk will post these. Judging will take place during the period June to August.

40b LCC, enclosing a copy of its Safety Code of Practice CPE1 in relation to verge mowing. The Clerk will send a copy to its contractor but will also remind the County Council that the Village Person's work is governed by the Council's own safe working procedure which has been previously accepted by the County Council. The County Council also informs the Council that its contribution to verge cutting in the parish in 2007 will be £1916.

40c Scotter Drainage Authority, formally informing the Council that there will be no drainage rate set for 2007/08 as the authority is being disbanded. The Board's "property" and responsibilities are being handed over to the Environment Agency, with the landowners having the responsibilities as riparian owners of the drains. For circulation.

40d Business in the Community, writing to introduce the local branch (Yorkshire & Humber Region in North Ferriby) of its international charity. Its aims are to engage local businesses to develop social responsibility in their operations and become supportive of local charity and community initiatives. It asks the Council to express its own interest in such a service (if applicable) and/or to disseminate the information to local groups. For circulation.

40e WLDC, writing to those parishes that responded to its early consultation on the Local Development Framework enclosing an extract of its committee report that shows where and how the various issues raised will feed into the different documents that will make up the Framework. The first period of public consultation on the first two documents (Core Strategy & Gainsborough Area Action Plan) will likely now commence in mid August. For circulation.

40f WLDC, enclosing a copy of the West Lincolnshire Community Safety Partnership's leaflet "Anti-Social Behaviour – what it is and how we deal with it". For circulation.

40g WLDC, enclosing a copy of a letter to each local authority in England from the Chief Executive of Tewkesbury Borough Council asking every Council to support a motion asking the Government to re-instate, as a matter of urgency, the service that allowed British forces (and their families) that are stationed overseas to receive parcels free of charge. For circulation.

40h WLDC informing the Council that its Draft Corporate Plan, 2007-2010, has been placed on its website for the purposes of consultation. The deadline for comments, which are to be made electronically, is 30th May 2007.

40i LCC, enclosing a copy of its Statement of Community Involvement, which is now at the submission stage. Comments are invited by 25th May 2007 latest. Due to this deadline, the Statement was the subject of a special circulation to Councillors. No comments were made.

40j West Lindsey Citizens Advice Bureau, thanking the Council for its generous grant of £100.

40k LCC, informing the Council of a series of drop-in events, entitled "Everybody Benefits", targeted at the elderly population and taking place during w/c 14th May 2007. The Clerk sent a

copy of the letter to the Good Companions but also responded to LCC commenting on the short notice for the events and the lack of an event in the locality.

40l WLDC, enclosing a poster on its Travel Concession Scheme 2007/08 and asking for this to be prominently displayed. The Clerk will place it on the notice board.

40m WLDC, asking for the Council's thoughts on the topics to be covered by future Parish Assemblies and on the administration of the event. For circulation.

40n LCC Connects, providing statistics in respect of the usage of the Parish Council's website during April 2007. For circulation.

40o NALC, enclosing a copy of its LCR magazine, May 2007. For circulation.

40p Clerks and Councils Direct magazine, May 2007. For circulation.

40q The Association of Burial Authorities enclosing a copy of abainfo newsletter, Spring 2007. For circulation.

40r Grace Church, apologising to the Council for the erection of posters advertising a series of events on Riverside during the summer months for young people prior to asking the Council's permission to use it. The Clerk is to respond asking for a list of dates, details of the events and whether event insurance has been obtained and inform the Church of the rules for use.

40s WLDC, enclosing a copy of its West Lindsey Events Guide, Spring – Summer 2007.

The following items of correspondence were noted by the Council and will be filed by the Clerk :

40t WLDC, giving the postal numbering for the new development off North Moor Road, Scotter.

40u WLDC, enclosing an agenda for the Council meeting held on 21st May 2007 and minutes of committee meetings published since the meeting of the Council on 23rd April 2007. Similar papers have also been received for the previous Council meeting, held on 23rd April, with committee meeting minutes from 5th March 2007.

40v The Co-operative Bank, enclosing a copy of its Change magazine, Spring 2007.

41a 2007/08 : To receive the Minutes of the Planning Committee meetings published since the last Council meeting and adopt the recommendations contained therein

The Council considered the minutes of the Planning Committee meeting held on 16th April 2007. Proposed by Councillor Bullivent, seconded by Councillor Day and with all agreed, it was :

RESOLVED : That the Council concurs with the actions taken by the Planning Committee and adopts the minutes of the Committee meeting held on 16th April 2007.

41b 2007/08 : To note the receipt of results from the planning authority

The Council noted the following result received from the planning authority :

M06/P/1060 Land adjacent to 17a Messingham Road, Scotter – an outline planning application to erect two dormer bungalows with garages

REFUSED

120108 Poplar Grove Farm, Gainsborough Road, Scotter – a planning application for an extension and alterations.

GRANTED

120164 Plot 2, Land to the rear of 51 High Street, Scotter – a planning application to erect a detached chalet dwelling with detached garage, access from High Street.

GRANTED

120169 Plot 1, Land to the rear of 51 High Street, Scotter – a reserved matters application to erect a detached chalet dwelling with detached garage.

GRANTED

120227 Fairfield, Becks Lane, Scotter – a planning application for a conservatory.

GRANTED

120242 Plot 7, Site A The Rookery, Scotter – a planning application to erect a new dwelling.

REFUSED

42 2007/08 : To note income received during April 2007 and to approve the cash book as at the end of April and its reconciliation to the bank statements

The Council noted the following income received during April 2007.

<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
02.04.07	WLDC	Precept 07/08 & cemetery expenses	35729.00
02.04.07	J. Naylor	Interment of R. Gurnhill (BD26/27)	25.00
04.04.07	R. Wallace	Vase memorial to R. Gurnhill (BD26/27)	15.00
04.04.07	Cliff Bradley & Sons	Interment of L.P. Cave (BB26)	25.00
04.04.07	C.H. Pye	Rental (6 months) of Goosemoor land	155.00
05.04.07	Co-op Bank	Interest - Deposit account	210.09
05.04.07	Co-op Bank	Interest - Current account	6.42
05.04.07	H.M. Revenue & Customs	VAT repayment	128.83
11.04.07	K. J. Day	Rental of Constable land	90.00
TOTAL RECEIPTS			36384.34

It then examined the cashbook as at end of April 2007 and its reconciliation to the bank statements.

Proposed by Councillor Bullivent, seconded by Councillor Rayner and all agreed, it was :

RESOLVED : That the cashbook as at the end of April 2007 should be signed by the Chairman of the meeting and Clerk as a true record.

43 2007/08 : To approve payments to be made

The Council examined the accounts to be paid for supplies and services received since the last meeting. Proposed by Councillor Bullivent, seconded by Councillor Capes and all agreed, it was :

RESOLVED : That, in accordance with its powers under section 137 of the Local Government Act, 1972, the Council will incur expenditure on a skip service which, in the opinion of the Council, is in the interests of the inhabitants of the Parish and will benefit them in a manner commensurate with the expenditure. Also, that the following payments should be approved.

<u>CHEQUE NO.</u>	<u>TO WHOM PAID</u>	<u>PARTICULARS OF PAYMENT</u>	<u>NET VALUE</u>	<u>VAT</u>	<u>TOTAL PAYMENTS</u>
Direct Debit	Tiscali	Broadband/phone calls, Mar 07.	14.71	2.57	17.28
401729	BT *	Line rental/call charges (Jan only)	45.76	8.00	53.76
401730	H.M. Customs & Revenue	PAYE & NI, Month 1	394.43	-	394.43

Initialed Chairman

401731	Mrs M. Brown	Wages	491.78	-	
		Mileage	17.60	-	
		Car Parking	3.20	-	512.58
401732	Mr. J. Lyon	Wages	561.47	-	561.47
401733	Thompson Waste Mgt	Skip service - Dar Beck Rd (5/04)	160.00	28.00	
		Skip service - Becks Lane (19/04)	123.00	21.53	
		Skip service - Susworth (10/05)	103.00	18.03	453.56
401734	Spencer's Garage	Fuel	143.57	25.13	168.70
401735	Allianz Cornhill	Insurance renewal from 01/06	1472.41	-	1472.41
TOTAL PROPOSED PAYMENTS			3,530.93	103.26	3,634.19

* Cheque signed by Chairman and Vice Chairman on 10th May 2007 as payment date exceeded.

44 2007/08 : To take any points from members, identify items for the next agenda and to note urgent items of interest.

No points were raised.

45 2007/08 : To resolve whether, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting due to the commercially sensitive nature of the following business.

Proposed by Councillor Day, seconded by Councillor Brown and with all agreed, it was :

RESOLVED : That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press should be temporarily excluded from the meeting due to the commercially sensitive nature of the following items of business.

With the public and press excluded :

46 2007/08 : To consider the correspondence from the Council's legal advisor in relation to memorial installation

The Council considered the report from the Clerk related to the above. Proposed by Councillor Brown, seconded by Councillor Rayner and agreed by all, it was :

RESOLVED : To ask the legal advisor to obtain a written performance guarantee from the memorial mason, such response urgently required. Until this is received, applications to install/re-install memorials on graves BB26 and BF64 to be held in abeyance.

47 2007/08 : To consider a proposal for the Council to adopt the public open space at Site A, The Rookery

The Council considered the proposal received. Proposed by Councillor Sheardown, seconded by Councillor Allen and agreed by all, it was :

RESOLVED : To request from the developer supporting evidence of the wish of residents to exclude public seating from the space, to request details of the trees and shrubs proposed and to reiterate the Council's required sum to enable it to take over responsibility for the space.

The Chairman declared the meeting closed at 9.02pm.

Clerk:

Chairman:

Date:

Initialed Chairman