

**NEWPORT PARISH COUNCIL**

**Minutes of a Meeting of the Council held at 7.30pm on  
Monday 1<sup>st</sup> June 2020 by Zoom**

<b><u>Present:</u></b>	<b>Cllr H. Bowman</b>	<b>(HB)</b>	<b>(Chairman)</b>
	<b>Cllr D. Alexander</b>	<b>(DA)</b>	
	<b>Cllr S. Amos</b>	<b>(SAm)</b>	
	<b>Cllr S. Ayles</b>	<b>(SAy)</b>	
	<b>Cllr C. Barnes</b>	<b>(CB)</b>	
	<b>Cllr O. Davies</b>	<b>(OD)</b>	
	<b>Cllr J. Emanuel</b>	<b>(JE)</b>	
	<b>Cllr A. Gerard</b>	<b>(AG)</b>	
	<b>Cllr S. Naik</b>	<b>(SN)</b>	

**In attendance:**

<b>Mrs C. Griffin</b>	<b>Parish Clerk</b>
<b>Mrs E. Edwards</b>	<b>Responsible Financial Officer</b>
<b>Dist Cllr N. Hargreaves</b>	<b>(NH)</b>
<b>Cty Cllr R. Gooding</b>	<b>(RG)</b>
<b>Mr. A. Yarwood</b>	<b>Chairman – Newport Youth Club</b>
<b>Mr. T. Dodkins</b>	<b>Phase2planning</b>
<b>Mr. T. Macartney</b>	<b>Trivselhus</b>
<b>Mr. R. Peedle</b>	<b>Trivselhus</b>
<b>3 members of the public</b>	

**20/279 Apologies for absence**

Apologies received from Cllr R. Bengé (unable to connect to Zoom)

**20/280 To receive any ‘pecuniary’ or ‘non-pecuniary’ interests relating to items on the Agenda**

The following non-pecuniary interests were declared:

JE in 287, 293 and 294; SAm in 293; SAy in 293; CB in 293 and 294; AG in 293; OD in 293 and 294; HB in 286, 290, 291 and 292.

**20/281 To receive a presentation from Phase2planning on a revised draft scheme for Frambury Fields (land west of London Road)**

Mr Macartney advised that Trivselhus are about to start a pre-planning public consultation. We have included a two-page advert in Newport News, a leaflet will be sent to every house in the village and a brochure will be delivered to everyone living close to the scheme. All the information is available on the website where comments can be made [www.framburyfields.co.uk](http://www.framburyfields.co.uk)

Documents have been circulated to the Parish Council and a meeting has been held with the UDC planning authority.

Alterations have been made to the scheme since the last meeting and the main change is the access has been moved further south which has given us an opportunity to reduce the number of homes backing on to Frambury Lane. We have endeavoured as far as possible to keep away from existing properties. There are bungalows at the back of the properties in London Road. It is still work in progress and we are currently looking at house types, styles and attempting to get more colour into the scheme by different cladding and brickwork. We hope to get as close as possible to the existing materials.

We have met with representatives from the Primary School and Sports Committee and moved the car park to the far end, next to the bridleway.

In the next two weeks we will be undertaking an archaeological dig and a search of the area. Prior to that we will cut the grass. The Chairman advised that the grass has already been cut and felt this had been done prematurely; there is a badger set in the south west corner of the field. Mr. Macartney advised that advice was taken before proceeding with the grass cutting.

Several people have raised concerns about the fencing and hoarding which has been put up in Frambury Lane off the bridle way. Mr Macartney confirmed that this will only be used for access in connection with the archaeological dig. The construction vehicles will use the London Road access.

The Chairman asked if it would be possible to have a path from the site, westwards towards the recreation ground car park. Mr. Macartney advised that the School has expressed some concerns regarding safeguarding if this is fenced off. However, this will be raised with them and providing it is acceptable to the School this could be arranged. JE pointed out that this may depend on what the School is planning for the rest of the land. Mr Macartney advised that the Ellis Trust have agreed that the School will have a 99 year lease on the land; the land has to be used for educational purposes. NH pointed out that if direct access is allowed from the car park to the site this could possibly be used as an overspill car park. Mr. Macartney said a barrier could be put up if the car park was misused and this becomes a problem.

Mr Dodkins advised that a pre-application meeting has been held with UDC officers and a very positive response was received. We have another pre-application meeting with officers on Thursday and we are drafting a planning performance agreement. It is hoped to submit the application in early August and we would expect a decision before Christmas. The scheme will be undertaken in phases. The London Road entrance should be made in February/March; there will be plenty of space on site so there should not be any problems with the parking of construction vehicles. It is hoped that the people should be moving in by Autumn 2021.

We will consult with the PC regarding the naming and if there is anything that you feel is inappropriate please let us know and send us your suggestions. It was confirmed that the “community building” was removed from the scheme because the factory was going to be used for a manufacturing process and there were no parking facilities.

The Chairman thanked the Trivselhus representatives and Trevor Dodkins for attending the meeting. The scheme presented is much better than was offered previously.

**20/282 Public participation session (15 minute available if required)**

Residents had emailed the Clerk requesting that the following should be raised:

- **What action if any is Newport PC taking to secure Bury Water Lane (BWL) as a road fit for purpose to serve the immediate community which includes the Academy. (This has been raised with Cty Cllr Gooding as Cabinet Member of ECC for Schools but he has not responded to my question. ECC secured monies for the sale of the land to Hill. Until this takes place Hill cannot build, therefore there is an opening to negotiate a deal)**

Cty Cllr Ray Gooding had sent the following response prior to the meeting: Whilst I have received a number of questions I do not recall that specific question being raised. However, I would like to dispel any suggestion that ECC received any money for the sale of the land to Hill. JFAN is an Academy and therefore any money received would be for the school and not the local authority. In fact because of the history of JFAN, ECC are not even the superior landlord as would be the case with most Academies. Any improvements to BWL would need to be the subject of a S106 agreement but I am not aware that any such agreement has been made and therefore Hill as the developer would, to my knowledge, not be bound by the suggested requirements. In any event a S106 Highways contribution, even if it were raised, would be for the Highways Authority to both receive and expend and it would not be possible for the Parish Council to carry out works to the Highway.

A resident asked if the Academy has got permission through their funding plan to actually sell the land or, as they are set up differently, does the DfE not have to give their agreement. Is it true that the money can only be used for capital spend?

RG said, as an Academy, they are the owners of their own land. In normal terms a School that wishes to sell land for development needs to apply to the Secretary of State for permission to do that. The Academy has a significant amount of land so in many ways there would be no way for the Secretary of State to intervene to prevent the sale because it is excess to requirements.

The resident pointed out that the Academy will still need permission from the Secretary of State and when the School bought the fields they were smaller and they said they did not have sufficient land. Have they actually applied to the Secretary of State?

RG said he understands they have and there would be no reason for the Secretary of State to intervene as they have a lot of land.

NH said the funds cannot be spent on running costs. The permission said they had to do the sports facilities first plus there was a list of other items they could spend money on. However, if they manage to deliver all the sports facilities they still cannot spend on regular running costs.

- **Are there any plans for an online summer youth programme for Newport?**

My reason for asking this is concern that, with schools having been closed for so long now for teenage children and a long summer holiday ahead, there is a risk of either depression and loneliness setting in for teenagers or increasing breaches of social distancing as they feel compelled to meet. The thought is prompted by the fractious nature of recent posts on Newport Online, including a complaint about young people meeting on the Common to share a pizza, which showed just a simple social need just to talk. My hope would be that the Youth Club (presumably closed just now) could initiate a digital youth project, perhaps using art, to create something of lasting value for the village. However, letting the young people decide the nature of the project would be part of the fun. The key issues would of course be funding and staffing, with little preparatory time. I don't know the grant funding set up here, having only just moved in, but perhaps the youth worker in the village could help with this.

The Chairman of the Youth Club, Andrew Yarwood, who was present at the meeting advised that it was a good idea although, from his experience, difficult to run. The Parish Council could be the facilitator and perhaps give a prize for an art competition, but it does not work if you try and force it; you would need a group of young people to drive it. The Youth Club's Facebook group could be used but we are struggling at the moment. I would be happy to put posters round the village and match the PC if an art competition was organised.

SN said we could explore by putting information on Newport Newline to see if parents would be willing to engage in this and we could also contact the School and ask if they would take this forward.

It was agreed that SN would speak to the resident who raised the question and liaise with Andrew Yarwood.

RG advised that he has a meeting with the Uttlesford Youth Strategy Group and would be happy to raise this with them as there is some funding available.

- **Can the giant hogweed on the pathway alongside the sewage works be sprayed, as it is encroaching very close to the path, Also the signage for the hogweed behind the White Horse needs to be in both directions. If you are walking towards the village, you only see it after passing the hogweed.**

The Clerk advised that the hogweed on the path in Water Lane has been reported to Anglian Water. They advised that their local treatment manager instructs their ground maintenance contractors to deal with it and they have an ongoing treatment plan twice a year. The poster will be looked at as soon as possible.

### **20/245 To receive a report from Special Constable Tom Morement**

SAM reported that in the last three weeks he has:

Issued four speeding tickets.

One ticket for obstruction of a footpath.

Two stop and search for drugs.

Patrols of school playing fields and visits to the shop.

Gained some interesting intelligence with regards to some issue in the local area.

One of the speeders is a resident of Newport who posts on the FB page about speeders through the village. He clocked them doing 43 in the 30mph limit.

SAy and CB reported that there have been more motor bikes coming through the village recently and some have been at the recreation ground.

HB will ask our contractor if it is possible to put a bar across the posts to stop the bikes gaining access to the recreation ground.

### **20/246 To receive reports from District and County Councillors**

Dist Cllr Neil Hargreaves had sent the following report in advance:

#### **Local Plan**

Work has started on the new Local Plan. In order to engage everyone, R4U councillor Alan Storah has circulated to all members a reading list of the key requirements for a successful plan. UDC has again hired Malcolm Sharp and Simon Smith from the East of England Local Government Association Talent Bank. They reviewed the inspectors' letter about the now withdrawn plan and took soundings from us all on whether we should withdraw or carry on, and are therefore familiar with the issues. They are

now asked to recommend how we restart our plan building process, and the committees and oversight arrangements.

I am currently on the Plan Working Group, but will probably come off as there is plenty of competition for seats. But I will attend to speak when there are matters I may be able to assist with. Having spent a lot of time on the Neighbourhood Plan and now with me being the only district councillor for the Ward I don't want a major job with a big time commitment

I am keen that a professional project manager be appointed. Not necessarily anyone with planning knowledge. We now have a tight time scale with the government threatening to intervene after 2021, and the list of tasks and their inter-relationships is long and complex.

### Neighbourhood Plan

We have received the examiner's letter and if we accept his alterations then UDC will put the plan forward for a referendum. As a referendum is not possible at present, the government have amended the regulations so that the plan will carry 'significant weight' once it is ready for referendum

Although the examiner recommends deleting or significantly altering a number of policies, other parts he supports and has, we think, strengthened some policies. In particular the landscape protection and retention of businesses policies are stronger than in the 2005 Local Plan. The steering group has concern about two policies one of which (tandem parking) has been altered such that it would be a pointless statement of the status quo. The examiner has also struck out all the distance criteria from a policy intended to give general support to village developments within reasonable walking distance of core facilities (and therefore not support further ribbon development out along the roads from Newport and Quendon). The (probably unintended) consequence of this is that one of the bullet points specifically allows potentially endless add-ons of ribbon development if adjacent to existing development, even outside of development limits. This is the opposite of our intention, and negates the purpose of having limits.

At the fact checking stage on his draft letter we drew his attention to this and requested the bullet point be removed or amended, but he has ignored us on this

The next stage is entirely between UDC and ourselves and we are in discussion as to how we may be able to deal with this. If we dispute material parts of the examiner's report we have to hold another consultation

### Political changes at UDC

As elections are not allowed at present, for the time being I will carry on looking after ward matters on my own. Two councillors for Thaxted ward have left the Libdems to form an Independent group. This means that the political make up of the council is now R4U 23 seats, Libdems 5, Conservative 4, Chesterford ward Independents 2, Greens 2 and Thaxted ward Independents 2, with one vacancy. The new UDC chair is Cllr Martin Foley, who is one of the two newly independent

Thaxted councillors. And the new deputy chair is Saffron Walden R4U Cllr Arthur Coote. He has recently recovered from coronavirus. He was very ill and his description of it was of a frightening and excruciating experience. As he was starting to recover his wife then caught it. The good news is they are both fully recovered.

### Coronavirus

The council has received a phone call from Amanda Solloway MP, Parliamentary Under Secretary of State at the Department for Business, Energy and Industrial Strategy. It is unusual for a Government Minister to personally call a local authority in this way, but she took the time to speak to our Director of Finance Adrian Webb about the grants schemes available to businesses. The government provided £20m in grant aid and UDC has been administering the payments. During the call she congratulated the council for the speed at which it has administered the scheme, ensuring local businesses receive the money they were entitled to as quickly as possible. This contrasts with several other Essex councils which have received letters from the Government requiring them to improve their performance.

NH added :

- With regard to the Section 106 funding on Bury Water Lane, this goes back to an agreement which was done with the School some years ago for improvement works relating to safety on the main road. The agreement expired after five years, in 2018, therefore as the School failed to put forward a scheme the £300,000 was lost. Regarding the study which was taking place recently which involved improvements at the front of the School, there is little point in coming up with a scheme if there is no funding.
- With regard to the Neighbourhood Plan and the policy to support development within a reasonable distance of village facilities, I have copied details to Alan Storah and he has come back to me with some comments which I will circulate to the group. We can then decide whether to remove or alter the policy.

JE thanked NH for his help with the response to the application from the Coach and Horses.

A resident thanked NH for all his work on the Local Plan and Neighbourhood Plan. The Chairman reiterated the thanks to NH and everyone else involved with the plan. All the time you have devoted to this and the work you have undertaken for us has been greatly appreciated.

**Cty Cllr Ray Gooding** had sent the following report:

Today, 1<sup>st</sup> June, is the day that schools across the County will be increasing the number of children who attend and whilst that is a contentious issue it should be acknowledged that most schools in Essex have never actually closed. Indeed, throughout the lockdown 455 schools have remained open for the children with SEN

and key workers and that includes more than 80% of primary and a number of secondary schools.

Essex County Council have carried out significant work to ensure that all schools are properly briefed and assisted in carrying out their risk assessments for the opening to reception, year 1 and year 6 children and I have to offer my thanks and support to the school leaders who have taken this on, assessed the details of their accommodation, the children and families they serve, the staff in their schools, together with the communities to which they are a part.

Much questioning has been raised about the reason for including reception and year 1 children in the first tranche to return and it is certainly true to say that children of that age are the most difficult to keep apart and enforce social distancing. The details of whether or not children of this age are more or less likely to be spreaders of the Covid-19 virus is for others to argue but it should be acknowledged and is often forgotten that if children do not meet their milestones at this early age they remain disadvantaged in terms of not just further education but often their entire life chances. Six months lost education is a long time in the life of a five-year-old and, sadly, many will never recoup this lost time so the earliest possible return is important.

Passenger transport is another issue of concern and I have reported previously about the massive diminution of passenger uptake. However, as we move out of lockdown and social distancing is retained a further impact is envisaged. To put this into context, a double decker bus with 80 passenger capacity will, if social distancing is to be maintained, only take 17 passengers. The instruction from DfT is that when the bus has reached its much reduced capacity it should not stop at further bus stops. This will clearly disenfranchise passengers from later in the route and potentially leave them stranded at either the beginning or on their return journey. I have written to the Secretary of State for clarification on this point. However, this will need to be taken into account for both concessionary fare passengers and very significantly home to school transport

The Chairman thanked RG for his report.

**20/285 To approve and authorise the Chairman to sign the Minutes of the Meeting of the Council held on 5<sup>th</sup> May, 2020 (by Zoom)**

It was resolved that the Chairman should sign the minutes as approved.

Proposed: JE

Seconded: DA

All agreed

**20/286 Chairman's comments**

The Chairman reiterated the comments made earlier in the meeting regarding the Neighbourhood Plan and thanked everyone involved for all the time they have spent and the work they have undertaken for the village. This has been greatly appreciated.

**20/287 To discuss and receive reports on the assistance and arrangements put in place during the Coronavirus (Covid 19) including:**

**1. The Parish Council**

Everything seems to be running very smoothly. We are one of the few Councils who have been holding regular meetings as well as informal meetings between to keep everyone informed. I am pleased that we have all kept in touch and we should be proud of our achievements.

**2. The Village Shop and Pharmacy**

JE advised that as regular volunteers are now returning to work we are looking at an alternative method to control the number of people entering the shop at any one time. A trial, using baskets, is being carried out at present. The owner has been very grateful for all our help over the last ten weeks. The volunteer team are still manning the 'phones for newspapers and on line orders. The Chairman confirmed that Alan Carr has been very supportive and grateful for all the help he has received. It was agreed that the PC will continue to help the Shop where they can.

As Year 10 and 12 are now returning to the Academy, the shop needs to consider how the students will be managed if they use the shop.

The Clerk will send posters and details received from UDC Business Dept., to JE.

**3. Other authorities**

Nothing to report at the moment.

**20/288 To receive the Clerk's Report, circulated prior to the meeting**

Duly received.

The Clerk reported that:

**Footbridge at the bottom of School Lane** - I have recently been in touch with the Public Rights of Way officer at ECC regarding the bridge at the Croat and also raised with him the footbridge at the bottom of School Lane. He said the maintenance of this bridge has been raised with him before and he knows it is not a PROW bridge. He has been trying to establish who is responsible but at the moment he does not have an answer. He said that once he gets to the bottom of it he will let me know. I have also contacted the Environment Agency but have not received a reply so I will chase them.

**River Clearance** - Following receipt of a quotation from Pearl Land Drainage just a reminder that we would need to obtain consent from the Environment Agency before doing any work on the river. Some years ago I contacted them for clarification on riverside rights and received the following reply.

"Main rivers such as the Cam, are under the control of the Environment Agency. The Agency has permissive powers to undertake works, including maintenance, but have no statutory duty to undertake works. The agency prioritises its work by assessing the likelihood and consequence of flooding to people and property to ensure their work provides the most flood risk benefit. However, the legal responsibilities for

maintenance of water courses, including main rivers, fall to the riparian owners/occupiers. If anyone wishes to undertake works, including maintenance on a main river they need to apply for consent from the Agency before commencing any works. This is to ensure that proposed works are assessed in terms of flood risk and environmental impact”

**Bridge at the Croat** - I understand that following the damage caused by the car, ECC have now completed the work on the bridge.

**Repairs to Hercules Bridge** - Following the last meeting I contacted the Fire Station again and asked if they could let me know what back up plans would be put in place if the fire station at Newport was out of action. I also asked if they would like me to contact the Village Hall Committee regarding the use of their car park when the repairs are carried out. I have not received a reply so will follow this up although I understand that the service at Saffron Walden or Thaxted would be called if Newport was out of action

**UDC Garden Waste collection from the Allotments** - UDC will be resuming the parish garden waste collections from the Allotments this coming weekend, Saturday 30<sup>th</sup> and Sunday 31<sup>st</sup> May following the latest guidance from central government. We are on their Week 2 schedule which means the collection is the weekend following a Black lidded bin collection week (as this is next Tuesday, 2<sup>nd</sup>). There will be strict 2 meter social distancing rules in place.

**Giant Hogweed** - I reported the hogweed at the rear of Bowker Close to Savills and was informed this had been dealt with at the end of April. I reported the hogweed in Water Lane to Anglian Water. They advised me that following my email last year their local treatment manager instructs their ground maintenance contractors to deal with it and they have an ongoing treatment plan twice a year. Savills will be contacted again as further hogweed is growing.

**Health and Wellbeing Plan** - I have booked a place for Samantha on the EALC course on 2<sup>nd</sup> June which will be held using Microsoft Teams.

Ray is still hoping to organise a Zoom presentation by the Essex Young Carers and will give us an update at the meeting..

**UDC Business Support Section** - Two members of the above section have been in touch regarding local businesses. They flagged up the need for business owners to do their own risk assessments and put in place appropriate notices. They have several posters which can be printed if they are required by the Shops in the village. I advised them about the arrangements put in place over the lockdown. I understand they have some concerns as to how particularly small shops will manage social distancing when people go back to work and the volunteers are not available.

**Metal Detecting** - As reported I received a request for permission to carry out some metal detecting on Parish Council land. The person who contacted me is a member of NCMD national council of metal detecting which supplies him with a membership number and covers people with insurance. The Sports Committee would not wish this to take place at the recreation ground. The PC confirmed they were happy for him to visit the Common and he will be asked to contact the Chairman in advance.

**JFAN Appeal** - Following the questions that have been raised previously by a resident regarding the above I have been sent a letter which was written on behalf

of the previous Headteacher to UDC. The resident is still of the opinion that the PC should engage a professional planning lawyer as he feels the Inspector has made a serious error of judgement.

**Register of Interests** - The Electoral Services Manager at UDC, has recommended that all parish councillors review their register of interests to ensure these are correct and no changes are necessary. They are available on the UDC website.

**Reports** - Martin continues to advise me of any problems and these have all been reported to ECC or appropriate authorities..

**Zoom meetings** - EALC are of the opinion that Zoom meetings will need to continue for some time. JE set up the meetings and an Invoice will be sent to the RFO for payment for the facility to date.

**20/289 To receive the Responsible Financial Officer's Report and approve accounts for payment, schedule circulated prior to the meeting**

Duly received.

The payment schedule showing 7 items, totalling £6,171.93 was approved.

Proposed: CB                      Seconded: SAy                      All agreed

The RFO reported that:

- Castle Water have merged with Affinity Water therefore payments will be to Castle Water.
- We received an Invoice for £3,029.32 for 2019/20 for Street lighting which is approximately £500.00 more than last year. We need to pay this but if we enter into a three year contract the annual cost will be lower (£2,406 approximately plus VAT nett).

**20/290 To approve changes to the signatories for the Saffron Building Society Account**

The current signatories are Howard Bowman, Don Alexander, Elaine Edwards, and Andrew Yarwood. Andrew Yarwood will be removed and it was proposed that Stephen Ayles should be added.

Proposed: AG                      Seconded: SAm                      All agreed

**20/291 To approve a three year contract with WEF for street lighting at an annual charge of £2,400 plus VAT approx.**

It was proposed that a three year contract with WEF for street lighting at an annual charge of £2,400 plus VAT should be approved.

Proposed: SAm                      Seconded: SAy                      All agreed

**20/292 To consider a donation to the Uttlesford Food Bank following the VE Day event**

It was proposed that a donation of £200 should be made to the Uttlesford Food Bank.

Proposed: AG                      Seconded: SN                      All agreed.

**20/293 To receive reports/updates on Planning****293.1 To receive a report on the UDC Local Plan**

This item had been covered in the report from Dist Cllr Hargreaves earlier in the meeting

**293.2. To receive an update on the Neighbourhood Plan**

This item has been covered in the report from Dist Cllr Hargreaves earlier in the meeting

**293.3 To receive an update on Appeals**

Nothing to report this month.

**293.4 To receive a report from the Planning Working Group**

JE reported that the group have been working hard on the response to the application from the Coach & Horses. The response has been circulated this evening and members were requested to send any comments by noon on Wednesday

**UTT/20/0803/FUL The Coach & Horses, Cambridge Road (Comments by 26<sup>th</sup> May)**

Erection of five detached dwellings on land to the rear of the Coach & Horse public house, with associated access, parking and reconfigured public house car park and beer garden

Comments: Response to be sent on Thursday, 4<sup>th</sup> June.

The Chairman thanked everyone for all the time they had spent on this.

**UTT/20/1162/FUL Sparrows End, Sparrowsend Hill (Comments by 18<sup>th</sup> June)**

Conversion and extension of existing garage to an independent dwelling with associated amenity land (revised scheme to that approved under UTT/19/2607/FUL)

It was agreed that the Planning Working Group meetings would continue to be held by Zoom and a date for the next meeting will be arranged.

**20/294 To receive reports/updates on Green Spaces and Sports****To receive an update on the new Public Right of Way from Whiteditch Lane to Bury Water Lane**

Nothing further to report.

**20/295 Items for next agenda**

To approve a quotation for replacing the gate on the Common

To approve and sign the AGAR forms

To receive an update on Youth work and Wellbeing plan.

**20/296 To discuss any Urgent matters of interest to the Parish**

296.1 CB will obtain a second quote for clearing the ditch at the bottom of School Lane.

296.2 The Clerk will report the grassed area in Cherry Garden Lane that needs cutting to UDC.

296.3 The RFO will send a list of the PC's assets to the Chairman and he will take photos for our records. It was agreed that risk assessments are carried out by sub-contractors on an ad-hoc basis. HB will speak to our contractor.

296.4 The RFO will complete the AGAR forms and forward to the Clerk together with the Notice of Public Rights.

OD said that regretfully he has not been able to participate as much as he would have liked and therefore has decided to resign from the PC. Being involved has really opened my eyes and I would like to thank you for all you do for the community and very much hope you will keep up the good work. The Chairman thanked OD for the contribution he had made and said he would be very welcome to come back if there was a space and his circumstances change in the future.

**20/297 Date of next meeting**

The next meeting will be held by Zoom on Monday, 6<sup>th</sup> July 2020, by Zoom

The meeting closed at 9.32 pm.

**Signed.....(Chairman)**

**Dated: 06.07.20**