

## VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Chairman	Councillor Eileen Macey	Clerk/R.F.O.	John Dilworth
Vice-Chairman	Councillor Elaine Forehead		

Minutes,  
Full Council Meeting,  
Friday, 15<sup>th</sup> November, 2013,  
Van Community Centre.

Present: Councillors

Christine Forehead,  
Maria Hall,  
David Hill,  
Eileen Macey,  
Sheila Newbury.

In attendance: Clerk/R.F.O. John Dilworth.

### **Public, any issues, and limited to ten minutes.**

No members of the public were present.

#### 85/13. **Apologies for absence.**

There were apologies for absence received from the following Council members: Russell Deacon, Elaine Forehead, Fay Gay, Brian Jenkins, and Barbara Jones.

#### 86/13. **Declarations of interests.** To receive disclosures of personal interests from Members in accordance with the Code of Conduct (**Note:** Members are requested to give written notice of the item number and subject matters that their interest relates to and signify the nature of the personal interest).

None made.

#### 87/13. **Police matters (P.C.S.O.s Jonathan Spokes and Steve Moore).**

The Police were not present to give any report.

#### 88/13. **To approve the minutes of the Council Meeting, 18<sup>th</sup> October, 2013, (appendix 1.)**

The minutes of the Council meeting (previously circulated with the agenda), were approved and signed by the Chairman.

#### 89/13. **Matters arising from the minutes.**

Signed:.....

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### **Minute 73/13 Police Matters** – parking issues at St. James Primary School.

#### 90/13. **Correspondence.**

The Clerk reported the following correspondence:

- i. Letter, 17<sup>th</sup> October, 2013 (received, 19<sup>th</sup> October) Caerphilly C. B. C., Development Plan.
- ii. Letter, 22<sup>nd</sup> October, 2013, to the Chairman, from the Interim Manager Community Education Caerphilly C. B. C., relocation of Library and opening times. Referred to the Chairman (hand delivered) 29<sup>th</sup> October, 2013 and attached to the agenda and papers, Council meeting, 15<sup>th</sup> November, 2013.
- iii. E-mail, 22<sup>nd</sup> October, 2013, Ms. Cath Davies, Holiday Scheme Coordinator, GAVO, follow-up information from her attendance at the Council meeting, 18<sup>th</sup> October, 2013. Attached to the Clerk's Report.
- iv. E-mail, 25<sup>th</sup> October, 2013, Mrs. Bethan Jones, Eco-coordinator, St. James School, informing the Clerk that Christine Forehead phoned the School to contact the Clerk to take forward application for funds
- v. E-mail, 29<sup>th</sup> October, 2013, Mr. Keith Fairhall, Healthy Villages Team, thanking the Clerk for his wonderful letter and further developments on the Memorial Garden, St. James School, Pen y Cae.
- vi. Letter, 29<sup>th</sup> October, 2013, CTC, reference to Firework Display, thanking Council for donation of £250.
- vii. E-mail, 30<sup>th</sup> October, 2013, South Wales Fire and Rescue Service, published (today) Stage 2, Improvement Plan, 2013/14.
- viii. Letter, 31<sup>st</sup> October, 2013, War Memorials Trust. Clerk inquired, funding, only applies to existing memorials and Memorial Garden does not qualify.
- ix. E-mail, 5<sup>th</sup> November, 2013, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly C. B. C., Seminar arranged for Mr. Ian Johnston, Crime Commissioner, to meet Community and Town Councillors, Penallta House, Tuesday, 17<sup>th</sup> December, 2013, at 6p.m.
- x. E-mail 5<sup>th</sup> November, 2013, Mr. Brian Hancock, Secretary, Seminar arranged for Mr. Ian Johnston, Crime Commissioner, to meet Community and Town Councillors, Penallta House, Tuesday, 17<sup>th</sup> December, 2013, at 6p.m. Members to advise on attendance and Clerk to refer to Councillor Brian Hancock.
- xi. E-mail, 6<sup>th</sup> November, 2013, Mrs. Bethan Jones, Eco-coordinator, St. James School, the winning design for the sculpture has been chosen. Quotes, £1200 and £1850. Preference to £1200 quote and able to proceed if funding granted (Area Regeneration Budget, Van Partnership.)
- xii. E-mail, 7<sup>th</sup> November, 2013, Caerphilly C. B. C., able to support Soup and Carols.
- xiii. Letter, 7<sup>th</sup> November, 2013, Community Health Council, next meeting 26<sup>th</sup> November.

Signed:.....

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- xiv. E-mail, 8<sup>th</sup> November, 2013, Councillor Brian Hancock, Secretary, Town and Community Councils Liaison Committee, minutes of previous meeting passed to Councillor Eileen Macey (hand delivered).
- xv. E-mail, 11<sup>th</sup> November, 2013, Councillor Russell Deacon, apologies for Council meeting, 15<sup>th</sup> November, WW1 Project. Clerk made available copies to members present.
- xvi. E-mail, 11<sup>th</sup> November, 2013, Mr. and Mrs. Ken and Helen Hudson, Siren and appearance at Soup and Carols, 6<sup>th</sup> December, 2013.

### **Serin's conditions:**

- **performance basis of 6 songs, from repertoire.**
- **will not lead audience in community song.**
- **Contribution to travel expenses.**
- **Siren will work with the compare when not performing their six songs.**

Song preferences from their repertoire before 15<sup>th</sup> November, 2013, for rehearsal and Clerk e-mailed Mrs. Hudson, 14<sup>th</sup> November, advised six traditional Carols and songs from their repertoire.

- xvii. E-mail, 12<sup>th</sup> November, 2013, Mr. Paul Samuel, H.T., Saint James School, in reply to Clerk's desperate appeal for a pianist to play Carols and Christmas songs at Soup and Carols. He will inquire with staff if someone is available to play the piano. Serin only has backing tapes, no brass band and Salvation Army also unable to support with instruments.
- xviii. E-mail, 13<sup>th</sup> November and letter, 4<sup>th</sup> November, 2013, Head of Community and Leisure, Caerphilly C. B. C., Winter Weed Control. Identified areas for weed treatment, by 2<sup>nd</sup> December, 2013.
- xix. E-mail, 13<sup>th</sup> November, 2013, Mr. Dean Williams, Chairman, Vancam, grant application.
- xxv. Letter, 13<sup>th</sup> November, 2013, Interim Chief Executive, Caerphilly C. B. C., agenda and papers, Caerphilly Town Centre Management Group, Tuesday, 19<sup>th</sup> November, 2013.
- xxvi. Letter, 13<sup>th</sup> November, 2013, Interim Chief Executive, Caerphilly C. B. C., agenda and papers, Caerphilly Town Centre Management Group, Tuesday, 19<sup>th</sup> November, 2013. Community Councils Liaison Sub Committee, Wednesday, 20<sup>th</sup> November, 2013.
- xxvii. E-mail, 14<sup>th</sup> November, 2013, Mr. and Mrs. Ken and Helen Hudson, Siren and appearance at Soup and Carols, 6<sup>th</sup> December, 2013, acknowledging previous e-mail, to sing six traditional Christmas songs in their repertoire.
- xxviii. E-mail, 15<sup>th</sup> November, 2013, Miss Helen Morgan, Senior Committee Services Officer, Caerphilly C. B. C., she noted Community & Town Councils website progress and attached a spread sheet summarizing agreed options.

### 91/13. **Planning matters.**

Signed:.....

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No planning applications reported.

### 92/13. **Reports and local matters.**

A report was received the recent Firework display organized by Caerphilly Town Council and various comments on Face book. Members donated with concern that no reference was made to this Council's donation.

### 93/13. **Clerk's Report (appendix 2).**

The Clerk's Report was considered.

- a. Educational Trust. Report, down loaded draft constitution off the Charity Commission web site and reviewing Educational Constitution.

Members instructions are requested.

- b. Unpresented grant cheque to Aber Valley Wolves, cheque, no. 101509, £25
- The Clerk reported on an unpresented cheque to the Aber Valley Wolves Rugby League Club and correspondence received from Mrs. Helen Treherne, Clerk, Penyrheol Trecenydd Energlyn Community Council (recent first):

Letter, 5<sup>th</sup> November, 2013, and c.c. to Mrs. Helen Treherne:

Dear Mr. Short,

Further to your conversation with Mrs. Helen Treherne, Clerk to Penyrheol, Trecenydd and Energlyn Community Council, I am confident in saying, the cheque no. 101509, for £25 was attached to the grant letter, dated the 28<sup>th</sup> June, 2013, which you disagree with.

I attach for your information a copy of my electronic reply to Mrs. Treherne. I would welcome your comments on it and also I wrote, requesting the presentation of the cheque to the bank, to you on the following further dates; 5<sup>th</sup> September, and the 4<sup>th</sup> October, 2013.

Mrs. Treherne advises me, in her electronic message, 4<sup>th</sup> November, that you received the letter without the cheque, however, I sent you three letters but reference is only made to one letter in Mrs. Treherne's reply, i.e. as reproduced: "he said they received the letter but there was no cheque enclosed." I think you need to be clear, are you saying, that the letter dated the 28<sup>th</sup> June, was not attached to the cheque no. 101509, £25, which I would state, it was.


Incidentally, I was slightly confused by the address on your letter of the 29<sup>th</sup> April, 2013, transmitted electronically to me by Mrs. Treherne. The address, was confusing, however, again I am confident that it was Abertridwr and not "Abertidwr."

The matter of reissuing you with a replacement cheque rests with the members of Van Community Council but the original cheque will have to be cancelled with the bank at a fee of £12, which I cannot recommend.

Signed:.....

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**Subject** Re: Aber Valley Wolves

**From** Helen Treherne 

**To** [jdilworth49+john](mailto:jdilworth49+john) 

**Date** Tue 21:53

Please let me be quite clear also. Gareth is not saying that you have misplaced the cheque.

He is merely saying that the cheque was not in the envelope.

Now, whether this happened in between you sending it and him receiving the letter, I do not know, but, the fact is, the cheque was not in the envelope.

As I said John, we will obviously leave it to your discretion and if Councillors decide not to issue another cheque, that is fine.

Thank you. Helen

Helen Treherne  
Clerk to the Council  
Penyrheol Trecenydd Energlyn Community Council

**Subject** Re: Aber Valley Wolves

**From** [jdilworth49+john](mailto:jdilworth49+john) <[john@jdilworth49.plus.com](mailto:john@jdilworth49.plus.com)>

**To** Helen Treherne <[ptecouncil@btinternet.com](mailto:ptecouncil@btinternet.com)>

**Date** 05.11.2013 14:15

Hi Helen:

I have written to the person with c.c. to you prior to receiving your reply to my e-mail, yesterday, late afternoon.

Let me be quite clear, I do not misplace cheques, it is part of my job and the cheque was attached to the letter of the 28th June, 2013, with two other letters that followed (without cheques).

Regarding cancelling the cheque made out to "Aber Valley Wolves Rugby League Club" it is a matter of good financial management of the public purse.

Best wishes.

John Dilworth,  
Clerk to the Council,  
Van Community Council.

On 05.11.2013 10:37, Helen Treherne wrote:

Hi John

As I didn't receive the letter myself, I can only say what's been told to me and actually John, I don't think Gareth is accusing anyone of anything. He is simply saying the cheque was not in the envelope. He is also adamant that they have not lost the cheque and that

Signed:.....

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he would simply have admitted to misplacing it had they done that.

As for cancelling the cheque and issuing another, he will obviously leave this to your and the Councillors' discretion. I personally don't think anyone else will cash the first cheque as it would have had the Aber Valley Wolves name on it, but, as I said that's up to your discretion.

He also repeats that he left a message on an answerphone, but, unfortunately if you don't have an answerphone then he must have left the message on an incorrect number and he apologises for that.

Aber Valley Wolves will now await your reply.

Many thanks. Helen

Helen Treherne  
Clerk to the Council  
Penyrheol Trecenydd Energlyn Community Council

Tel : 029 20830666  
Email : [ptecouncil@btinternet.com](mailto:ptecouncil@btinternet.com)  
**From:** jdilworth49+john <[john@jdilworth49.plus.com](mailto:john@jdilworth49.plus.com)>  
**To:** Helen Treherne <[ptecouncil@btinternet.com](mailto:ptecouncil@btinternet.com)>  
**Sent:** Monday, November 4, 2013 5:31 PM  
**Subject:** Re: Aber Valley Wolves

Hi Helen:

I can assure you the cheque, no. 101509, £25, was attached to the letter that I entrusted to Royal Mail, I fold on this, that the cheque has been misplaced.

I have written to Gareth on two separate occasions but I have received no reply.

Regarding the message left on the answer machine, whose machine, it wasn't mine.

Incidentally I have Clerked for 9 councils and this is the first time I have been accused of not sending a cheque.

Members will now have to decide how to proceed on this matter but I cannot recommend issuing another cheque since it will cost £12 to cancel the original cheque.

Best wishes.

John Dilworth,  
Clerk to the Council,  
Van Community Council.

On 04.11.2013 13:02, Helen Treherne wrote:  
Hi John

I have spoken to Gareth and he said they received the letter but there was no cheque enclosed. He said he rang the number on the letter and left a message on the answerphone.

Thanks.

Helen

Helen Treherne  
Clerk to the Council  
Penyrheol Trecenydd Energlyn Community Council

Tel : 029 20830666  
Email : [ptecouncil@btinternet.com](mailto:ptecouncil@btinternet.com)

Three letters were sent to Mr. Gareth Short:

Signed:.....

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28<sup>th</sup> June, 2013 – grant cheque attached.

5<sup>th</sup> September, 2013 – please present the cheque and return the acknowledgment slip.

4<sup>th</sup> October, 2013 - – please present the cheque and return the acknowledgment slip.

Mr. Short stated to Mrs. Treherne that he left a message on my answer machine regarding the missing cheque, which I did not receive. Yet I have written to Mr. Short on two separate occasions following the letter of the 28<sup>th</sup> June.

This begs the question, why was the inquiry left to one message and not an e-mail or letter?

There is a decision (minute 25/13 ii, May 17<sup>th</sup>, 2013) to make a grant of £25 to Aber Valley Wolves Rugby League Club.

### **Recommendation:**

*Standing Order 41 "No motion to rescind any resolution which has been passed within the preceding six months, nor any motion or amendment to the same effect as one which has been negated within the preceding six months, shall be in order unless the notice thereof shall have been given and specified in the summons to the meeting and the notice shall bear.."*

Six months has elapsed since the decision was made and members may amend the decision.

Cancel the cheque with the Cooperative Bank and incur a fee of £12 (shows good financial practice).

Reduce the grant by the £12 to cover the fee for cancelling the cheque and make a grant award of £13.

Members endorsed the actions of the Clerk and directed that the matter is now closed with Aber Valley Wolves and further, the cheque is cancelled with the bank, incurring a fee, and no further cheque is issued..

- |    |                           |   |
|----|---------------------------|---|
| c. | Code of Conduct Training. | I will be contacting the relevant officer for the next Code of Conduct Course; Councillors David Hill, Brian Jenkins, and Eileen Macey. |
| d. | Soup and Carols.          | The Clerk reproduced the following programme, agreed at the last meeting which has also been forwarded on to Mrs. Hudson for SERIN.     |

Briefly the programme:

- Clerk to welcome everyone on behalf of the Council.  
Few words about Soup and Carols and thanks to School, Tesco etc.

Signed:.....

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- Hands over to SERIN to take the music forward with audience participation (see their repertoire, circulated to all members).
- Soup is served, Father Christmas gives out chocolate and raffle.
- School Choir, carols (*if they are prepared to sing, last year I was informed by Ms. Bethan Jones that they would not sing on themselves, but later changed their minds, and the decision was theirs*).
- Chairman brings the proceedings to an end and wishes everyone Merry Christmas.

The Clerk advised that he had written to the Salvation Army in Caerphilly, and spoke to a representative over the phone for instrumental support for Soup and Carols and drew a blank. He added, he had contacted the Head Teacher of St James Primary School, by e-mail, which was acknowledged and no further developments

The Clerk was unable to report that a pianist was available from St James Primary School, following e-mails. Therefore in view of the time scale it was resolved to cancel the event, however, as a sign of good will it was further resolved to offer £50 to Mrs. Helen Hudson.

In view of the cancellation the amended Carol Sheet, was not circulated.

- e. Memorial Garden, St. James Primary School.
- The Clerk reported, the project commenced, as previously reported, on Monday, 30<sup>th</sup> September, 2013, has now progressed to completion of the Memorial Wall of the Memorial Garden (with Cock and Hen) and gate. Ms. Bethan Jones, Eco-Council Coordinator, in her e-mail dated the 23<sup>rd</sup> October, 2013, informed Mr. Keith Fairhall, Healthy Villages Team, that she will be requesting a quote from Mr. Rhys Harris, (Environmental Wood Sculptor, specialises in green oak structures) for a statue based on the winning children's design. Once this is completed then the paths, flower beds and seating will be set in place.

Regarding the statue the sketch plan, produced by Ms. Bethan Jones states:

*"The main sculpture will be based on an angel. Possibly including names of people in St. James ward who have died in war."*

The School web site published the following update, 12<sup>th</sup> October, 2013:

*"You may be aware that the Eco Council has been asked by Van Community Council to design and create a memorial garden linked to the centenary of the outbreak of WW1 next year. It has been started with the building of the dry stone wall at the front of the school. In their Eco council meeting, the councillors decided that they would like the whole school to be involved in designing the main aspect of the garden - a statue /sculpture /feature in the centre."*



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*The design of the garden has links to the army, the navy and the air force and the children have decided they would like to plant poppies and other red flowers to symbolise love and the blood shed in war.*

*All classes will be involved in a competition to design the statue/feature and will be bringing this home as a learning log challenge this week.*

*The entries will be judged on Monday 21st October and the winning design made into the statue."*

He reported further, he had received from Ms. Jones an e-mail, dated the 25<sup>th</sup> October, but opened on the 26<sup>th</sup> October:

*"We've received a phone call from Christine Forehead today. She asked us to get in touch with you to ask you to apply to the community council for funding on the school's behalf. I believe there may be a chance that they are willing to fund it all which would be lovely.*

*I now have a design for the statue so will get a quote on that asap and get back to you."*

It is clear, the sculpture will be in wood but how long will it last, and hesitated to hesitate or predict but, would advise for members information the following:

The three miners, carved by the famous Sculptor, Mr. Robert Koenig, at Bargoed Country Park (see below), are over eight years in age and showing signs of deterioration; splitting, water penetration, fungus, Wood Pecker damage (depth of two centre metres) and insect infiltration, which I observed on a recent visit to the Bargoed Country Park, Saturday, 26<sup>th</sup> October.

He reported further, he will now progress an application, following both members decision and a request from the School to the Community Council to apply for funding from the Area Regeneration Budget once I have received costings from Ms. Bethan Jones, who has already indentified the supplier, Mr. Rhys Harris.

At the present it is difficult to predict the cost, however, he assumed, the cost criteria would have to take into account, and referred to the inserts:

Inset, Mr. Robert Koenig, Three Bargoed Miners, Bargoed Country Park, looking up and down the Rhymney Valley



On reflection wood is not ageless but fibre glass is. The statue of Dr. William Price (famous eccentric, surgeon and druid) in the Llantrisant Square is made of fibre glass, see inset (unveiled in 1982).



In the event of a short fall in funding for the sculpture he inquired with:

First World War: then and now. Response, will not fund, project started.

War Memorials Trust. Response, will not fund new memorials.

Finally, a thank you letters had been forwarded to Groundwork Caerphilly commending the Healthy Villages Team and the Probation Trust for their assistance (completion of the first phase).

As he saw it, the School has now moved into gear (so as to speak) on this project and the Community Council will progress an application on its behalf, and costings have been received since the supplier is Mr. Rhys Harris as informed by Ms. Bethan Jones.

**Subject** St James Memorial Garden

**From** Bethan Jones

**To** jdilworth49+john

**Date** Tue 21:07

The winning design for the statue has been chosen and I went to see Rhys Harris (who has done all of our outdoor work in school and was also recommended by Keith Fairhall) in half term. He has suggested that the cheapest and most effective way of doing it would be as a relief carving on a stone wall mount.

His quote for the relief carving would be £1200 inc vat with groundwork supplying the

Signed:.....

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plinth / pillar and the timber scheme for the wood.

The other option is to have a 5' sculpture for £1850 but I think the 1st option is probably best. Once you have taken this to your meeting next week, could you let me know whether we are able to proceed so that Rhys can produce some drawings for us.

He pointed out, he had not received a drawing of the winning design, so he could not advise and also a thank you message or letter thanking the Council for the donation of £150, from the School, for the hire of the dumper.

If the application is successful at the Van Partnership meeting, 11<sup>th</sup> November, 2013, then the invoice and cheque must be made out to Van Community Council, who will pay the sculptor. However, the amount applied for may have to be less the VAT (reclaimed by the Council).

Members expressed their concerns:

the sculpture material is not durable and an alternative material should be found, i.e. for example, Dr. Price sculpture, Llantrisant Square, Llantrisant.

Council wishes more input on the design.

The Clerk to advise Mrs. Bethan Jones (dealing with the project), St. James Primary School.

- f. New Library, The Twyn, Caerphilly. The Clerk reported following documents were forwarded to the Chairman as directed by the relevant CCBC officer (appendix A and B). A presentation will be given at the Van Partnership meeting, Monday, 11<sup>th</sup> November, 2013.

Noted.

- g. Summer Play-scheme, 2014. The Clerk reported, the following document has been received from Ms. Cath Davies, Holiday Scheme Co-ordinator (appendix C).

Resolved, the panel to be made up available members since it is accountable.

### 94/13. **Finance.**

- i. **To consider payment of creditors (appendix 3).**

The Clerk reported payments and it was **resolved** to sign cheques accordingly (A-C).

Cheque no.	Details of payment	£	£
A. 101553	John Dilworth, Clerk's salary month 8.		521.21

Signed:.....

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B. 101554 Mrs. Helen Hudson (SERIN), Soup and Carols, 6<sup>th</sup> December, 2013, contribution to expenses. **50.00**

C. 101555 John Dilworth, Clerk. Reimburse for expenses, supported by receipts:

Postage,	7.20
Post Office phonecards.	0.00
Stationary inc. inkjet cartridge	44.97
Photocopying.	12.15
B Wreath, Remembrance Sunday, 10 <sup>th</sup> November, 2013.	17.00
Mileage	65.47

Journey 1	7 <sup>th</sup> October, 2013, Van Community Centre, and return, Partnership Meeting, 26 miles.	11.70
Journey 2	9 <sup>th</sup> October, 2013, St. James Primary School, Memorial Garden, and return, 26 miles.	11.70
Journey 3	14 <sup>th</sup> October, 2013, Trustmark, & Barclays Bank, Talbot Green, and return, photocopying documents, 2.5 miles.	1.12
Journey 4	14 <sup>th</sup> October, 2013, distribute agenda and papers, last member, 35. Trevelyn Crt., 39 miles.	17.55
Journey 5	18 <sup>th</sup> October, 2013, Van Community Centre, and return, Council meeting, 26 miles.	11.70
Journey 6	22 <sup>nd</sup> October, 2013, Pen y Cae Notice-board, display notice of audit completion and Annual Return, 2012/13, and return, 26 miles.	11.70

**146.79**

## ii. **Accounts, 2013/14 (appendix 4a, 4b, and 4c).**

The accounts were received.

## iii. **Budget, 2014/15 (appendix 5), to follow.**

Resolved to approve in principle and subject confirmation at the January meeting.

If Caerphilly require confirmation, plenary powers exist with the Executive members of the Council.

## iv. **Grant applications.**

Vancam (minute 90/13 xix).

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It was **Resolved** that, to grant £500 having considered the grant request. Council considered that it is in the interests of, and will bring direct benefit to, their area or a part of it in providing opportunities for the youth to learn about photography and develop their photographic skills.

There being no other powers to incur this expenditure the Council approved the request under the Local Government Act, Section 137.

v. **Council's Bankers, in view of media speculation on the stability of the Cooperative Bank (the Clerk has written to Barclays Bank).**

The Clerk reported that he had written to Barclays Bank, with a follow up letter but no replies had been received. He planned to contact the Business Manager and seek an appointment.

vi. **Payment to members, maximum of £100 per year (telephone usage, information technology, and consumables). This was deferred from the previous meeting.**

Deferred.

95/13. **World War One Centenary - Councillor Russell Deacon.**

Members considered the e-mail from Councillor Russell Deacon and in view of the high costs (£2,000 to 2,500) resolved not to take it forward.

A minute thanking Councillor Deacon for his efforts was recorded.

96/13. **W.I.F.I. (any wireless local area network) – Councillor Eileen Macey.**

Nothing to report.

97/13. **Items for the next agenda.**

Payment to members, maximum of £100 per year (telephone usage, information technology, and consumables). This was deferred from the previous meeting.

Meeting closed at 8.15p.m.