

**POCKLINGTON TOWN COUNCIL**  
**MINUTES**

Meeting of the Town Council  
Meeting Room Old Courthouse George Street Pocklington  
Wednesday 13<sup>th</sup> June 2018 at 7pm

**Present:** Councillors Hodgson (chairman), Cooper, Green, Hutchinson, Jones, Perry, Ratcliffe, Sykes, West and Winterton.

**Attending:** Gordon Scaife - Town Clerk. There were 7 members of the public in attendance.

Rev Anne Cox led the council in prayers before the meeting started.

1. Notice of meeting. Cllr Winterton proposed the notice of the meeting 2<sup>nd</sup> Cllr West and agreed.
2. To accept apologies for absence. Apologies were received from Cllr Sharpe (Work) Cllr Sinton (Holiday) and Cllr Spademan (Holiday)
3. Declarations of interest. To record declarations of interest by any member of the council in respect of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

The following declarations of interest were declared.

Cllr Green has a non-pecuniary interest in items 11.4 and 13.11 being a member of both organisations.

Cllr Hutchinson declared a non-pecuniary interest in items 11.4 and 16 (e)

Cllr Jones declared a non-pecuniary interest in items 11.2 and 11.3 being a member of both organisations.

4. Consider suspending the meeting to allow an opportunity for person(s) or groups to address the council for a total period of 15 minutes and to receive an update from our East Riding of Yorkshire Councillors about East Riding of Yorkshire Council ward matters that affect Pocklington.

Cllr Jones proposed suspending the meeting to allow person(s) and groups to address the Council 2<sup>nd</sup> Cllr Ratcliffe and agreed.

A representative from Pocklington Tennis Club spoke about the floodlighting and new gating project for which they have applied to the Town Council to help fund. The Tennis Club have already secured most of the funding required for the project from East Riding of Yorkshire Council Commuted Sums, the Lawn Tennis Association and from fundraising undertaken by the club. The project will mean that courts will be more widely available and be bookable on line.

The Mayor thanked the representative from the Tennis Club for their presentation.

Two representatives from Young People Count came to give an update and request support from the Town Council. Young People Count are aiming to establish a new youth club in Pocklington in a dedicated building. The request for support from the Town Council is to the Police and Crime Commissioner about the possible purchase of the police station.

The Mayor thanked the representatives from Young People Count for their presentation.

Two representatives from the History Society gave a presentation on the proposed book for World War I and asking the Town Council for support towards the cost of producing it.

A draft copy of the book has been deposited with the Town Council for Councillors to look at. The aim is to have the book published in time for the Flower Festival in September.

The Mayor thanked the representatives from the history society for their presentation.

Cllr K. West Ward Councillor gave an update on the proposed improvements to the footpath along the Eastern side of Yapham Road which is at the design stage.

5. Consider continuing the meeting.  
Cllr West proposed continuing the meeting 2<sup>nd</sup> Cllr Sykes and agreed.
6. To confirm the minutes of the Extraordinary Town Council meeting held on 30<sup>th</sup> May 2018. Cllr West proposed the minutes be accepted 2<sup>nd</sup> Cllr Jones and agreed.
7. To report matters arising from these minutes not on the agenda for information only.  
The annual report has now been submitted.
8. To receive financial statement of
  - a) Pocklington Town Council and agree payments.  
Cllr Jones proposed the Pocklington Town Council payments below to be authorised 2<sup>nd</sup> Cllr Winterton and agreed.

<b>POCKLINGTON TOWN COUNCIL</b>						
<b>13/06/2018</b>						
		<b>Date</b>	<b>Code</b>	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
65	BP	09.05.18	4036	A & L Stewart Ltd	Electrical Work PAC	286.33
66	BP	16.05.18	4060	The Great Outdoor GYM Co	Gym Equipment West Green	19581.60
67	DD	20.05.18	4015	CNG	Gas Supply - April	233.24
68				The Soapy Group	See 057	
69	DD	18.05.18	4205	Plunet	Internet	18.00
70	DD	18.05.18	4032	Be Fuelcards	Diesel	7.80
71	BP	17.05.18	4208	G K Beulah & Co Ltd	Scroll	11.16
72	BP	17.05.18	4209	Gordon Scaife	LED Lights for Christmas Tree	19.99
72	BP	17.05.18	4022	Gordon Scaife	Postage	28.60
72	BP	17.05.18	4208	Gordon Scaife	Wool TDY	22.24
72	BP	17.05.18	4016	Gordon Scaife	Refuse Sacks/Toilet Rolls	6.26
72	BP	17.05.18	4206	Gordon Scaife	Mayormaking - refreshments	46.38
73	BP	23.05.18	4204	Hobsons Jewellers	Engraving Mayoral Chain	9.50
74	BP	23.05.18	4021	Ruth Jackman	Batteries for Telephone	5.95
75	DD	31.05.18	4014	British Gas	Electricity 15.02-10.05.18	223.03
76	BP	23.05.18	4023	Supplies - ERYC	Paper/Dividers	13.39
77	BP	23.05.18	4023	Supplies - ERYC	Paper/Dividers/Notes	10.91
78	BP	23.05.18	4057	Richard Dixon	Internal Audit	736.15

79	DD	25.05.18	4032	Be Fuelcards	Diesel	23.06
80	BP	23.05.18	4037	York Landscapes Ltd	Level, roll & seed West Green	1507.20
81	Cash	18.05.18	4208	Vocalist Cashed Cheque 102662	Mayormaking	125.00
82	BP	23.05.18	4020	Grave Owner	Refund	100.00
83	BP	23.05.18	4037	Travis Perkins	Gloss PAC	20.35
84	BP	23.05.18	4037	Gordon Scaife Nisbits	Heavy Duty Sacks	77.68
85	BP	24.05.18	4037	Travis Perkins	Gravel - Cemetery	16.27
86	BP	24.05.18	4208	Travis Perkins	Padlocks/Chain - TDY	61.56
87	BP	24.05.18	4208	JSS Audio	Technician - Mayor Making	96.00
88	BP	24.05.18	4042	Cooltec Services	Maintenance	552.36
89	BP	24.05.18	4208	The Fresh Food Company	Buffet - Mayor Making	400.00
90	CHQ	12.05.18	4208	102 Squadron	Dinner (102663)	200.00
91	CHQ	18.05.18	4020	Pocklington Relief in Need	Donation (102664)	3500.00
92	CHQ	18.05.18	4037	Pocklington Relief in Need	Digging Fee (102665)	20.00
93	CHQ	18.05.18	4020	Wold Haven Day Centre	Donation (102666)	3500.00
94	CHQ	18.05.18	4072	Pocklington Runners	Donation (102667)	500.00
95	CHQ	17.05.18	4072	The People's Pantry	Grant (102668)	150.00
96	BP	24.05.18	4100	Dean Hodgson	Mayors Allowance	2000.00
97	BP	30.05.18	4205	Cyber Glide 160	Computer Support	35.00
98	DD	01.06.18	4032	Be Fuelcards 2141236	Diesel	112.02
99	BP	30.05.18	4054	Gordon Scaife	Vehicle Tax DN63 OLA	250.00
100	BP	30.05.18	4039	Travis Perkins AIB861	Wellington Boot/Plane	29.14
101	BP	09.05.18	4020	Groundwork UK	Grant Refund	1410.50
102	DD	10.05.18	105	HMRC VAT	VAT Payment	2859.49
103	SO	15.06.18	4043	Visual Security Systems	CCTV Maintenance	90.00
104	BP	31.05.18	4000	J Farmer	Salary	
105	BP	31.05.18	4000	J W Bielby	Salary	
106	BP	31.05.18	4000	G Scaife	Salary	
107	BP	31.05.18	4000	C Findlay	Salary	
108	BP	31.05.18	4000	C Heald	Salary	
109	BP	31.05.18	4000	HMRC	PAYE	
110	BP	31.05.18	4006	HMRC	NI	
111	BP	04.06.18	4203	G Scaife (Swell UK)	Sealant for lamp post hoops	21.48
112	BP	04.06.18	4037	G Scaife (MW Farm Supplies)	Rails for West Green	35.28
113	BP	04.06.18	4009	G Scaife	Travel Expenses	24.39
114	BP	04.06.18	4056	G Scaife (ERYC)	Premises License PAC	10.50
115	BP	04.06.18	4208	G Scaife (R Jackman)	Plates for Mayor Making	3.50
116	BP	04.06.18	4056	Pear Technology	Maplink Tech Support	270.00
117	DD	17.06.18	4024	The Soapy Group	Subscription	60.00
118	DD	04.06.18	4003	Nest	Pensions	315.02
119	DD	15.06.18	4021	Daisy	Mobile Phone Line	8.74
120	DD	22.06.18	4026	HSBC	Bank Charges	55.00
121	BP	07.06.18	4042	Tracey's Red Hat Ltd	Strimmer Cord	12.00
122	BP	07.06.18	4310	EYMS Ltd	Bus Service 197 (May)	420.00

123	BP	07.06.18	4037	York Landscapes Ltd	Grass cutting - Churchyard	576.00	
124	BP	07.06.18	4204	Hobsons Jewellers	Engraving Deputy Mayor Chain	9.50	
125	DD	20.06.18	4015	CNG	Gas Supply - May	54.09	
126	BP	13.06.18	4042	Hayton Service Station	MOT	45.00	
127	BP	13.06.18	4205	York Graphic Designers	Transfer domain	150.00	
128	BP	13.06.18	4036	Chubb	Maintenance security system	48.00	
129	BP	13.06.18	4037	Flying Colours Flagmakers Ltd	New Flags	232.20	
						<b>Totals</b>	£ <b>41,246.86</b>
						<b>Grand total</b>	£ <b>48,635.77</b>

- b) Consider the bank statements and agree payments from Pocklington Arts Centre. Cllr Jones proposed the Pocklington Arts Centre payments below to be authorised 2<sup>nd</sup> Cllr Winterton and agreed.

<b>POCKLINGTON ARTS CENTRE</b>				
<b>13/06/2018</b>				
	<b>Date Paid</b>	<b>Payee</b>	<b>Detail</b>	<b>Amount</b>
95	09.05.18	J M Wheatley	Lighting	80.00
96	17.05.18	Role Play Records Ltd	Artist	900.00
97	24.05.18	Premier Business Supplies Ltd	Cleaning Supplies	68.52
98	24.05.18	Viking	Printing Supplies	31.79
99	24.05.18	The Hop Studio Ltd	Bar Supplies	166.80
100	24.05.18	GT Graphics	Posters	632.20
101	24.05.18	Artist	Busking in the Bar	100.00
102	24.05.18	Sony Pictures	Film	586.00
103	24.05.18	J Farmer	2 Tickets - Race Day	80.00
104	24.05.18	J Duffy	Whiteboard/Print Rack	71.03
105	24.05.18	IMWP (UK) Limited	Performances	4476.00
106	25.05.18	J M Wheatley	Lighting	125.00
107	31.05.18	JSS Audio	PA System	360.00
108	31.05.18	JSS Audio	PA System	300.00
109	31.05.18	JSS Audio	PA System	252.00
110	31.05.18	Swirlz	Ice Cream	60.00
111	31.05.18	T Herbert	Bar Supplies	152.64
112	31.05.18	J Duffy	Programmes	6.75
113	31.05.18	J Duffy	Supplies	27.69
114	31.05.18	Feathers Hotel	Rooms	182.00
115	31.05.18	J M Wheatley	Technician	170.00
116	31.05.18	UK Cinema Association	Membership	112.80
117	31.05.18	C Sleightholme	Supplies	25.88
118	31.05.18	Eden Farm Hulleys	Ice Cream	150.04

119	31.05.18	J L Brookes	Soft Drinks	25.77
120	31.05.18	Country Gas Ltd	Bar Supplies	29.82
121	31.05.18	A B Electrical Wholesalers Ltd	Parts	28.08
122	31.05.18	Danby's of Pocklington	Leaflet Distribution	20.00
123	31.05.18	Amazon	Table Top Easels	31.46
124	31.05.18	Penguin Random House	Book	247.73
125	31.05.18	T Herbert	Bar Supplies	201.53
126	31.05.18	GT Graphics	Posters and leaflets	141.00
127	31.05.18	J. Duffy	Wages	
128	31.05.18	T. Stalker	Wages	
129	31.05.18	N. Rudsdale	Wages	
130	31.05.18	P. Jennings	Wages	
131	31.05.18	C. Heald	Wages	
132	31.05.18	L. Robinson	Wages	
133	31.05.18	C. Watson	Wages	
134	31.05.18	B. Mullarkey	Wages	
135	31.05.18	A. Squires	Wages	
136	31.05.18	S. Morton	Wages	
137	31.05.18	HMRC	NI and Tax	614.88
138	01.06.18	Role Play Records Ltd	Fee	900.00
139	11.06.18	Reform Theatre Co.	Fee	400.00
140	11.06.18	Norwich Puppet Theatre	Fee	600.00
141	11.06.18	Pivovar	Bar Supplies	406.91
142	11.06.18	GT Graphics	Posters and leaflets	141.20
143	11.06.18	Fireco	Dorguards	210.00
144	11.06.18	K. Falkingham	Hardware and Cleaning	55.01
145	11.06.18	Premier Business Supplies Ltd	Cleaning Supplies	76.14
146	11.06.18	W & C Forth	Stationary	22.86
			<b>Totals</b>	13269.53
			<b>Grand Totals</b>	18013.89

9. Consider any actions needed from the presentation by Young People Count.

Cllr Green proposed letter of support from the Town Council be sent to Young People Counts about securing the Police Station for use as a youth club and community centre 2<sup>nd</sup> Cllr Cooper and agreed.

Cllr Ratcliffe commented that it would make the Town Council tenure in the Old Courthouse more secure.

10. To consider and confirm the committee chairpersonship and committee membership for 2018/19.

Cllr Cooper would like to step down from Marketing and Development. Cllr Hutchinson would like to join Marketing and Development. This was agreed.

The Clerk will update the membership lists and send out the revised lists along with a list of Councillors who represent the Council on outside bodies. This will be confirmed at the July meeting.

11. Consider the grant applications from

1. Pocklington Tennis Club.  
Cllr West proposed Pocklington Tennis Club be granted £300 towards the floodlighting and gating project 2<sup>nd</sup> Cllr Sykes and agreed
2. Pocklington Carers Group  
Cllr Green proposed a grant of £230 to Pocklington Carers Group for room hire 2<sup>nd</sup> Cllr West and agreed.
3. Pocklington Christian Fellowship Youth Group  
Cllr Perry proposed a grant of £300 for Pocklington Christian Fellowships Youth Group 2<sup>nd</sup> Cllr Winterton and agreed.
4. Stewart Bowling Club  
Cllr West proposed a grant of £300 for Stewart Bowling Club towards the cost of the renovation works needed for the bowling green 2<sup>nd</sup> Cllr Perry and agreed.

12. Consider and agree any actions from the Clerk's report.

Agreed projects	Potential cost	Budget heading	Update
2 Benches	£1,000	Street Furniture	The benches have been ordered from Streetmaster and awaiting delivery.
Mouse House new kitchen/work area		Property Maintenance	Contract to be awarded, quotes have been received.
New bus service	£6,200	Transport	Verbal report
Cemetery Headstones			Quote received for doing the Health and Safety work required. This will be discussed in the closed part of the meeting
Churchyard Footpaths			Quote received for doing the Health and Safety work required. This will be discussed in the closed part of the meeting

**Bus Service**

The new 197 service is now running. Cllr Cooper, Cllr Hodgson the Clerk and a member of the public has met with East Yorkshire Motor Services (EYMS). Cllr Cooper gave a verbal report on the meeting which was to discuss the route. EYMS have been requested to run the bus to the main roundabout on the A1079 and come back into town via Canal Lane and to assess the suitability of running the service on Broadmanor. EYMS are keen not to undermine any other services that operate through the town particularly the 747.

### **Annual Return**

The annual return is now with the external auditors. This has been the focus of the work for this month. The accounts are open for inspection for 6 weeks. People have the right to come and inspect the accounts for the Council. I've emailed out the summary of rights and annual return for information.

### **Data Audit for GDPR and website.**

The data audit has been completed see attached document. The website is compliant with GDPR and the privacy notices have been uploaded. The Deputy Town Clerk has spent much of this month updating the website. The website is being brought up to date with all the Council's documents being uploaded.

### **Risk Assessments**

Work on updating the risk assessments has been started and the risk register will be reviewed. This work is ongoing with the aim of presenting this to Full Council in August after it has been reviewed at Policy and Resources in July.

### **Land Inspections**

The land inspections for the land we are responsible for have been completed during May. These require doing every 6 months. Play areas are visually inspected at least weekly and a monthly inspection is also undertaken.

The weekly and monthly play area inspections flag any immediate work that needs to be done. At the moment there are three issues which need to be addressed. Two relate to Broadmanor Play Area – the posts which hold the clatter bridge to the octagonal platform appear to have moved quite a lot. The manufacturer has been asked to inspect to see if these require replacing. The balance beam requires replacing as it is showing significant signs of wear and tear. A quote will be obtained to replace the beam.

In Victoria Road play area the seats on one of the older pieces of equipment require replacing. A quote is being requested to undertake this work.

The 6 monthly land inspection for West Green has shown that the large horse chestnut by the access gate and adjacent to the road has not leaved up very well. A report on the health of this tree is being requested. The tree is within the Pocklington Conservation Area and a tree health survey is needed before permission to fell would be granted. The trees branches spread over the highway and so if it does need to be felled this will require the Highway to be possibly closed or traffic controlled. The tree has now been inspected and is in a dangerous state.

In addition to the land inspections, there are two pieces of land we own that require registering formally with the land registry. These are West Green and The Allotments. The information for West Green has been assembled as being a registered village green it is easy to locate.

### **Planters and summer bedding**

The continued renewal of planters in the town has continued. There are now only 5 of the original ones now left. These are one on George Street (to be removed shortly), one on the corner of Union Street/London Street, two on Regent Street and one by the old railway station. Three still contain trees and will probably need to be removed this winter once the trees become dormant. The shrubs have been replanted in the large circular bed in the Cemetery.

The first of the summer bedding has been put up on the lamp posts around the town. The renewal of one of the lamppost planters is required as the outer has split. A quote for a new one is being obtained from the company that supplied the originals.

The rest of the summer bedding has now arrived and will be planted out this week. The Churchyard flower beds have been weeded and a dead shrub removed.

East Riding of Yorkshire Council came out to inspect on the day the work to the planters had been scheduled. ERYC came to inspect as they had received a complaint from a resident via Cllr Strangeway that the planters were rotten and the new ones not in keeping with the area. ERYC are pleased the old ones are being removed and that new ones are being installed. The new small planters take 1000 plastic bottles to make. No further visits or comments have been provided by East Riding of Yorkshire Council since Cllr Strangeway asked them to enforce the removal of the existing planters.

### **Neighbourhood Development Plan**

The group are currently writing the character assessment for the town using an assessment tool. The character assessment is part of the evidence base.

### **Burials**

The burial of Peter Christopher Sunman and the interment of the ashes of Patricia Playforth and May Alison have taken place in the cemetery.

### 13. Correspondence as per list.

1. ERYC – Cllr Cooper had been reported to Standards Committee by two members of the public. The assessment has been made and due to the evidence not being provided it has not been able to make a judgement. Cllr Cooper informed Council he no longer belongs to the Facebook group on which the comments were posted.
2. Resident has requested help with an immigration issue. Councillors felt they didn't the case well enough to offer support.
3. Pocklington Tennis Club re a grant. This has been dealt with in 11.1 above.
4. Pocklington Arts Centre – Statistics for April for information.
5. East Riding of Yorkshire Council – George Street on street parking amendment to civil enforcement for information.
6. Humberside Police – Crime Statistics for May for information. The statistics show crime figures are still rising.
7. Sectra – request for smart meter roll out link to be added to the Town Council website. As this is a company requesting this it can't be placed on the Town Council website.
8. 102 Squadron Association – Letter of thanks.
9. Deputy Mayor of Malton – thank you for the invite to Mayor Making.
10. ERNLLCA Newsletter. For information. Agreed to purchase a good councillor guide for each of the councillors.
11. Pocklington and District Local History Society – Request for funding to help produce the World War I book. It was agreed this is to be an agenda item for the Full Council meeting in July.
12. East Riding of Yorkshire Council – Notice of a road closure for Sherbuttgate Road South for carriageway works from Monday 18<sup>th</sup> July
13. ERYC – Consultation about electric vehicle charging points. This is to be put on the agenda for Transport, Lighting and Road Safety
14. All Saints Church September Flower Festival. Request for use of West Green Field as a car park for the weekend of the flower festival. It was agreed that the clerk would liaise with the church about the use of the field. This would be subject to weather and volunteers to act as car park marshalls.
15. ERYC – Advance notice of consultation on public protection orders and notices. Agreed this should go on Lands and Property Agenda.
16. UK Broadband poster about funding for information.



14. Receive and consider accepting minutes from Policy and Resources 30/5/2018.

Cllr Jones proposed accepting the minutes from Policy and Resources committee 30/05/2018 2<sup>nd</sup> Cllr West and agreed.

15. Receive reports from any other meetings – Gateway etc. Consider written reports to be submitted for circulation.

Cllr West has attended a meeting of the Allotment Society at which possible future projects of installing a community poly tunnel and erecting a club house were discussed. These projects depend on if the right plot becomes vacant and funding.

Cllr Winterton reported on the character assessment work being undertaken by the Neighbourhood Development Planning Group. The group is working in pairs Cllr Winterton has been working on the assessments for Chapel Hill, The Oval and Denison Road and Wold Road Estate area. The work is showing how many hedgerows and green spaces there are in this part of the town.

Cllr Green has also been working on the character assessment for the Neighbourhood Development Plan and commented on the number of bungalows on the Sherbuttgate Estate.

Cllrs Green and Hutchinson reported on the Pocklington Heritage Partnership meeting. The feasibility study lottery bid is still being worked on.

Cllr Cooper has attended a playing fields/football club meeting. A question was raised about if ERYC is taking any enforcement action against Linden in respect to the amount of flint on the new football pitches and the varying levels. The Clerk will chase ERYC.

Cllr Perry reported on a meeting of the Governors for Pocklington School. The new £2M art and design building has opened. The school is one of the largest employers in Pocklington and is looking to expand. Cllr Green asked when the new car park might be built.

16. Consider excluding the press and public from the meeting in view of the confidential nature of the business about to be transacted. It is advisable that the press and public be temporarily excluded and they are instructed to withdraw.

Cllr Ratcliffe proposed excluding the press and public from the meeting in view of the confidential nature of the business that is to be transacted 2<sup>nd</sup> Cllr Cooper and agreed. The public left the meeting.

- a) Consider the quotes for installing a new kitchen at the Mouse House.  
Cllr West proposed accepting the quote with the stone worktops from John Naylor 2<sup>nd</sup> Cllr Sykes and agreed.
- b) Consider withdrawing from the East Riding of Yorkshire Local Government Pension Scheme.  
The Clerk explained the costs associated with the scheme were too high and as the only employee affected would like the Council to consider withdrawing. Council employees including the Clerk have been auto-enrolled into NEST. Cllr Ratcliffe proposed the Council should withdraw from the East Riding of Yorkshire Local Government Pension Scheme 2<sup>nd</sup> Cllr Sykes and agreed.

- c) Consider the quote for the health and safety work required to the gravestones at Pocklington Cemetery. The Clerk explained that this work was necessary and the work would be on the stones that are in the visited part of the Cemetery.  
Cllr Perry proposed accepting the quote from Rotherham's on the group price 2<sup>nd</sup> Cllr Sykes and agreed.
- d) Consider the quote for the health and safety work required to the footpaths in All Saints Churchyard.  
The Clerk explained this work was required to fix the potholes and uneven surface on the footpath in the graveyard.  
Cllr Sykes proposed accepting the quote form Wilson Services for the work 2<sup>nd</sup> Cllr Perry and agreed.
- e) Consider the draft allotment agreement.  
Cllr West and the Clerk have been working with the Allotment Association on the renewal of the agreement for the allotments.  
The main changes are as follows  
*The tenant shall ensure that when member join the tenant association (become plot holders) they reside within the parish boundary of Pocklington.*  
Note this is so tenants who move a short distance and want to continue to be a tenant can be.  
*The council will nominate a councillor to attend committee meetings of the Tenant Association and the AGM to provide advice and feedback*  
*The site will be inspected by the members of the Town Council and Clerk In an annual basis.*  
It was also agreed to insert rent review after 5 years.  
  
Cllr West proposed the allotment agreement be adopted 2<sup>nd</sup> Cllr Winterton and agreed.
- f) Consider the draft easement for Pocklington Arts Centre. This was for information at this stage to provide Councillors and staff at the Arts Centre the opportunity to comment on it and to make improvements to it.  
Comments received will be taken back to our solicitor so the easement agreement can be redrafted.

The Meeting closed at 9.11 pm