

Minutes of the Meeting held on Monday 7th September 2020 in the Council Chamber, Bolsover District Council Office, High Street, Clowne and via the Zoom Online Meeting Platform starting at 6pm	
Present	Councillors B. Bosworth (in person), D. Dixon (in person), M. Dixon (in person), S. Gregory (in person), G. Hughes (in person); N. Hoy (in person), N. Yewman (in person), R. Walker (in person)
In Attendance	2 Members of the Public (in person) and 1 Member of the Public (Zoom) M. Steel from Clowne Comets FC in respect of minute number 38/20 PC Harrison from Derbyshire Police in respect of minute number 36/20
Clerk and Minute Taker	S. Singleton (in person)

Minute Number	Order of Business Part 1 None Confidential Business	Motion and Decision	Voting
29/20	<p>Apologies for Absence</p> <p>Councillor Bailey due to a medical appointment.</p> <p>Councillor Salt due to family commitments.</p> <p>James Jackson from JPJ Design Partnership in respect of minute number 39/20 due to ill health.</p> <p>Councillor Ann Western in respect of minute number 36/20.</p>	It was moved by Councillor Walker and seconded by Councillor Yewman that the apologies for absence be approved.	Agreed All in Favour
30/20	Confirmation that the Attendance Register has been Signed	Confirmed by all present.	
31/20	Notification of Unregistered Declarations of Personal or Pecuniary Interest	Councillor Gregory declared a non-pecuniary interest in item 10 on the agenda which related to the commissioning of an outdoor community mural (minute number 42/20 refers)	

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Signed as a true and correct record	Councillor R. Walker	

32/20	Notification of Consideration of a Dispensation	None Received	
33/20	<p>Confirmation and Signing of the Minutes of the following Council Meetings:</p> <p>The Clerk referred to the advice circulated from the Monitoring Officer regarding the draft minutes of the Council meeting held on 14th November.</p> <p>The Clerk also asked Councillors to carefully review the draft minutes for accuracy as he had not been at the meeting. Several suggested changes were made to the draft prior to adoption.</p> <p>In addition the Clerk also asked Council to approve it's the draft minutes of its meeting held on 10th August 2020. Several suggested changes were made to the draft prior to adoption.</p>	<p>It was moved by Councillor Bosworth and seconded by Councillor Hughes that the draft minutes of the Council Meeting held on 14th November 2019 be approved.</p> <p>It was moved by Councillor Yewman and seconded by Councillor Hoy that the draft minutes of the Council meeting held on 10th August 2020 be approved.</p>	<p>Agreed For 4 Abstained 3 Against 1</p> <p>Agreed For 7 Abstained 1 Against 0</p>
34/20	<p>Date and Time of Council Meetings and Committees</p> <p>The Clerk advised he would check availability of the Arc rather than the Community Centre as the Council Chamber at the Arc was already set up to be Covid secure and had audio visual technology permanently incorporated into the Chamber and as such is easier to operate remote attendance facilities to Councillors and members of the public.</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Bosworth that the next Council meeting be held on Friday 2nd October 2020 at 6pm.</p> <p>It was moved by Councillor Walker and seconded by Councillor Hughes that the next meeting of the Allotments Committee be held on Wednesday 7th October 2020 at 6pm.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>

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		<p>It was moved by Councillor Hoy and seconded by Councillor Walker that the next meeting of the Finance Committee be held on Tuesday 13th October 2020 at 6pm.</p> <p>It was moved by Councillor Walker and seconded by Councillor M. Dixon that the meeting of the Human Resources Committee be held on Friday 23rd October 2020 at 6pm.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>
35/20	<p>Parishioners Forum</p> <p>The Chair asked Council to suspend Standing Orders to allow Parishioners to participate in this item.</p> <p>The Clerk advised he had not received any issues for consideration via email or letter from parishioners.</p> <p>Councillor Gregory asked about the Parish Notice Board as several parishioners had raised this matter with her.</p> <p>The Clerk advised that the notice board had been removed from the former Parish House on Mill Street by Clowne Local History Society who had offered to refurbish the notice board and relocate it to its agreed new position on the grassed area in front of the Ashgate Hospice Charity Shop.</p> <p>Councillor Bosworth offered to chase this with the group.</p>	<p>It was moved by Councillor Walker and seconded by Councillor D. Dixon that the Council suspends Standing Orders for this item to enable members of the public to speak.</p> <p>It was moved by Councillor Yewman and seconded by Councillor Bosworth that the report be received and that Council Standing Orders be reinstated.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>

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	<p>A Councillor mentioned about the possibility of having outdoor gyms around the village.</p> <p>The Clerk advised that these would cost around £10,000 for a suitably equipped gym.</p> <p>A parishioner asked about minutes on the website.</p> <p>The Clerk advised that, apart from the minutes just approved at this meeting, all approved minutes were on the website for public scrutiny.</p>		
36/20	<p>Reports to the Council from Outside Bodies</p> <p><u>Derbyshire Constabulary</u></p> <p>The Chair welcomed PC Harrison to the meeting.</p> <p>PC Harrison had recently moved to the local Neighbourhood Policing team covering this part of the County.</p> <p>A discussion took place about several policing matters raised by Councillors as follows:</p> <ul style="list-style-type: none"> - PC Harrison advised that the impact of the new town centre CCTV on crime detection had been very positive with footage accessed leading to several successful conclusions 	<p>It was moved by Councillor Walker and seconded by Councillor Bosworth that the reports from Outside Bodies be received.</p> <p>It was moved by Councillor Hoy and seconded by Councillor Hughes that the Parish Councils' preferred location for the siting of a full sized Multi Used Games Area proposed for Clune Street Recreation is that marked as location B on the plans provided by Bolsover District Council.</p>	<p>Agreed All in Favour</p> <p>Agreed All In Favour</p>

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	<ul style="list-style-type: none"> - Crime figures for July 2020 were 19 incidents of anti-social behaviour, 16 incidents of vehicle crime and 6 public order related incidents - Councillors asked why they didn't get the published crime figures as a written report any more - PC Harrison said that all crime figures for Clowne, once moderated by the Police data team, were published on the Police website so any Councillor or member of the public can review these figures at any time. Due to the moderation process there is usually a couple of month lag in the publishing of these figures. - It was suggested that a link to the relevant page on the police website could be put on the Council's own website; the Clerk said he would look into this. - It was also raised that several parishioners had complained to Councillors that responses to calls for service had appeared to have gotten worse recently. - PC Harrison advised that he would look into this but advised that with the recent changes to staffing at the local policing team and with the extra work dealing with Coronavirus breaches then this may explain why 		
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	<p>responses had been delayed but he wasn't aware of any issues directly.</p> <ul style="list-style-type: none"> - It was suggested that the local crime figures for Clowne be published on the Parish Council website <p><u>Derbyshire County Council</u></p> <p>In the absence of Councillor Western the Clerk referred Councillors to correspondence he had received relating to a proposed traffic waiting restrictions order in and around the Hickinwood Lane and A616 Creswell Road Junction.</p> <p>A discussion took place and several Councillors pointed out that this part of the already very busy local road network would only get worse once the Clowne North housing development got underway.</p> <p><u>Bolsover District Council</u></p> <p>The Clerk referred to a notification received from Tommy Rush who is the Environmental Team Leader at the District Council that the District Council had issued a £300 fixed penalty had been issued to a local takeaway business in Clowne.</p> <p>It was pointed out that delivery vehicles park half on half off the pavement outside of one of the takeaways on Mill Street creating oil spillage/ staining of the pavement and creating a potential hazard.</p>		
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	<p>The Clerk said he would pass these concerns on the District Council's Parking Enforcement Officer.</p> <p>The Clerk then referred to appendix 6 which provided details and plans regarding the District Councils' proposal to install a full sized Multi Use Games Area (MUGA) on Clune Street Recreation Ground.</p> <p>This recreation ground is owned and managed by the District Council but they were asking the Parish Council for its views on the preferred location within the recreation ground.</p> <p>A discussion took place on the merits of each of the three locations suggested by the District Council.</p> <p>Finally Members considered appendix 7 of the agenda which provided details of a Tree Preservation Order for a number of trees at the Van Dyk Hotel and Housing Development.</p>		
37/20	<p>To Consider Planning Applications made under the Town & Country Planning Act for Decision</p> <p>Councillor M. Dixon and Councillor Hoy declared a non-pecuniary interest in this item and left the meeting.</p> <p>The Clerk referred to the following planning applications received for consultation:</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Walker that all the applications received for comment and information be noted.</p>	<p>Agreed All in Favour</p>

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	<p><u>Application Number 20/00216/Ful</u></p> <p>Proposal: Conversion of a single (1) dwelling back to two (2) dwellings.</p> <p>Location: 137 Creswell Road , Clowne</p> <p><u>Application Number 19/00664/FUL</u></p> <p>Proposal: Construction of two (2) dwellings and information as follows:</p> <p>Location: Land to the East of 40A Mill Street accessed from Church Street, Clowne</p> <p>Councillor Gregory commented that all applications should consider incorporating Hedgehog Highways were appropriate. The Clerk advised that he would raise this with the Planning Authority.</p> <p><u>Application Number 20/00209/FUL</u></p> <p>Proposal: Erection of seventeen (17) dwellings and associated infrastructure</p> <p>Location: Land west of Holmlea and Tamarisk, Mansfield Road, Clowne</p> <p>Councillor Yewman was concerned that there was already a significant amount of housing development in this part of Clowne.</p> <p><u>Application Number 20/00224/FUL</u></p> <p>Proposal: Addition of a single storey orangery extension with a hip roof to the rear attached to an existing pitched roof single storey extension</p> <p>Location: 32 Chestnut Drive, Clowne</p>		
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	<p><u>Application Number TPO BOL/20/105</u></p> <p>Proposal: Pruning of a tree to rear of plot 9</p> <p>Location: 20 Century Way, Clowne</p> <p>The Clerk then advised that the following applications had been approved by Bolsover District Council subject to specific conditions:</p> <p><u>Application Number 20/00193/FUL</u></p> <p>Proposal: Replacement Garage/Car Port and store</p> <p>Location: Stanfree Farm, Low Road, Clowne</p> <p><u>Application Number: 20/00206/FUL</u></p> <p>Proposal: Rear extension to existing property</p> <p>Location: 32 Heritage Drive, Clowne</p> <p><u>Application Number 20/00227/FUL</u></p> <p>Proposal: Erection of two (2) dwellings (redesign of plots 7 & 8 of application number 17/00303/FUL</p> <p>Location: Car park to the rear of the Church Hall, Rectory Road, Clowne</p>		
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38/20	<p>Clowne Comets FC</p> <p>Councillor Hoy and Councillor M. Dixon returned to the meeting.</p> <p>Councillor Hoy had asked for this item to be placed on the agenda and she introduced Mike Steel who was acting as the club representative for the Comets.</p> <p>It was explained that Clowne Comets FC has 4 teams ranging from under 9s to under 16s plus a girls development squad.</p> <p>The club is run by local volunteers and Villa Park is their home ground.</p> <p>Training is undertaken at Villa Park during the week with matches played at the weekends.</p> <p>A discussion took place about how best to support the club going forward with the following items:</p> <ul style="list-style-type: none"> - Training Tops - Man of the Match Medals - End of Season Trophies - Floodlighting of the Villa Park to enable training to take place during the evenings <p>A discussion took place about the purchase of portable floodlights.</p> <p>The Clerk advised that the cost of purchasing floodlights suitable to light a football pitch to FA standards had been costed at around £7000 plus vat.</p> <p>Councillor Gregory asked whether it would be more cost effective to install permanent floodlights.</p>	<p>It was moved by Councillor Walker and seconded by Councillor Yewman that the Council approves the purchase of training tops for Clowne Comets FC to the value of £1558, Man of the Match medals at £120 and end of season trophies at £390 from its 2020/21 budget and that the Council logo be incorporated into these items were possible.</p> <p>It was moved by Councillor Walker and seconded by Councillor Gregory that the Clerk investigates the cost of installation of permanent floodlighting at Villa Park prior to making a decision about the proposal to purchase portable floodlighting and report back to Council once this information has been received.</p>	<p>Agreed All in Favour</p> <p>Agreed All in Favour</p>
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	<p>The Clerk advised that from his experience the cost of permanent floodlights would cost considerably more and would need planning permission but if Council so wished he could obtain indicative costings.</p>		
39/20	<p>Outdoor Community Mural – Artist Commission</p> <p>Councillor Gregory declared a non-pecuniary interest in this matter and took no part in this item.</p> <p>The Clerk reminded Members that at a previous meeting of the Council the Clerk had been instructed to investigate the cost for the community consultation, design, manufacture and installation of a Community Mural depicting key timelines from Clowne’s past and present to be sited somewhere appropriate in the parish subject to the necessary approvals from landowners and the Planning Authority.</p> <p>The Clerk referred to the detailed briefing document which had been sent to three artists/ companies which asked them to provide indicative costings for this piece of work.</p> <p>Unfortunately only one artist/ company had responded positively to the invitation.</p> <p>James Jackson from JD Design Partnership had prepared a detailed proposal and the Clerk had asked him to attend the meeting so he could present the proposal in more</p>	<p>It was moved by Councillor Walker and seconded by Councillor M. Dixon that the Clerk prepares a notice inviting members of the community to submit design ideas for consideration by the Council that could be incorporated into any final design and that the Council meets to discuss and consider the design ideas once received.</p>	<p>Agreed All in Favour</p>

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	<p>detail and be available to answer questions from members.</p> <p>Unfortunately Mr Jackson had fallen ill earlier that day and had submitted his apologies.</p> <p>A discussion took place.</p> <p>Councillors weren't comfortable committing to the level of expenditure presented in the proposal so the Clerk was asked to prepare a notice inviting members of the Community (including schools) to submit their design ideas for inclusion on the mural.</p> <p>These designs could then be incorporated into the final scheme and a company could print this onto a suitable boarding for erection at an agreed location.</p> <p>Councillors said they were happy to meet to discuss this further once matters had progressed.</p>		
40/20	<p>Website Development Update</p> <p>The Clerk updated Councillors on the work being undertaken to ensure that the Parish Council's Website was Website Content Accountability Guidelines (WCAG) 2.1 compliant.</p> <p>The Clerk referred to appendix 9 which showed what work the appointed company (Aubergine Ltd) were undertaking on behalf of the Council.</p>	<p>It was moved by Councillor D. Dixon and seconded by Councillor Hoy that the Council endorses the actions of the Clerk in appointing Aubergine Ltd to develop a WCAG complaint website be endorsed and that the update report be received.</p>	<p>Agreed All in Favour</p>

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	<p>This company had been recommended by the Society for Local Council Clerks (SLCC) who had negotiated a discounted price for this piece of work.</p> <p>The Clerk reminded Councillors that this matter had been discussed with them during lockdown via email.</p> <p>The new website would also have significant additional functionality for customers, councillors and staff.</p> <p>A discussion took place about the proposed rebranding of the Council logo. Councillors stated that they preferred to stay with the current crest logo rather than the design option presented by the Company.</p>		
41/20	<p>Council Email Domains</p> <p>The Clerk advised that the Parish Council needs to transition to a Gov.uk domain name rather than a co.uk domain name.</p> <p>Costings had been received from the Council's approved contractor (IDT ltd).</p> <p>The Clerk advised that the cost of registering clowneparishcouncil.gov.uk would cost £235 plus vat for the initial registration which would need renewing every two years with a renewal cost of £105 plus VAT.</p>	<p>It was moved by Councillor Hoy and seconded by Councillor D. Dixon that the Council approves the purchase of the gov.uk domain name at a cost of £235 plus VAT and uses this as its principal email domain name going forward.</p>	<p>Agreed All in Favour</p>

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42/20	<p>Villa Park Redevelopment</p> <p>Councillor Gregory declared a non-pecuniary interest in this matter and took no part in this item.</p> <p>The Clerk referred to appendix 10 which gave a detailed update on the production of a masterplan for the redevelopment of Villa Park.</p> <p>A discussion took place.</p> <p>The Clerk advised that as some of the funding secured for the redevelopment of Villa Park was time critical otherwise there was a risk that the grant funding offered could be clawed back.</p> <p>The Clerk advised that the fencing and gating element of the scheme would probably need to happen before the masterplan was complete.</p> <p>Councillors were keen to meet with JDJ Design Partnership as soon as they were able to ensure that Members had input into the vision for the site.</p> <p>The Clerk advised he would speak with James Jackson and advise when this would be possible.</p>	<p>It was moved by Councillor Bosworth and seconded by Councillor Yewman that</p> <ol style="list-style-type: none"> 1) the report be received 2) the Clerk liaises with JPJ Design Partnership to arrange a suitable date and time to meet to discuss the Masterplan for the redevelopment of Villa Park. 	<p>Agreed All in Favour</p>
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43/20	<p>Supply and Installation of Inclusive Play Equipment and Associated Safety Surfacing at Villa Park Play Area</p> <p>The Clerk referred to previous discussions at Council about incorporating more inclusive play into the existing junior play area on Villa Park.</p> <p>The Clerk advised that the existing play area was restricted as to what could realistically be fitted into the existing fenced area as all play equipment has to have a safe operating area around it which differs depending on type of play activity offered.</p> <p>The Clerk referred Councillors to the 5 proposals that had been included with the agenda at appendix 11.</p> <p>A discussion took place and it was pointed out that the original suggestion was to have a wheelchair friendly swing incorporated.</p> <p>The Clerk advised that this wasn't possible in the existing available space without extending the play area.</p> <p>This would mean additional groundworks and extension of fencing which would significantly increase the cost.</p>	<p>It was moved by Councillor Hoy and seconded by Councillor Walker that the proposal to extend the existing play area on Villa Park be deferred and incorporated into the master planning process for the redevelopment of Villa Park.</p>	<p>Agreed All in Favour</p>
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44/20	<p>Gas & Electric Contract Renewal</p> <p>The Clerk advised that the current gas and electric contract with British Gas was due for renewal in December 2020.</p> <p>Due to the national lockdown and the associated negative economic impact on gas and electric prices over the medium term the Clerk had contacted several brokers and asked them to secure the best deal possible.</p> <p>Northern Gas and Power were able to secure the most competitive rates by brokering the deal on behalf of the Parish Council.</p> <p>The Clerk referred to Appendix 12 which had a cost illustration showing the annual saving of £1516 to the Council by securing best value market rates early in the renewal window.</p> <p>The contract had locked in these rates for 5 years which would ensure that the Parish Council would be protected from planned rises in gas and electric prices over this period.</p> <p>Councillor Walker said he was a little concerned over the length of the contract.</p> <p>The Clerk advised that the advice received from the independent broker was that a longer tie in was advised as fuel prices are forecast to raise over the medium term.</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Hoy that the actions of the Clerk in securing the best value market rates for the supply of Gas and Electric be endorsed.</p>	<p>Agreed All in Favour</p>
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45/20	<p>Health & Safety Services Contract</p> <p>The Clerk advised that as an addition to the HR Contract with Croner the Council was able to add Health & Safety Services at an additional cost of £1581.12 for the 12 months.</p> <p>The Clerk advised that the Council would receive a full health & safety support package and access to a comprehensive health & safety resources library, compliance visits and 24 hour helpline.</p>	<p>It was moved by Councillor D. Dixon and seconded by Councillor Hoy that the Council endorses the actions of the Clerk in securing additional Health and Safety Services Support from Croner Ltd for an initial 12 month term.</p>	<p>Agreed All in Favour</p>
46/20	<p>CCTV Town Centre Scheme - Phase 2</p> <p>The Clerk referred to the successful completion of phase 1 of the CCTV Scheme which had seen 23 high specification cameras installed at key points around the parish.</p> <p>The police had previously commented to members about how well the cameras were being put to good use in the detection of crime and anti-social behaviour locally.</p> <p>The Clerk referred to the costings received from the Council's appointed contractor at Appendix 14.</p> <p>A discussion took place.</p> <p>The Clerk was asked to also look at the feasibility of siting cameras on Station Road (next to the bridge over the new Greenway) and King Street/ Junior School Entrance.</p>	<p>It was moved by Councillor Walker and second by Councillor Hughes that the matter be deferred to the next available meeting of the Council and the Clerk be instructed to obtain a site plan/ map showing the proposed locations of the Phase 2 cameras.</p>	<p>Agreed For 7 Abstained 1 Against 0</p>

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	<p>The Chair felt that a site plan/ map showing the proposed locations would be helpful in assisting Members to determine coverage of the new cameras if approved. The Clerk advised that he would ask Mytec Ltd (who are the approved contractor on the CCTV Scheme) to provide this and bring to a future meeting.</p>		
47/20	<p>Clowne Market</p> <p>The Clerk referred to his report on a proposal put forward by Councillor Hoy, Councillor D. Dixon and Councillor M. Dixon regarding using Mill Street for the reintroduction of a weekly market.</p> <p>Councillor D. Dixon advised that he and Councillor M Dixon and Councillor Hoy has visited all shops along Mill Street and the majority were in favour of the market.</p> <p>The Clerk referred members to his report which identified the issues and considerations of this proposal.</p> <p>The Clerk advised that Shirebrook Town Council had offered use of its market stalls for the trial period.</p> <p>A discussion took place.</p> <p>There was concern raised about access to residents, businesses and emergency response vehicles if Mill Street was used.</p> <p>Concerns were raised about where the stallholders would park their vehicles, which needed to be nearby for access to stock.</p>	<p>It was moved by Councillor Yewman and seconded by Councillor Walker that</p> <ol style="list-style-type: none"> 1) The report be received 2) That the Council supports the principle of reintroducing a weekly outdoor market subject to finding a suitable and safe site 3) the Clerk be authorised to investigate other potential sites in Clowne that may be suitable for a weekly outdoor market and report back to Council once these investigations had concluded. 	<p>Agreed All in Favour</p>

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	<p>The Clerk also advised that road closure order would need to be granted to allow stalls to be put down Mill Street. Several other potential sites were put forward.</p> <p>The meeting was adjourned in accordance with standing orders.</p>		
The Meeting concluded at 9pm			

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