

Uttoxeter Rural Parish Council - Minutes

DRAFT minutes of a meeting held on Tuesday, 2nd March 2021, on Zoom (<https://zoom.us/>) on line platform*. **The meeting commenced at 7.30pm.**

The Zoom Meeting ID is **812 6660 4078** – Members and Residents without computer access can telephone 0131 460 1196 and enter Meeting ID

**The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. These regulations come into force on 4th April and allow Parish Councils to hold meetings via an on-line platform.*

<http://www.legislation.gov.uk/uksi/2020/392/part/2/made>

Present: Cllr Dunn, Cllr Dartnell, Cllr Jones, Cllr Ollerenshaw, Cllr Oulsnam, Cllr Pattinson-Evans, Cllr Moore, Cllr Slater, Cllr P Smith, Cllr Whittaker, Fay Phoenix (Allotment Rep) and the clerk.

21.03.001 APOLOGIES AND APPROVAL OF ABSENCES. None

21.03.002 TO RECEIVE DECLARATIONS OF INTERESTS AND TO CONSIDER REQUESTS FOR DISPENSATIONS. Failure to declare a disclosable pecuniary interest at a meeting is a criminal offence under section 34 of the Localism Act 2011 – None Received.

21.03.003 TO RESOLVE THAT THE MINUTES OF PARISH MEETING HELD ON 2nd February 2021 ARE A CORRECT RECORD

Correction Required: 20.02.004 – Bus Stop Cleaning - Art Cleaning RESOLUTION needs to be amended, as two quotes were needed before awarding a contract. Three Councillors emailed Clerk/Proper Officer to request resolution be revised. (Standing Orders No 7)
Cllr Pattinson-Evans, Cllr Slater, Cllr Moore – **RESOLVED TO MAKE CORRECTION TO MINUTES AND TO CONSIDER ITEM AGAIN, SEE 20.03.005 BELOW.**

21.03.004 PUBLIC PARTICIPATION*- The item, Public Participation, allows 15 minutes of each Parish Council Meeting, for members of the public to make representations or give evidence in connection with items included on the agenda. Each representation must be a maximum of 3 minutes. At the discretion of the Chairperson, the meeting may be adjourned to give members of the public present an opportunity to raise other matters of public interest. None

21.03.005 TO RECEIVE AN UPDATE ABOUT PROGRESS OF RESOLUTIONS FROM PREVIOUS MEETING

- Bus Stop Cleaning – Councillors to consider two quotes
Art Quality Cleaning Services - £80 per bus stop –x3 = Total £240
Sir Lance A lot Cleaning Services – Total £200 for all three.
Councillors considered both Quotes and RESOLVED to award Sir Lance A Lot Cleaning with the contract.
- Creighton Lane/Broomyclose Lane, Stramshall – consider Lengthsman quote for works on ditch.
£200 +VAT – RESOLVED to accept quote and proceed with works.

Uttoxeter Rural Parish Council - Minutes

- St Michaels Road, Stramshall, consider Lengthsman quote for works on ditch - £450 +VAT - RESOLVED to accept quote and proceed with works.
- Footpath 87 – hedge laying quotes
Clerk gained permission from landowner to carry out works.
Clerk gained two quotes for consideration:
Alan Ross - £3, 800 - Mr Barker - £1,210
Councillors RESOLVED to accept Mr Barker quote and to proceed with the works in September (Hedge Cutting Law prevents works to be carried out between March 1st and September 1st – Wildlife and Countryside Act).
Clerk to approach landowner for a contribution to the hedge works.
- Hollington Lane, Stramshall – flower bed request from resident
Councillors discussed the suggestion for a flower bed on the verge in Hollington Lane, Stramshall.
Councillors RESOLVED to invite the residents directly neighbouring the land to a site visit. Due to Covid, the Councillors felt the site visit could take place in July/August 2021.
Clerk advised that no budgeted funds for this project in 2021-2022 budget, but if site visit and any subsequent plan/permissions could be gained, the project could be considered for 2022.
- Stile Repairs
All 12 stile repairs have been carried out in Stramshall guided by Cllr Moore report. Full Report of repairs sent to Rights of Way Team 24.02.2021
- SIDs relocation, Allotment Gate, Stramshall – update
Clerk asked SCC if they could consider including the relocation within the S106 Stramshall Traffic Calming plan.
Councillors RESOLVED to continue with the project outside of the S106 project.
Clerk to complete form.
- Stramshall Playing Fields – Land Registry – update
All paperwork and £50 deposit cheque provided to Nigel Davis Solicitors, Clerk and Chair signed paperwork and Clerk, Cllr Pattinson Evans and Cllr Slater signed cheque– 16.02.2021
- Allotment Representative Report – Fay Phoenix
A quiet month on the allotment due to the weather and time of year hopefully spring is around the corner. No requests have been made or issues reported.
Thanks to the Strawberry Farm Garden Centre for the discount vouchers.
Currently we have three persons on the waiting list. Chair Thanked Fay Phoenix for all the work she is doing as Allotment Representative.

21.03.006 **Stile Replacement – Limecrofts Farm, Creighton-** consider replacement request.
Landowner requested that the stile be replaced to ensure Footpath is accessible to residents. Councillors RESOLVED to carry out the replacement.

Uttoxeter Rural Parish Council - Minutes

21.03.007 **Litter Bin post installation– Hollington Lane, Stramshall** – request from resident, to install a post in order that ESBC can provide a litter bin. Eon removed bin when new lamp post installed, ESBC not allowed to install bin on new lamp post.
Councillors RESOLVED to ask WH Durose to install the post. Clerk to contact ESBC once post installed so new bin can be attached.

21.03.008 **Parish Council meeting rooms – Risk Assessment for Face-to-Face Meetings**
Clerk forwarded the SPCA bulletin (05.02.2021) to Bramshall Church and Stramshall Village Hall, requesting a risk assessment with regards to meetings – 10.02.2021
Councillors acknowledged receipt from both venues, all risks covered and strategy in place to ensure Covid safe. Councillors will discuss Face to Face meetings further, once current legislation expires – 7th May 2021.

21.03.009 **The Ministry for Housing, Communities and Local Government (MHCLG)** has recently launched a consultation seeking views on proposals to create a new ‘Office for Place’ which would involve each local planning authority drawing up its own design code in consultation with local people that developers would have to adhere to. This would involve some changes to the National Planning Policy Framework (NPPF). There is currently an eight-week consultation on the proposals which will close in late March. The main consultation document can be downloaded here
<https://www.gov.uk/government/consultations/national-planning-policy-framework-and-national-model-design-code-consultation-proposals>
Cllr Jones reviewed all documents and advised Councillors that the NALC consultation questions would be answered and submitted by 12th March 2021 to NALC.
Councillors requested that concerns about Green Belt protection need to be highlighted, ensuring the Green Gap within ESBC Local Plan be acknowledged and that Bungalows are further included within future planning designs.
Chair thanked Cllr Jones for his considerable work on this project.

21.03.0010 **TO CONSIDER PLANNING APPLICATIONS AND RECEIVE PLANNING DECISIONS**
NEW

P/2021/00160 - No. 3 Holding Stone Road Bramshall ST14 8SH- Removal of 22m of hedgerow and 16m of hedgerow.

Councillors discussed the application at length. Comments to be submitted:

The Parish Council feels that the removal of the whole hedgerow is excessive, as this is an old and well-established hedgerow (over 30yrs)

<https://www.gov.uk/guidance/countryside-hedgerows-regulation-and-management> –

The hedge species need to be reviewed by the Planners and also assess if the hedgerow has been maintained correctly. The photos in the application show an uncut hedge.

Correct maintenance could resolve the issue of visibility without removal of the hedgerow. Currently the visibility upon exiting the site from the left is fine and if the hedge maintenance is carried out, then the entrance would ensure visibility from the right is sufficient. If permission is granted, then the hedge should not be removed until after the nesting season i.e., 1st September and should not be netted during this nesting season.

Uttoxeter Rural Parish Council - Minutes

P/2021/00227 - 19 Leigh Lane Bramshall ST14 5DN - Erection of first floor and single storey side extensions and render to all external walls – No comment to be added.

DECISIONS

P/2020/01427 - Creighton Cottage Creighton Lane Stramshall Staffordshire ST14 5AX - Erection of a single storey side and rear extension – PERMITS

P/2020/01310 - Greenacres Farm Cullamore Lane Willslock ST14 8NJ - Erection of a detached double garage with office above – PERMITS

P/2020/01388 - Bramshall Industrial Estate Bramshall ST14 8SH - Erection of extensions to existing manufacturing unit – PERMITS

P/2020/01421- The Oaklands Dagdale Lane Dagdale ST14 5BJ - Demolition of existing detached annex and erection of a single storey side and part single part two storey rear extension - PERMITS

P/2020/01423- P/2020/01423 - The Oaklands Dagdale Lane Dagdale ST14 5BJ- Listed Building application for the erection of a single storey side and part single storey part two storey rear extension and internal works to include removal of two windows and installation of double doors – GRANTED

P/2020/01469 - Lower Loxley Farm Stafford Road Lower Loxley ST14 8RU - Erection of a cattle shed (Phase 3) – PERMITS

P/2020/01470 - Lower Loxley Farm Stafford Road Lower Loxley ST14 8RU - Erection of a cattle shed (Phase 4) – PERMITS

P/2020/01514 - Lindon Lea 6 Broomyclose Lane Stramshall ST14 5AN - Demolition of existing garage to facilitate the erection of a two storey front, two storey side and single storey rear extension and replacement roof - PERMITS

21.03.0011 TO RECEIVE ORAL REPORT FROM BOROUGH/COUNTY COUNCILLOR - Cllr Whittaker

Cllr Whittaker made the suggestion that a map of Fire Hydrant in our parish would be helpful to the Fire Brigade. A spreadsheet of Stramshall Fire Hydrant has been produced. Clerk to liaise with Fire Brigade. Clerk to liaise with ESBC road sweeping team as Fire Hydrant on High Street, Stramshall is covered in mud.

B5013 diversion signage – HGV signage on Loxely Lane and Holly Lane keep disappearing along with the sandbags. SCC Highways are being updated.

Willslock Litter Picking will be arranged in March by Cllr Whittaker.

21.03.0012 FINANCE – TO CONSIDER & AUTHORISE PAYMENTS OF LIST BELOW:

Clerk reported that cheque number 191 and 192 were signed in between meetings.

Cllr Dunn – provided with all Accounts for an internal Audit trail 25.02.2021 report produced. Chair would like to thank you to Cllr Dunn for her service to the Parish Council.

Brightpay 2021/2022 will be available from 22nd March – Councillors RESOLVED to make purchase between meetings.

Cheque Number	Details	Amount
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Uttoxeter Rural Parish Council - Minutes

116/191	Nigel Davis Solicitors – deposit cheque for Land Registry Services	£50
117/192	SJL Landscapes – replacement cheque, as cheque 186 (Feb 2021) was not accepted by Bank	£601.72
118/SO	Council Administration – 1 st March 2021	£352
119/193	Union Jack Flag – Bramshall – Refund Clerk	£6.99
120/194	Litter Collection Equipment – Cllr Pattinson-Evans	£20
121/195	Dave Wilson – Hedge cutting invoice	£84 (in £14 VAT)
122/196	SPCA – Accounts Training Course – Clerk	£30
123/197	Michael Johnson – Tree Surgery – Cedar Tree, Stramshall	£100
124/198	WH Durose – Stile repairs – Invoice 14	£1272 (in £212 VAT)
125/199	WH Durose – Stile repairs – Invoice 15	£372 (in £62 VAT)
126/200	WH Durose – Stile repair – invoice 16	£12 (in £2 VAT)
127/201	WH Durose stile repair – invoice 17	£240 (in £40 VAT)
128/202	WH Durose – Stile repair invoice 18	£240 (in £40 VAT)
129/203	WH Durose – Stile repair – invoice 18	£240 (in £40 VAT)
130/204	WH Durose – stile repair – invoice 18	£96 (in £16 VAT)
131/205	SJL Landscapes – Tree Surgery Stramshall Playing Fields	£588(in £98 VAT)
132/206	SLCC – Annual Membership	£112
133/DD	Pennon Water – Allotment Water	£25
RECEIVED AFTER AGENDA ISSUED		
134/207	Zoom Invoice – March	£14.39
135/208	CH Smith – Hedge reduction- Creighton Lane boundary – Stramshall Playing Fields	£468 (in £78 VAT)
136/209	Mr DW Shaw – Moles in Playing Fields	£90

Uttoxeter Rural Parish Council - Minutes

137/210	Clerk Expenses – includes stamps for allotment receipts	£25.84
Received		
11.02.2021	Allotment Plot 6b - rent	£12
23.02.2021	Lawn Mower sale – Doveridge Landscapes	£165
27.02.2021	Allotment Plot 4a – Rent	£5.55
Balance	Lloyds 01.02.2021	£13,229.77
	Leeks BS – Earmarked Funds	£15,157.02

<u>Bank accounts</u>					
Lloyds Current account - 01.02.2021					13,229.77
Leek Building society					15,157.02
					28,386.79
Add: unrepresented income					182.55
Less: unrepresented cheques					5,254.18
					23,315.16

<u>Reconciliation at 02.03.2021</u>					
<u>Receipts and payments</u>					
a. Opening balance 1st April 2020					13,607.10
b. Total receipts					40,741.76
c. Total payments					31,033.70
d. Surplus/(Deficit) in the year (b-c)					9,708.06
e. Closing balance (a+d)					23,315.16

21.03.0013 CORRESPONDENCE

Robin Hood, Leigh Lane, Bramshall, Uttoxeter ST14 5BH Planning Application P/2018/01338 – Clerk reported Harris Fencing not secure to Agent on Planning Application. CT Planning advised they would inform the landowner. 05.02.2021

Rectory Road Nursing Home, Bramshall – clerk received a request for the hedges to be cut, as overgrowing into the road. Contacted owner to request a resolution 04.02.2021

Litter signage in Bramshall – resident reported that signs were needed within the village on Stocks Lane, Stone Road, Church Lane – ESBC Community Enforcement Technical Officers were contacted 12.02.2021 and clerk advised they would review the issue and ensure litter wardens visited village, Clerk was provided with a poster for noticeboards

Uttoxeter Rural Parish Council - Minutes

about Litter fines.

Cathy Smith – Coroner Office – Kingstone Parish Council forwarded the request for Loxley Junction measures to Uttoxeter Rural Parish Council – 05.02.2021

P/2020/00635 - Extension to Turkey Factory – clerk received an email from residents who were submitting supplementary information to this application to ESBC. Clerk replied that Uttoxeter Rural Parish Council had responded to this application with No Comment. 05.02.2021

Spath Bus Stop Sign, (Uttoxeter direction) – resident reported that the bus stop sign had been removed – Clerk contacted First Bus and asked them to replace sign – 10.02.2021 – First Bus confirmed sign would be replaced. Resident informed.

Her Majesty's Lord Lieutenant of Staffordshire, Mr Ian Dudson CBE KStJ requested help in identifying the County's unsung heroes of the past 12 months. forwarded to Councillors 10.02.2021

HS2 West Midlands to Crewe: environmental and traffic impacts, transport provisions and station improvement or creation: Consultation <https://www.hs2.org.uk/phase-2a-west-midlands-crewe/> - Please respond by email to: HS2Phase2aConsultaion@ipsos-mori.com or write to: FREEPOST HS2 Phase 2A Consultation. The deadline for responding to the consultation is 11:45pm on Friday 26th February 2021. <https://hs2instaffs.commonplace.is/> - all details put onto website 10.02.2021

Staffordshire County Council nominations for this year's Dignity In Care awards, opened on Monday 1st February 2021 (<https://www.staffordshire.gov.uk/Care-for-all-ages/Dignityincare/home.aspx>)

Resident offered his services to Bramshall Village – replied giving details of SallyAnne and John Lander.

Stay Local – ESBC campaign – for full details and the toolkit visit the website www.eaststaffsbc.gov.uk/coronavirus/stay-local

Litter Bin – Hollington Lane, Stramshall – request from resident, to install a post so that the bin that used to be on the lamppost can be installed on a post. ESBC that they would provide a bin and empty it, if a post was installed.

Limecrofts Farm, Creighton – resident requested a stile be repaired by the Parish Council. 16.02.2021

Vaccine Centres – Clerk received an email about chain of pharmacies and looking for sites for delivering the COVID vaccine - www.alliedpharmacies.com – forwarded to Village Hall Committee members for Bramshall and Stramshall. 23.02.2021

Litter Picking – Bramshall – advised by resident that 15 bags of rubbish were collected along Stone Road from the Village to Industrial Estate, contacted ESBC Litter Team to ask them if they would put the area on their Litter Patrol Area – 26.02.2021

Litter and Drug Issue – Stramshall/Spath – email from resident, 26.02.2021.

The comments of the email were noted and discussed and the Clerk to respond to the resident with the following:

The Parish Councillors discussed your correspondence at the meeting last night and asked me to reply to you with the following information.

Drugs - The Councillors would encourage residents to start reporting incidents to the Police, via the App or Website. The more incidents that are reported it will drive up the

Uttoxeter Rural Parish Council - Minutes

stats for the area and the Police will take notice of local hotspots.

Litter – The Councillors agree with your suggestion to form a group to carry out the litter picking in Stramshall and Spath and the Council would encourage any groups to be form to contact works, The Globe Foundation who can provide litter picking equipment - <https://www.globefoundation.org.uk/contact/>

The Councillors also discussed an existing group of Litter Picking Heroes in Stafford and asked me to provide the details of this group to you.

<https://doit.life/doitstaffordshire/organisation/274449/stafford-litter-heroes>.

The Parish Council has no powers with regards to either Drugs or Litter Picking, so are not able to help you any further than to advise the above.

Uttoxeter Canal Planning Application – Staffordshire Moorlands - SMD/2020/0684 - Froghall – email received requesting support to ensure canal site is not lost.

Councillors discussed the contents of the email and requested the Clerk respond as follows: The Parish Council are sympathetic to the concerns raised and grateful that the situation has been brought to the attention of the Council. The Council suggests working with the developers to get the Canal rerouted.

21.03.0014 CLERK UPDATE

Conifer Tree, Stramshall – successfully reduced top of tree by Tree Surgeon on 2nd February 2021. No issues reported.

Creighton Lane/Broomyclose Lane – map and WH Durose quote details forwarded to Councillors 05.02.2021

Bramshall Union Jack Flag – ordered and delivered to Bramshall

Allotment Holder questions - Clerk updated Allotment holder on the answers to the contract questions they submitted. 03.02.2021

Cathy Smith – Coroner Office – letter sent requesting Loxley Junction improvements via a Regulation 28 Report – 03.02.2021

Creighton Lane Flooding – Clerk wrote to landowner requesting help to resolve the flooding – 10.02.2021

Allotment Waiting List form – Clerk researched a format for a new form to be completed by prospective tenants. RESOLVED to adopt form, but adding preferred plot size box. Form to be supplied to Allotment Rep and put onto website.

Uttoxeter Quarry Lighting – Clerk received the following reply: The quarry manager has advised me that he's altered the timings on the lights so that they are not on for as long as they were. Hopefully, this should alleviate the situation. 16.02.2021

SID sign – Allotment Gate, High Street, Stramshall – Clerk wrote to SCC Highways to ask if moving the pole could be within the S106 Speed Reduction scheme to save parish council funds. 17.02.2021.

Strawberry Garden Centre – Allotment Discount Cards – issued to Allotment holders along with rent payment receipts. 17.02.2021

SJL Landscapes – a replacement cheque signed and issued – words and figures on cheque did not match 17.02.2021

Plot 4a – clerk requested return of signed contract and rent payment. Both received 27.02.2021.

Asset Register – Clerk continued to take photos of assets.

Uttoxeter Rural Parish Council - Minutes

Woodland Trust planting – playing fields – clerk provided photos to Cllr Oulsnam and Cllr Ollerenshaw re the position of the planting by the main gate and along Broomyclose Lane Boundary – Clerk was updated this new position was chosen to ensure when trees grown, they will not overhang the road.

Highways Log – reported Bennetts Lane, Bramshall – gullies blocked by mud – 23.02.2021

ESBC Litter Picking Rubbish Bags and Collection – Bramshall – Clerk contacted ESBC to ask for rubbish bags to be provided and a collection for the litter picking bags to be from Stocks Lane/Willoughby Court by the litter bin – 24.02.2021 advised that CCE community.civil_enforcement@eaststaffsbc.gov.uk would be in touch to arrange - 24.02.2021

Mole Catcher – Mr Shaw – was requested to visit Stramshall Playing Fields to remove the moles 24.02.2021

Bramshall Wildflower Border Quote – clerk requested the quote to create and maintain a border from SJL Landscapes – 24.02.2021 - Provided quote - £25 square metre. Cllr Pattinson-Evans will bring site and size to April meeting.

Loxley Lane/A518 Diversion signs – Clerk advised of the following and contacted Highways – 26.02.2021

Some HGV's turning off the A518 and travelling down Loxley Lane, adhering to the signage provided. The last two signs on the A518 before the Loxley Lane junction are incorrect and need amending to inform HGV drivers to continue along the A518, and not to turn down Loxley Lane. SCC Replied - I have passed this to the team who are managing the works and have asked their traffic management contractor to deal with the concerns raised.

Stramshall Playing Fields Hedge – the width of the hedge was reduced by CH Smith and Clerk carried out a site visit, photos sent to Councillors.

Stramshall Playing Fields – main gate entrance at the pedestrians' entrance– WH Durose has removed the concrete trip hazard and filled in the hole with stone– 02.03.2021 (Annual Play Inspection Report)

Agenda and Minute printing – need clarification on what Clerk needs to print. Councillors confirmed the following:

Bramshall – Cllr Pattinson-Evans to print Agendas. Clerk to print two copies of minutes/posters.

Stramshall – Cllr Oulsnam to print Agendas and Posters. Clerk to print two copies of minutes.

Willslock – Cllr Slater to print all Agenda, Minutes & Posters.

21.03.0015 COUNCIL ADMINISTRATION – DISCUSS REQUIREMENTS FOR 2021/2022

Clerk provided Councillors with spreadsheet of hours worked in 2020/2021.

Councillors discussed the requirements for 2021/2022 and RESOLVED to increase hours by 4 per month.

Councillors RESOLVED to increase hourly pay to SCP12 as per NALC recommendations issued August 2020.

Clerk to create letter for Lloyds Bank to change Standing Order from 1st April 2021.

Clerk highlighted need for Staffing Committee, as per September 2020 advise to Council

Uttoxeter Rural Parish Council - Minutes

from SPCA.

The Councillors RESOLVED TO EXTEND MEETING FOR HALF AN HOUR TO COMPLETE COUNCIL BUSINESS – (STANDING ORDERS)

21.03.0016 COUNCILLORS REPORTS (information only)

Bramshall Metal Noticeboard – The noticeboard located on Sargeant butchers wall needs to be larger. Sargeant agreed to larger board. Clerk to obtain two quotes for consideration in April Meeting.

Bramshall Telephone Box – repainting will be carried out in Spring by Cllr Pattinson-Evans.

Bramshall Stile Repairs – Cllr Moore will work with resident to confirm the stiles in need of repair and report back to April Meeting.

Stramshall Playing Fields – Boundary Fencing – DSK Engineers found damage to corner fence and Clerk found damage by side gate. As a Health and Safety Issue, WH Durose to carry out work immediately.

Stramshall Playing Fields – overhanging trees – Clerk to obtain a report from Michael Johnson, Tree Surgeon on the health of the trees.

Councillors contact details for Noticeboards – Clerk to create a laminated table with names and telephone numbers. STRAMSHALL – 3, BRAMSHALL – 2, WILSOCK - 1

Stramshall Playing Fields – Goal Posts – Council informed that Lowe Engineering cannot provide goal posts, but offered a grant of £300 towards Council purchase.

Clerk to provide two quotes to Council for consideration in April Meeting and reply to Lowe Engineering to accept grant offer.

Police for Parish – PC Lymer has relocated. Replacement is PC5342 Lee Parden.

Quarry Lights – Although the timer has been changed, the angle of the lights needs to be changed. Clerk to contact Quarry with the request.

Stramshall Flower Boxes – Bulb Planting has been discussed on ACE Facebook – Council to post on ACE Facebook page to liaise with residents who maintain flower boxes.

Litter CCTV camera equipment – Cllr Whittaker to find out if ESBC will be using this technology.

Litter – Bramshall – litter pick by residents along Pigeonhay Lane, Clerk to write to JCB to find out if they do a community litter picking scheme for this area.

DATE AND TIME OF THE NEXT MEETING:

The date of the next meeting was set for Tuesday, 6th April 2021 at 7.30pm on Zoom – the Meeting ID will be issued on Agenda. The meeting was formally closed at 21.58.

.....CHAIRMAN

Initial of Chairman.....10