



# New Alresford Town Council

Alresford Recreation Centre, The Avenue, Alresford, Hants, SO24 9EP  
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**Minutes of the Annual Meeting of the New Alresford Town Council held at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, on Tuesday 15 May 2018 commencing at 7.30pm**

**Present:** Cllrs Byrne, Deeming, Evans, Gordon-Smith, Pinch, Spencer, Sprott and Witchard.  
**Also present:** two members of the public and Mrs Sue Hobbs Locum Clerk.

In the absence of the outgoing Chair Cllr Power, a proposal was received, seconded and voted in favour that Cllr Evans be elected to open the meeting.

**RESOLVED: That Cllr Evans be elected to open the meeting.**

*(Power used: Local Government Act 1972 Sch 12 paras 11 & 27)*

**18/001 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs B Jeffs and E Jeffs for personal reasons and Cllr Power who was attending a meeting at Winchester City Council. A proposal was received, seconded and voted in favour of accepting the apologies received.

**RESOLVED: That the apologies for absence received be accepted.**

*(Power used: Local Government Act 1972 s85)*

**18/002 TO ELECT CHAIR OF NEW ALRESFORD TOWN COUNCIL FOR 2018 – 2019 MUNICIPAL YEAR**

A proposal was received to nominate Cllr Deeming as Chair of the Council, which he agreed to accept. The proposal was seconded and subsequently voted in favour. Cllr Deeming subsequently took the Chair from Cllr Evans.

**RESOLVED: That Cllr Deeming be elected as Chair of New Alresford Town Council for the 2018 – 2019 municipal year.**

*(Power used: Local Government Act 1972 ss15(1) & 34(1))*

**18/003 TO RECEIVE CHAIR'S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Deeming signed his Declaration of Acceptance of Office, in the presence of the Locum Clerk.

**RESOLVED: That the Chair's Declaration of Acceptance of Office is received.**

*(Power used: Local Government Act 1972 s83(4) & Local Elections (Declaration of Acceptance of Office Order SI2012/1465)*

**18/004 TO RECEIVE CLLR BYRNE’S DECLARATION OF ACCEPTANCE OF OFFICE**

Cllr Byrne duly signed his Declaration of Acceptance of Office, which was witnessed and signed by the Locum Clerk and he joined the Council table.

**RESOLVED: That Cllr Byrne’s Declaration of Acceptance of Office is received.**

*(Power used: Local Government Act 1972 s83(4))*

**18/005 TO RECEIVE DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS ON ITEMS ON THE AGENDA**

No Declarations of Disclosable Pecuniary Interests were received.

*(Power used: Localism Act 2011 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulation 2012)*

**18/006 TO APPROVE DISPENSATIONS FOR DISCLOSABLE PECUNIARY INTERESTS UNDER SECTION 33 OF THE LOCALISM ACT 2011**

The Locum Clerk advised this item was not required for this meeting.

**18/007 TO ELECT VICE-CHAIR OF NEW ALRESFORD TOWN COUNCIL FOR 2018 – 2019 MUNICIPAL YEAR**

A proposal was received and seconded to nominate Cllr Evans as Vice-Chair, however Cllr Evans declined to accept the nomination. A subsequent nomination was received and seconded for Cllr Sprott to be elected as Vice-Chair, but Cllr Sprott also declined to accept the nomination. A further nomination was received and seconded for Cllr Spencer to be elected as Vice-Chair, who also declined to accept the nomination. A proposal was received, seconded and voted in favour of referring this item to the following meeting.

**RESOLVED: That the election of a Vice-Chair is referred to the next Council meeting.**

**18/008 TO RECEIVE RESOLUTION TO SUSPEND STANDING ORDERS FOR FIFTEEN MINUTES TO ALLOW MEMBERS OF THE PUBLIC PRESENT TO RAISE QUESTIONS ON ISSUES NOT INCLUDED IN THE AGENDA. EACH PERSON WISHING TO SPEAK WILL BE ALLOWED A MAXIMUM OF THREE MINUTES.**

A proposal was received, seconded and voted in favour of suspending Standing Orders to allow the members of the public present to speak.

**RESOLVED: That Standing Orders be suspended to allow the members of the public present to speak.**

**PUBLIC QUESTION TIME**

A member of the public wished to notify Members of the passing of John Curtis, a past Member of New Alresford Town Council and the Chair asked for a minute’s silence to be observed.

The member of the public commented that a letter had been sent from the New Alresford Town Trust (NATT), regarding the 150<sup>th</sup> anniversary of the Bishop of Winchester gifting The Avenue to the predecessors of the NATT, which will be held on 23 September 2019. It was also noted that the community minibus has been running for 50 years.

A query was also raised regarding the Council's 2017 – 2018 financial year end position.

#### **BOROUGH COUNCILLOR'S REPORT (IF AVAILABLE)**

A written report had been received from Cllr Griffiths WCC, which had been circulated to all Members prior to the meeting. The report touched on current issues including the outline planning application for Sun Lane, which will be referred to the WCC Planning Committee meeting to be held on 21 June 2018.

Cllr Griffiths' report included the local elections results, the Winchester Sport & Leisure Park, Criterium and Cyclefest 2018, life-changing adaptations for homes and the success of the recent Watercress Line's Gin Train event. Consultations on the Winchester District Disability Sports closes on 1 June 2018 and the Parks and Green Spaces survey closes on 30 November 2018. Members of the public were also invited to vote on which innovative business venture WCC should fund.

Cllr Griffiths' full report would be added to New Alresford Town Council's website as soon as practicable.

#### **COUNTY COUNCILLOR'S REPORT (IF AVAILABLE)**

Cllr Porter HCC had also provided a report prior to the meeting, which was received by all Councillors. Cllr Porter noted that the third Dawn to Dusk event at the Watercress Way, had been successful.

Cllr Porter reported that changes would be made to HCC's policy for primary school children's transport and that a 40mph speed limit would be implemented at the Cart & Horses junction, plus some improvements had been made to the Lepe country park.

A copy of Cllr Porter's full report would also be displayed on New Alresford Town Council's website, in the near future.

#### **POLICE/PCSO REPORT (IF AVAILABLE)**

A report had not been received from PC Wood or PCSO Griffiths, due to their shift patterns not permitting their attendance at the meeting.

#### **18/009 TO RECEIVE RESOLUTION TO RESUME STANDING ORDERS**

A proposal was received, seconded and voted in favour of resuming Standing Orders to allow the meeting to continue.

**RESOLVED: That Standing Orders be resumed to allow the meeting to continue.**

**18/010 TO RECEIVE AND APPROVE MINUTES OF THE PREVIOUS MEETING HELD ON 17 APRIL 2018 (COPIES TO ALL COUNCILLORS 23 APRIL 2018)**

The Chair itemised the minutes for accuracy. A comment was received that minutes 3757 and 3764 did not correspond with each other and that minute 3764 should delete reference to 'CIL receipts' and be replaced with 'reserves'. A proposal was received, seconded and voted in favour of accepting the minutes of the meeting held on 17 April 2018, together with the amendment, as a true record of the meeting.

**RESOLVED: That the minutes of the meeting held on 17 April 2018, together with the amendment, be accepted.**

*(Power used: Local Government Act 1972 Schedule 12 Para 41(1))*

**18/011 TO RECEIVE CLERK'S REPORT OF UPDATED INFORMATION REGARDING ONGOING ISSUES (FOR INFORMATION ONLY)**

The Clerk's Report had been circulated to all Members prior to the meeting and was noted.

**18/012 TO RECEIVE MINUTES OF THE NEW ALRESFORD ANNUAL PARISH ASSEMBLY HELD ON 8 MAY 2018 (FOR INFORMATION ONLY)**

A proposal was received, seconded and voted in favour of noting the minutes of the Annual Town Assembly held on 8 May 2018.

**RESOLVED: That the minutes of the Annual Parish Assembly held on 8 May 2018 be noted.**

**18/013 TO RECEIVE AND APPROVE PAYMENT OF ACCOUNTS**

The list of accounts for payment approval had been forwarded to Members prior to the meeting and a proposal was received, seconded and voted in favour of approving the payment of the accounts as presented.

**RESOLVED: That payment of the accounts as presented between 18 April 2018 and 15 May 2018 be approved.**

*(Power used: Local Government Act 1972 Schedule 12 Section 151)*

**18/014 PLANNING APPLICATIONS**

- (i) **18/00879/HOU – 3 Carpenters, Alresford, SO24 9HE. Single storey rear and side extensions, external flue to west elevation and alterations to fenestration.** A proposal was received, seconded and voted in favour of raising no objection. **No objection.**
- (ii) **18/00886/FUL – Winchester House, New Farm Road, Alresford, SO24 9QH. Conversion of office building to four apartment units.** A proposal was received, seconded and voted in favour of raising no objection. **No objection.**
- (iii) **18/00985/FUL – Warwick Bros (alresford) Limited, The Dean, Alresford, SO24 9BN. (Material minor amendment to planning permission reference 17/01660/FUL) Redevelopment of site involving the erection of a three storey building housing an extra care scheme accommodation with associated communal lounges, restaurant, wellness room, guest suite, house manager and care support accommodation, car parking, communal rechargeable scooter store, access and communal landscaped gardens and structures.** The proposal is

essentially identical to 15/02944/FUL. The main difference is some additional excavation within the footprint of the approved buildings. A proposal was received, seconded and voted in favour of raising no objection. **No objection.**

**18/015 TO APPROVE DATES OF COUNCIL MEETINGS FOR THE 2018 – 2019 MUNICIPAL YEAR (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

The Chair highlighted that meetings could be re-scheduled or cancelled if required. A proposal was received, seconded and voted in favour of accepting the proposed calendar of meetings.

**RESOLVED: That the dates of Council meetings for the 2018 – 2019 municipal year be approved.**

*(Power used: Local Government Act 1972 Schedule 12 paras 10(1) & 26(1))*

**18/016 TO APPROVE MEMBERSHIP SUBSCRIPTIONS 2018 – 2019**

HALC	HR Consultancy	£180.00
HALC	Affiliation fee	£642.00
NALC	Affiliation fee	£297.00
HPFA	Annual subscription	£ 40.00

A proposal was received, seconded and voted in favour of accepting the membership subscriptions as presented.

**RESOLVED: That the membership subscriptions as presented be accepted.**

**18/017 TO APPOINT MEMBERSHIP OF THE FINANCE COMMITTEE (5 MEMBERS)**

A proposal was received, seconded and voted in favor of appointing Cllrs Evans, Gordon-Smith, Power and Spencer to serve on the Finance Committee and that the remaining vacancy be referred to the next Council meeting.

**RESOLVED: That Cllrs Evans, Gordon-Smith, Power and Spencer be appointed to serve on the Finance Committee and the remaining vacancy be referred to the next Council meeting.**

**18/018 TO APPOINT MEMBERSHIP OF THE PLANNING COMMITTEE (5 MEMBERS)**

A proposal was received, seconded and voted in favor of appointing Cllrs Byrne, Gordon-Smith, Pinch, Sprott and Witchard to serve on the Planning Committee and that the issue of appointing reserve Members be referred to the next Council meeting.

**RESOLVED: That Cllrs Byrne, Gordon-Smith, Pinch, Sprott and Witchard be appointed to serve on the Planning Committee and the issue of appointing reserve Members be referred to the next Council meeting.**

**18/019 TO APPOINT MEMBERSHIP OF THE RECREATIONAL & ENVIRONMENT COMMITTEE (6 MEMBERS)**

A proposal was received, seconded and voted in favor of appointing Cllrs Byrne, Deeming, Gordon-Smith, Sprott and Witchard to serve on the Recreational & Environment Committee and that the issue of appointing another Member be referred to the next Council meeting.

**RESOLVED: That Cllrs Byrne, Deeming, Gordon-Smith, Sprott and Witchard be appointed to serve on the Recreational & Environment Committee and the issue of appointing another Member be referred to the next Council meeting.**

**18/020 TO APPOINT MEMBERSHIP OF THE TOURISM & ECONOMY COMMITTEE (7 MEMBERS)**

A proposal was received, seconded and voted in favor of appointing Cllrs Deeming, Evans, Gordon-Smith, Pinch, Power, Spencer and Sprott to serve on the Tourism & Economy Committee.

**RESOLVED: That Cllrs Deeming, Evans, Gordon-Smith, Pinch, Power, Spencer and Sprott be appointed to serve on the Tourism & Economy Committee.**

**18/021 TO APPOINT MEMBERSHIP OF THE STAFFING COMMITTEE (5 MEMBERS)**

A proposal was received, seconded and voted in favour of appointing Cllrs Deeming, Evans, Pinch, Power and Spencer to serve on the Staffing Committee.

**RESOLVED: That Cllrs Deeming, Evans, Pinch, Power and Spencer be appointed to serve on the Staffing Committee.**

**18/022 TO APPOINT MEMBERSHIP OF THE STAFFING APPEALS PANEL (3 MEMBERS)**

A proposal was received, seconded and voted in favour of appointing Cllrs Byrne, Sprott and Witchard to serve on the Staffing Appeals Panel.

**RESOLVED: That Cllrs Byrne, Sprott and Witchard be appointed to serve on the Staffing Appeals Panel.**

**18/023 TO APPOINT FACILITIES & ACCOMMODATION WORKING PARTY (4 MEMBERS)**

A proposal was received, seconded and voted in favour of deferring this item to the next Council meeting.

**RESOLVED: That the appointment of the Facilities & Accommodation Working Party be deferred to the next meeting.**

**18/024 TO CONSIDER CREATION OF SUN HILL DEVELOPMENT STEERING GROUP**

After some discussion regarding the membership of the suggested group and its relationship to the Planning Committee, a proposal was received, seconded and voted four votes to three (with one abstention) in favour of creating a Sun Hill Development Steering Group.

**RESOLVED: That a Sun Hill Development Steering Group be created.**

**18/025 TO RECEIVE AND APPROVE MINUTES OF THE RECREATIONAL & ENVIRONMENT COMMITTEE MEETING HELD ON 24 APRIL 2018 (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

The Chair itemised the minutes for accuracy. A comment was received that item 180417 should be referred back to the Committee for further discussion. A proposal was received, seconded and voted in favour of accepting the minutes, with the exception of minute 1804187, as a true record of the meeting and that minute 180417 should be referred to the next Committee meeting for discussion.

**RESOLVED: That the minutes of the Recreational & Environment Committee meeting held on 24 April 2018, with the exception of minute 180417, be accepted and that item 180417 be referred to the next Recreational & Environment Committee meeting for discussion.**

**18/026 TO RECEIVE AND APPROVE MINUTES OF THE RECREATIONAL & ENVIRONMENT COMMITTEE MEETING HELD ON 1 MAY 2018 (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

A proposal was received, seconded and voted in favour of accepting the minutes of the Recreational & Environment Committee meeting held on 1 May 2018.

**RESOLVED: That the minutes of the Recreational & Environment Committee meeting held on 1 May 2018 be accepted.**

**18/027 TO RECEIVE AND APPROVE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 1 MAY 2018 (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

A proposal was received, seconded and voted in favour of accepting the minutes of the Planning Committee meeting held on 1 May 2018.

**RESOLVED: That the minutes of the Planning Committee meeting held on 1 May 2018 be accepted.**

**18/028 TO REVIEW STANDING ORDERS (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

Cllr Spratt had provided a review of Standing Orders immediately prior to the meeting and a proposal was received, seconded and voted in favour of the review being circulated to all Members and that this item be referred to the next Council meeting for consideration.

**RESOLVED: That a copy of Cllr Spratt's review be circulated to all Members and this item be referred to the next Council meeting for consideration.**

**18/029 TO REVIEW FINANCIAL REGULATIONS (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

The Locum Clerk had circulated her observations on the current Financial Regulations before the meeting, highlighting the following potential amendments:

1.8 The Town Clerk has been appointed as Responsible Financial Officer (RFO) for this council and these regulations will apply accordingly. At the Staffing Committee meeting proposed to be held on Tuesday 22 May 2018, this issue should be considered.

2.3 The Finance Clerk shall complete the annual statement of accounts, annual report and any related documents of the council contained in the Annual Return (as specified in proper practices) as soon as practicable after the end of the financial year and having certified the accounts shall submit them and report thereon to the council within the timescales set by the Account and Audit Regulations. This is a task which should be allocated to the RFO and should be discussed on 22 May 2018.

2.9 The Finance Clerk shall make arrangements for the exercise of electors' rights in relation to the accounts including the opportunity to inspect the accounts, books and vouchers and display or publish any notices and statements of account required by the Audit Commission Act 1998 or any superseding legislation and the Accounts and Audit Regulations. Again, this is a task which should be the responsibility of the RFO and should be raised at the meeting on 22 May 2018.

4.1 Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by: the Town Clerk, in conjunction with the Chairman of Council or Chairman of the appropriate committee, for any items below £500.00. Council could consider that this figure is raised to £1000.00, to correspond with Financial Regulation 4.5, which is set at £1000.00.

4.1 For reasons of operational necessity, the bar manager is authorised, in accordance with the job description, to order stock to requisite levels of sales. The bar facility is no longer operating, so Members should consider deleting this item.

A proposal was received, seconded and voted in favour of accepting the amendments to Financial Regulations 1.8, 2.3, 2.9 and 4.1 received.

**RESOLVED: That amendments to Financial Regulations 1.8, 2.3, 2.9 and 4.1 received, be approved.**

*(Power used: Local Government Act 1972 Sch 12 para42)*

**18/030 TO APPROVE AND SIGN THE FINALISED MEMORANDUM OF UNDERSTANDING BETWEEN NEW ALRESFORD TOWN COUNCIL AND ALRESFORD MUSIC FESTIVAL LIMITED FOR THE ALRESFORD MUSIC FESTIVAL 2018 (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

It was noted that the necessary permissions had been obtained from the rugby and football clubs and that the posts would be removed in readiness for the Alresford Music Festival to be held on 8 – 10 June 2018. The posts would be re-positioned after the Festival had taken place and would not impact on the soakaway or boreholes and the gate would also be re-located.

A proposal was received, seconded and seven voted received in favour (with one abstention) of accepting the Memorandum of Understanding between New Alresford Town Council and Alresford Music Festival Limited.

**RESOLVED: That the Memorandum of Understanding between New Alresford Town Council and Alresford Music Festival be accepted.**



**18/031 TO RECEIVE INFORMATION RE: THE GENERAL DATA PROTECTION REGULATIONS 2018 FROM THE SOCIETY OF LOCAL COUNCIL CLERKS (SLCC) AND HAMPSHIRE ASSOCIATION OF LOCAL COUNCILS (HALC) (COPIES TO ALL COUNCILLORS 8 MAY 2018)**

The Locum Clerk highlighted to Members that the Government had received an amendment to the proposed Regulations, that there would not be a requirement to appoint a Data Protection Officer for parish and town councils. The Locum Clerk had sought a quotation from the Society of Local Council Clerks (SLCC), for a specially qualified consultant to undertake an information audit, the costs of which were awaited.

**18/032 TO RECEIVE INFORMATION RE: LENGTHSMAN**

The Locum Clerk reported that the cluster lead parish was in the process of appointing a new Lengthsman and that the next visit to New Alresford was due to take place on 7 June 2018.

**18/033 REPORTS AND ISSUES (FOR INFORMATION ONLY)**

- (i) **To receive letter of thanks from New Alresford Town Trust for recent grant funding (copies to all Councillors 24 April 2018).** The letter was noted.
- (ii) **To receive notice of performance of Benjamin Britten's 'War Requiem' at Winchester Cathedral on 9 June 2018 at 7.30pm (copies to all Councillors 24 April 2018).** Noted.
- (iii) **To receive minutes of WDALC meeting held on 16 April 2018 (copy to all Councillors 1 May 2018).** Noted.
- (iv) **To receive WCC Forward Plan for June 2018 (copies to all Councillors 1 May 2018).** The Plan was noted.
- (v) **To receive consultation from the Department of Housing, Communities and Local Government re: Unauthorised Developments and Encampments (response required by 25 May 2018).** Noted.
- (vi) **To receive letter of thanks from The Giles Group of Alresford for recent donation (cop to all Councillors 4 May 2018).** The letter was noted.
- (vii) **To receive notice of 'Wiggle Mega Meon Sportive' cycle event to be held on 15 July 2018 (copies to all Councillors 4 May 2018).** The event was noted.
- (viii) **To receive invitation from the Mayor-Elect of Winchester City, to attend the Mayor's Sunday Morning Service at Winchester Cathedral, to be held on 20 May 2018, commencing at 9.30am.** The Chair advised he was unable to attend and asked for another Councillor to attend in his stead. The Chair asked the Locum Clerk to acknowledge receipt of the invitation.
- (ix) **To receive letter of thanks from Alresford Senior Citizens' Lunch Club for recent grant funding.** The letter was noted.
- (x) **To receive notice of HALC Neighbourhood Planning training event, to be held at Eastleigh House, Upper Market Street, Eastleigh, SO50 9YN, commencing at 10.00am (copies to all Councillors 8 May 2018).** Noted.

**18/034 DATE OF NEXT MEETING**

The next meeting was scheduled to take place on Tuesday 19 June 2018 at Alresford Recreation Centre, The Avenue, Alresford, SO24 9EP, commencing at 7.30pm.

**18/035 TO RECEIVE RESOLUTION TO EXCLUDE MEMBERS OF THE PUBLIC AND PRESS FROM CONFIDENTIAL MATTERS TO BE DISCUSSED 'THAT IN VIEW OF THE CONFIDENTIAL/SPECIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS IN THE PUBLIC INTEREST THAT THE PUBLIC AND PRESS BE TEMPORARILY EXCLUDED AND THEY ARE INSTRUCTED TO WITHDRAW'**

A proposal was received, seconded and voted in favour of excluding the public and press from the meeting.

**RESOLVED: That the public and press be excluded from the meeting.**

*(Power used: Public Bodies (Admission to Meetings) Act 1960 s2)*

**18/036 TO RECEIVE LETTER OF RESIGNATION FROM FINANCE CLERK**

The letter of resignation had been received from the Finance Clerk and a proposal was received, seconded and voted in favour of accepting the letter and inviting the Finance Clerk to attend an exit interview with the Chair of Council and the Locum Clerk.

**RESOLVED: That the letter of resignation from the Finance Clerk be accepted and the Finance Clerk be invited to attend an exit interview with the Chair of Council and the Locum Clerk.**

At 9.45pm, a proposal was received, seconded and voted in favour of suspending Standing Orders to enable the remainder of the Confidential Matters on the agenda to be received.

**RESOLVED: That Standing Orders be suspended to enable the remainder of the Confidential Matters on the agenda to be received.**

**18/037 TO CONSIDER INTERIM ARRANGEMENTS FOR FINANCIAL COVER FOLLOWING FINANCE CLERK'S RESIGNATION**

Two quotations were received and circulated to Members prior to the meeting. Contractor 'A' had quoted £395.00 per day per month plus mileage of £56.70 excluding VAT. Contractor 'B' had quoted an hourly rate of £25.00 for offsite working hours and £35.00 per hour for hours worked at the Town Council offices. A proposal was received, seconded and voted in favour of engaging Contractor 'B' (Indigo Castle Accounts) at the costs received, until a new member of staff is recruited to undertake the Council's financial responsibilities.

**RESOLVED: That Indigo Castle Accounts be engaged at an hourly rate of £25.00 for offsite working hours and £35.00 per hour for hours worked at the Town Council offices, until a new member of staff is recruited to undertake the Council's financial responsibilities.**

**18/038 TO RECEIVE DRAFT PROPOSAL FOR USE OF THE ARLEBURY RECREATION CENTRE AS A BAR/CAFÉ FACILITY**

Three illustrations of the potential costs had been circulated to Members prior to the meeting, together with the draft proposal received. After much discussion, a proposal was received, seconded and voted in favour of Cllrs Evans, Spencer and the Locum Clerk providing a report that refines the potential costs, for referral to the next Council meeting and that tenders be invited when this information is received.

**RESOLVED: That Cllrs Evans, Spencer and the Locum Clerk provide a report that refines the potential costs, for referral to the next Council meeting and that tenders be invited when this information is received.**

The meeting closed at 10.40pm.

Chair's Signature

Date

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