

# COLD NORTON PARISH COUNCIL

## MINUTES OF THE MONTHLY MEETING OF THE PARISH COUNCIL HELD ON WEDNESDAY 5<sup>TH</sup> SEPTEMBER 2018 AT 7.30PM IN THE LES BARCLAY ROOM AT THE VILLAGE HALL

### THOSE PRESENT:

#### Councillors:

Mr B Haydon (Vice Chairman)  
Mrs S Garnham  
Mrs V Jennings  
Mr A Romang  
Mr S Rivers  
Mr P Wakeling (Chairman)

**In attendance:** Mrs M. Dyer (Parish Clerk)  
Plus two Members of the Public

- 298. APOLOGIES FOR ABSENCE:** apologies were received and accepted from Cllr Archer, County Cllr Mrs Channer and District Cllr Ms White.
- 299. DECLARATION OF INTERESTS**  
Members were required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.  
Members have dispensation to discuss and vote in respect of matters relating to the Precept.  
  
Mrs Garnham and Mr Romang both declared an interest in the item relating to Allotments as they are both allotment holders.
- 300. MINUTES OF THE ORDINARY MEETING of the Parish Council** held on Wednesday 4<sup>th</sup> July 2018 were approved as correct and signed accordingly.
- 301. PUBLIC QUESTION TIME:** the Members of the Public present advised that they had attended the meeting in relation to the planning application for a new house at Blue House Farm. The Chairman advised that planning applications would be brought forward for consideration after the section of the meeting relating to 'finance' had been completed and that 'Public Question Time' would precede the Members discussing the planning applications.
- 302. DISTRICT COUNCILLOR'S REPORT:** not available
- 303. COUNTY COUNCILLOR REPORT:** County Cllr Mrs Channer had sent her apologies for this meeting and had advised that over the summer holiday period things had been relatively quiet at ECC, but that now heading towards autumn it would get busier with budget preparation work etc. Noted.

### FINANCE

#### Approval of Payments

- 304.** Sue Lees Consultancy to maintenance fee for August 2018 Invoice No.3544 dated 8<sup>th</sup> July 2018 £30.00. Cheque No.022010
- 305.** Sue Lees Consultancy to maintenance fee for September 2018 Invoice No.3575 dated 8<sup>th</sup> August 2018 £30.00. Cheque No.022010
- 306.** Mrs Tanya Wiseman to playground inspections and litter picking between 7<sup>th</sup> July and 31<sup>st</sup> August 2018 17 hours, plus black bin bags. Invoice dated 31<sup>st</sup> August 2018 £137.07 (£136.89 net). Cheque No.022011
- 307.** Maria Dyer office expenses from 30<sup>th</sup> June to 31<sup>st</sup> August 2018 2018 £91.10 (£90.67 net). Cheque No.022012

308. Graham Cornell to various repairs to playing field equipment and supply and installation of 2 x Deep Water signs at Cowpiece as identified/recommended in the two Independent Inspections. Invoice No.1814 dated 16<sup>th</sup> August 2018 £257.00. Cheque No.022013
309. Sovereign Design Play Systems Limited to supply and installation of 2 x replacement grassguard tiles. Invoice No.90628 dated 23<sup>rd</sup> October 2017 (resubmitted in July 2018 due to installation issues) £100.80 (£84.00 net). Cheque No.022014
310. SP Bardwell Limited to supply and installation of crash barrier (ARMCO) in VH car park Invoice No.11767 dated 31<sup>st</sup> July 2018 £1,128.00 (£940.00 net). Cheque No.022015
311. St George' Pest Control Limited to treatment/removal of wasp nest in copse in playing field 24<sup>th</sup> August 2018 Invoice No.26144 dated 29<sup>th</sup> August 2018 £66.00 (£55.00 net). Cheque No.022016
312. A&J Lighting Solutions to repairs to 3 x street lights Nos.6, 7 and 16 Invoice No.31973 dated 10<sup>th</sup> August 2018 £318.66 (£265.55 net). Cheque No.022017
313. A&J Lighting Solutions to repairs to 2 x street lights Nos.17 & 18 Invoice No.31995 dated 23<sup>rd</sup> August 2018 £313.32 (£261.10 net). Cheque No.022017
314. Maldon District Council to General Data Protection Regulation (GDPR) services of MDC Principle Advisor Ian Phillipson including visit 26<sup>th</sup> April 2018 Invoice No.COL03778433 dated 26<sup>th</sup> July 2018 £180.00 (£150.00 net). Cheque No.022018
315. Maldon District Council to grounds maintenance weeks 14 to 26 inclusive Invoice No.COL58678480 dated 7<sup>th</sup> August 2018 £426.01 (£355.01 net). Cheque No.022018
316. EALC to New Councillor File for Cllr Romang Invoice No.10084 dated 5th July 2018 £17.00. Cheque No. 022019
317. E-on to electricity for street lights June 2018 Invoice No.HI5F9BD5AB dated 2<sup>nd</sup> July 2018 £88.22 (£84.02 net) taken by direct debit on 12<sup>th</sup> July 2018.
318. E-on to electricity for street lights July 2018 Invoice No.HI614EB0A2 dated 1<sup>st</sup> August 2018 £91.16 (£86.82 net) taken by direct debit on 11<sup>th</sup> August 2018.
319. BT to public pay phone at Village Hall. Line Rental 1<sup>st</sup> August to 31<sup>st</sup> October 2018 Invoice No.Q0162C dated 13<sup>th</sup> August 2018 £57.60 (£48.00 net) was taken by direct debit on 28<sup>th</sup> August 2018.
320. PWLB to two loans £1,380.25 will be taken by direct debit on 20<sup>th</sup> September 2018
321. Dengie Hundred Group of Parish Councils to Affiliation Fee. Invoice No.423 dated 5<sup>th</sup> September 2018 £15.00. Cheque No.022020

322. **Financial Statement**

**Current balances:**

<b>Barclays 10 Day Notice as at 3<sup>rd</sup> August 2018</b>	<b>£</b>	<b>587.35</b>
<b>Santander as at 2<sup>nd</sup> August 2018</b>	<b>£</b>	<b><u>32,320.12</u></b>
	<b>£</b>	<b>32,907.47</b>

323. **Solar Panels at Village Hall:** Members were advised that FIT for the period April to July 2018 was £668.49. Noted.
324. **Copyright Invoice No.115147:** Members had been advised that credit note No.5586 had been received for £43.25 (ex VAT) for overcharge re paper; cheque No.022009 released to supplier for £115.37 – photocopy of the cheque completed by Clerk was shown at the meeting. Noted.
325. **EALC Essex Clerks Training Bursary:** Members had been advised that cheque No.708227 had been received from EALC for 75% reimbursement for 2 x training sessions attended by Clerk (therefore cost to CNPC was only £26.25). Noted.
326. **Wave (water at allotments):** Members had been supplied with a copy of letter dated 1<sup>st</sup> July 2018 from Wave re next step on its joint venture with Anglian Water Business. Noted.
327. **Southminster Parish Council – Halloween Event 2018:** Members had been supplied with copy letter dated 4<sup>th</sup> July 2018 with details of the 2017 event, this year's event and a request for a donation towards costs. Members considered, but as no Cold Norton children were recorded as having attended the 2017 event, they decided that a donation would not be made. Clerk to advise accordingly.

**ACTION: CLERK**

- 328. DHBUG Corporate Membership:** Members had been advised that a receipt had been received for the £5 fee and that the Group had acknowledged that it would take up CNPC's concerns re 'Bus Services for Cold Norton Residents' as listed on CNPC application form. Date of next DHBUG meeting TBA. Noted.
- 329. Street Lights:** as five lights had to be repaired recently, costing a total of £631.98 ex VAT, the Clerk had asked the Contractor whilst on site to view all lights and supply a quote to change lights to LED, which apparently would have a longer life span and would also result in a reduction in the cost of electricity if they were changed (but Members had been advised that the Clerk had not had the opportunity to check this with the power supplier). CNPC has 21 street lights – details were supplied to Members together with the quote from the contractor. At the meeting the Members discussed the quote which indicated discounts on various numbers purchased/installed at same time. Members agreed that if/when 1 or 2 lights next fail that 6 lights are replaced at same time to take advantage of the discount.
- 330. Cowpiece:** works to viewing platform and post & rail at entrance. Members had been supplied with a copy of quote dated 16<sup>th</sup> August 2018 approved by Clerk re works identified in recent Independent Inspection. Noted.
- 331. BT – VH Pay Phone:** Members had been supplied with copy of letter dated 10<sup>th</sup> August 2018 re removal of 60 inclusive minutes from 1<sup>st</sup> October 2018, but were advised that at present this phone can only receive incoming calls, so unless this is changed this will not impact on PC costs. Noted.
- 332. Campaign to Protect Rural England (CPRE):** Members had been supplied with copy email dated 25<sup>th</sup> August 2018 re a donation towards campaign to stop 'fracking'. Members discussed but decided not to make a donation.

Per minute No.301 the order of the meeting was changed.

- 333. PUBLIC QUESTION TIME:** the two Members of the Public, at the request of the Clerk, had very kindly brought along full size versions of the plans relating to the planning application for the proposed new dwelling at Blue House Farm as MDC no longer supply actual plans. The plans were viewed by Members and various questions asked. The Members of the Public were thanked and then the meeting continued with the section on planning.

## PLANNING

- 334. Planning Applications received by the Parish Council:** the following were considered and the responses were:

**18/00962/FUL New Dwelling at Blue House Farm, Hagg Hill, Cold Norton:** replacement dwelling. Week No.33 dated 17<sup>th</sup> August 2018:

The Parish Council raised no objections, but made the following comment:

*"No objections are raised, providing a landscaping scheme agreed with MDC is implemented and adhered to; and likewise suitable (and proven successful) lighting measures are agreed (e.g. non reflective glazing etc.) and are then implemented and adhered to, so that there is no 'light pollution' caused by the internal and external lights in/outside this new dwelling in this very rural setting."*

The two Members of the Public then left the meeting.

- 335. 18/000790LDE PP-07043083 Great Canney Court, Hackmans Lane, Cold Norton:** claim for lawful development certificate for the change of use from offices (Use Class B1) to 6no. residential units (Use Class C3). Week No.29 dated 20<sup>th</sup> July 2018:

The Parish Council raised no objections and had no comments to make.

**18/005873/FUL Land South East of Old Whitmans Farm, Hackmans Lane, Purleigh:** permission to install a ground mounted solar PV installation. Week No.31 dated 3<sup>rd</sup> August 2018:

The Parish Council raised no objections, but made the following comment:

*“Providing the results of the ‘Glint, Glare and Noise’ reports requested by the Environmental Health Technician meet the acceptable levels laid down in relation to the neighbouring properties and transport.”*

**18/00958/HOUSE The Sixteenth, 16 St Stephens Road, Cold Norton:** proposed detached Garage. Week No.32 dated 10<sup>th</sup> August 2018:

The Parish Council raised no objections and had no comments to make.

**18/00990AGR Wayback Farm, St Stephens Road, Cold Norton:** Prior notification for the erection of steel portal agricultural class 2 timber clad. Week 35 dated 31<sup>st</sup> August 2018:

The Parish Council recommended refusal for the following reasons:

*“It is understood that as this an AGR application comments may only be made if they relate to siting of the building, design and access.*

*Siting of the proposed barn - it is outside the development boundary and an alien intrusion into the countryside’s open and rural aspect (this is already a deeply unsightly development) - Contrary to policy S8 of the Maldon District LDP (Settlement Boundaries and the Countryside).”*

- 336. FOR INFORMATION ONLY 18/00587/FUL PP06963833 Agricultural Buildings at Honeywood Farm, Honeypot Lane, Cold Norton:** section 73A application for the change of use of agricultural buildings to Use Class B8 (storage and distribution). To NW Planning Committee 3<sup>rd</sup> September 2018 for consideration. Noted.
- 337. FOR INFORMATION ONLY 18/00385 PP-06856058 Tosca. Latchingdon Road, Cold Norton:** 2 storey side extension. Application withdrawn. Noted.
- 338. FUL/MAL/17/01071 PP-06370592 Stow Maries Aerodrome, Hackmans Lane, Cold Norton:** variation of conditions 13 & 14 on approved planning permission FUL/MAL/09/00250 (re-instatement of airfield and erection of 2no. aircraft hangers to match former buildings on site). To NW Planning Committee 3<sup>rd</sup> September 2018 for consideration. Noted.
- 339. Maldon District Council Decisions:** covering decisions advised from w/e 6<sup>th</sup> July to w/e 24<sup>th</sup> August 2018; a detailed list had been supplied to Members, which is summarised below:

**LBC/MAL/18/00534 Cold Norton**

Remedial and restoration works to grade II listed building.  
De Laches 60 Latchingdon Road Cold Norton Essex  
(UPRN - 100090555267)

Mr Paul Crates

**GRANT LISTED BUILDING CONSENT**

**AGR/MAL/18/00760 Cold Norton**

Prior notification for a proposed new steel portal framed general purpose agricultural building  
Barn 1 St Stephens Road Cold Norton Essex  
(UPRN - 010014002765)

Mr Mark Bardwell

**PRIOR APPROVAL REQUIRED AND GRANTED**

**HOUSE/MAL/18/00523 Cold Norton**

Alterations to doors and windows of existing outbuilding. Use of outbuilding as garage  
Cranswick Lodge Victoria Road Cold Norton Essex  
(UPRN - 100091257349)

Mr K Campbell

**APPROVED**

- 340. FOR INFORMATION ONLY 18/00877AGR Wayback Farm, St Stephens Road, Cold Norton:** prior notification for a steel portal agricultural class 2 timber clad structure. Permission refused. Noted.

341. **Appeal against an enforcement: Land East of Lords Acre Nursery, Lower Burnham Road, Cold Norton: ENF/17/00181/HROW Appeal Ref: APP/HGW/17/506 Appeal start date 17<sup>th</sup> November 2017.** Hearing was due to be held on 21<sup>st</sup> August 2018 (result awaited). Noted
342. **Appeal: The Sixteenth, 16 St Stephens Road, Cold Norton. First floor extension over garage and porch extension and other alternations. 18/00483/HOUSE PP-06909625 Appeal Ref: APP/X/1545/D/18/3206546.** Appeal start date: 23<sup>rd</sup> August 2018. Noted.
343. **MDC: Change to Parish Trigger and Withdrawal of Paper Copies of Plans to Parish Councils**  
Members had been supplied with a copy of letter dated 23<sup>rd</sup> July 2018 from MDC to DHGPC Chairman. Members voiced their disappointment and requested that this be conveyed to MDC pointing out that CNPC doesn't have a projector or screen. **ACTION: CLERK**

#### VILLAGE HALL

344. **Report from VHMC:** Members were advised that a new emersion heater had been installed, repairs had been made to some down pipes and guttering, 24 new chairs had been purchased and there was now a new regular hirer at the VH – an upholstery class on Tuesday evenings. Thanks were expressed to Graham Cornell for making a stand for 'Tommy' – the WW1 wooden soldier supplied by MDC.
345. **Car Park:** Members had been advised that installation of the barrier behind the disabled parking bays had been completed. Noted.

#### HIGHWAYS AND ROAD SAFETY

346. **Footway Latchingdon Road from bridge to Country Produce:** Members had been advised that vegetation clearance works had been completed by MDC Rangers. Noted.
347. **White Fingerpost from Corner of Howe Green & Hackman's Lane:** nothing further to report.
348. **Cherry Blossom Lane:** work in progress re discussions at July meeting. Noted
349. **Corner of St Stephens Road/Fambridge Road:** Members had been advised that vegetation obscuring sight line had now been cut back by ECC Highways. Noted.
350. **Condition of Fambridge Road:** various issues passed to County Cllr for investigation.
351. **Howe Green Road closure:** Members had been advised that with reference to <https://roadworks.org?tm=106028729> works are due to commence on 24th September 2018 for 75 days whilst Essex and Suffolk Water undertakes water mains renewal works. Noted.
352. **St Stephens Road closure:** Members had been advised that with reference to <https://roadworks.org?tm=108047709> works are due to commence on 12th September 2018 for 6 days between 0930-1430 whilst Essex County Council undertakes kerbing works. Noted.

#### POLICE MATTERS/ANTI-SOCIAL BEHAVIOUR

353. **Dog Byelaw – Playground:** Members had been advised that the legal wording had been clarified. At the meeting Members were advised that two signs would cost £135.60 ex VAT. Clerk to place order. **ACTION: CLERK**
354. **Nuisance Dogs in Green Trees Avenue, Victoria Road and in Cowpiece Nature Reserve:** nothing to report as insufficient information supplied. Item to be removed from agenda

## OPEN SPACE

- 355. Cowpiece Nature Reserve:** works identified in Independent Inspection carried out at in May in hand (Minute No.330 applies).Awaiting quotes re regular maintenance of this site (and vegetation at VH).
- 356. Playing Field**
- 356.1. Independent Playground Inspection 2018:** Members had been advised that findings were being actioned by local contractor and that some had already been completed. Re the new litter bin agreed for playground, Members were advised that the Clerk had negotiated that the 2 new dog waste bins (Minute No.356.7 below) would be installed FOC by MDC by waiting until late September/October for installation, but because of the way the current litter bin in the playground was installed MDC would have to charge £160 for removing the old and installing the new (copy email dated 7<sup>th</sup> August 2018 detailing costs had been supplied to Members) - therefore cost for bin and removal/installation works would be £327.66 ex VAT. Members advised approval. Clerk had advised that this department at MDC was unable to remove the two hexagonal picnic benches, but that a different department may be able to assist – Members gave the Clerk a budget for the removal of these benches.  
**ACTION: CLERK**
- 356.2. Signage:** signage re dogs (see minute No.353 above. Re parking in VH car park: quotes advised to Members; Members agreed that the larger size of the 'No unauthorised parking' was required at £47.80 ex VAT each (up to 4) and approved cost of £279.00 ex VAT for a new vandal proof version of the existing sign on the VH wall. Clerk advised that Directa are unable to install signs, so there will be an additional cost for installation. Clerk to discuss with local contractor. Signs on outdoor play area & Fields in Trust to be reviewed.  
**ACTION: CLERK**
- 356.3. Safety matting:** Members had been reminded that the site visit by contractor had taken place on Monday 2<sup>nd</sup> July 2018 and that Mr Haydon had represented CNPC. Report from contractor: "*Area was checked re the fall zones for existing grassguard tiles and they all appeared to be in place. As it stands the grassguard tiles are fully compliant for the existing equipment and no further action is required.*" This had been conveyed to Members at the July meeting and, as Mr Haydon could not be present at the July meeting, following discussion by email it had been agreed that the outstanding invoice should be paid (Minute No.309). Noted.
- 356.4. Car park Extension/New Play Equipment/Skate Ramp:** it was noted that questionnaires had been collected, that Mrs Garnham had analysed the data, produced a report and supplied copy to Members. At the meeting Mrs Garnham was thanked for an excellent job. Mrs Garnham advised that results of the survey would be included in The Beacon.
- 357. Village Caretaker work:** works still being split as agreed. Quotes being obtained from gardeners & MDC re gardening works at VH and Cowpiece. Noted.
- 358. Allotments: Land adjacent to site:** Clerk had advised that MDC are unable to help re paperwork re possible transfer from MOAT Housing, but had suggested ECC Legal Services. Members requested that Clerk goes back to MOAT to discuss again the costs involved in a possible transfer.  
**ACTION: CLERK**
- 359. Three Ashes Corner as a Village Green:** nothing to report
- 360. Seat near allotments/bus stop:** still to be investigated
- 361. Additional Dog Bins:** agreed for two locations at Howe Green Road and Honeypot Lane. Members had been advised that these would be installed late September/October. Noted.
- 362. Trees in Playing Field:** revised quotes to include trees overhanging goal post and tree identified by Cherry Blossom resident presented. Clerk to place order. Clerk to also obtain quotes to have CNPC trees surveyed.  
**ACTION: CLERK**

## PUBLIC RIGHTS OF WAY

- 363. Footpaths 12/13 bridge brickwork:** ECC Highways Ref.2547383. Members had been reminded that the New PRoW had advised: "*I inspected the footbridge 18.05.18 and have had it closed off until I can get someone to assess the subsidence issue.*" Nothing further to report.

364. **Footpath 23:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref. 2547396. Members had been reminded that the New PRow had advised: *"I inspected this PRow 23.05.2018 having cleared the footbridge which was a little overgrown I found that it is in poor repair and will need replacing. The rest of the route was available and even mowed at the Lower Burnham Road end (all be it around the headland instead of across the field). The resident's gate at the exit onto Lower Burnham Road is looking a bit tired to."* Nothing further to report
365. **Footpath 25:** reported by a resident to Clerk as the sign is missing; ECC Highways Ref 2523887. Members had been reminded that the New PRow had advised: *"I inspected this on 23.05.2018 and have noted the defect and it will be addressed."* Nothing further to report
366. **Footpath 26:** reported by a resident to Clerk as sign is missing and the footbridge is rotten/collapsed; ECC Highways Ref 2523886. Members had been reminded that the New PRow had advised: *"This is yet to be inspected but will be addressed along with the other issues in the vicinity."* Nothing further to report
367. **Purleigh Footpath 44:** reported by a resident to Clerk as being overgrown and unwalkable; ECC Highways Ref 2530968. Members had been reminded that the New PRow had advised: that this is yet to be inspected. Nothing further to report
368. **Footpath 28:** Members had been advised that the vegetation/nettles were cut back in July. Noted
369. **Footpath 24:** PRow has advised that she had had a site meeting with the land owner and he would be marking out Cold Norton FP24 long cross field (Kitts Hill), he has also agreed to the cross field routes Cold Norton FP23, 25 and 26. Awaiting update
370. **Footpath 14/19:** gate post adrift reported
371. **EMERGENCY PLANNING/PROCEDURES:** word version now supplied to Clerk.

#### TRAINING/CONFERENCES/MEETINGS

372. **Dengie Hundred Group of Parish Councils Quarterly Meeting:** Wednesday 20<sup>th</sup> June 2018 Mr Haydon had attended and at the meeting gave Members a brief report re the Cyber Security Presentation, advising that he had understood that the power point presentation would be made available to Parish Councils. Clerk to check with DHGPC Clerk. **ACTION: CLERK**
373. **Essex Wildlife Trust AGM & Members Day Saturday 15<sup>th</sup> September 2018: Blue House Farm, North Fambridge 9am.** No one available to attend.
374. **EALC AGM Plus ECC & EALC Joint Conference 2018 Thursday 20<sup>th</sup> September 2018 Great Dunmow 12 noon:** Details had been supplied to Members. No one available to attend.
375. **Transport Meetings October 2018:** Maldon meeting: 17<sup>th</sup> October 2018 10am to 12 noon at MDC offices. Members to check availability and advise. **ACTION: MEMBERS**
376. **Local Council Police Conference:** Tuesday 20<sup>th</sup> November 2018 9.30am to 3.30pm Great Dunmow. Details had been supplied to Members. Mr Rivers and Mr Haydon indicated that they would like to attend – to be confirmed. **ACTION: MR RIVERS/  
MR HAYDON**

#### CORRESPONDENCE/CONSULTATIONS

377. **Essex Village of the Year Competition 2018 & RCCE Best Kept Churchyard Competition 2018:** results had been supplied to Members. Noted.
378. **ECC 'Solar Together Essex':** copy letter received 30<sup>th</sup> July 2018 had been supplied to Members; Clerk had displayed the poster. Noted.

- 379. **BROADBAND: Superfast Essex Countywide Parish Engagement Event:** Thursday 20<sup>th</sup> September 2018 7.30pm to 9pm Anglia Ruskin University, Chelmsford. Details had been supplied to Members. No one available to attend.
  
- 380. **WINTER SALT BAG SCHEME 2018/19:** Members had been advised that the paperwork had been submitted and that the salt would be delivered in September/October.
  
- 381. **COLD NORTON POST OFFICE:** temporary closure. Nothing to report re alternative site.
  
- 382. **GENERAL DATA PROTECTION REGULATIONS (GDPR):** Members had been supplied with a copy of the 'Data Protection Policy' supplied by MDC Data Protection Officer for adoption by CNPC. Members approved.
  
- 383. **QUESTIONS/ISSUES RAISED AT APM:** will report next meeting re recycling question
  
- 384. **WEB SITE:** new web site now operational; Mr Haydon very kindly brought along a lap top to show Members the new format. Clerk advised that sections are still to be worked on e.g. businesses, clubs etc. Members expressed positive comments re the new web site; Clerk to 'advertise' the new site.  
**ACTION: CLERK**
  
- 385. **MATTERS TO REPORT** (Members are reminded that no decisions may lawfully be made under this agenda item - however matters may be discussed which involve exchanges of information only).  
  
There were no matters reported.
  
- 386. **DATES OF FUTURE MEETINGS in 2018**  
Wednesdays: 3<sup>rd</sup> October, 7<sup>th</sup> November, 5<sup>th</sup> December.  
Mr Rivers gave his apologies for 3<sup>rd</sup> October and Mr Haydon gave his apologies for 7<sup>th</sup> November.

There being no further business the meeting was closed at 9.10pm

Chairman.....

Date.....