

**BOARHUNT PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council held on**  
**Thursday May 28th 2009 at 7.00 p.m. in the Parish Hall.**  
**MINUTES SUBJECT TO APPROVAL AT THE NEXT MEETING – 6<sup>th</sup> JULY 2009**

**Present :**

<b>Mr J Cooper</b>	<b>Chair and District Councillor</b>
Mr D Andrews	Councillor
Mrs G Andrews	Councillor
Mrs K Jeffreys	Councillor
Mrs J Pratt	Councillor
Mr E Schofield	Councillor
Ms E Billingham	Clerk

Approx 24 members of the public.

Cllr Cooper apologised for being late and the meeting started at 7.15pm

**09/21 Apologies for absence.**

There were no apologies

**09/22 Public Session**

Cllr Cooper adjourned the meeting to hear from members of the public.

Several members of the public chose to talk in the public session. Some members of the public elected to discuss in specific items and were invited to speak at that time.

Items discussed in public session were:

- To make the Council aware that the caravan was back in Black Horse Lane. Cllr Cooper responded that the police were aware of the caravan but the powers of the police and council were limited due to the caravan being left on Hampshire County Council land. The police made periodic visits to the owner of the caravan. There was no direct proof that the increase in break-ins was linked to the caravan. He pointed out that this situation had been occurring for over four years. **To Note:** Cllr Cooper offered to write to the individual who was believed to tow the caravan from site to site and ask them to cease this activity.
- A member of the public stated that Mr Bazalgette spoke at the planning meeting for the existing site and stated that he spoke for all parishioners; he wanted it noted that this statement was untrue. He also felt that a quick decision was needed on which site was chosen. Cllr Cooper responded that he attended both planning application meetings and was aware of what Mr Bazalgette had said at the meeting. He also felt that he was content that the planning committee considered the applications fully.
- It was asked whether the Council were aware that pipes were being put in the river at what used to be known as the nudist camp and wanted to know whether there was permission. **To Note:** Cllr Cooper would make enquiries and if necessary would inform enforcement officers.
- Clarification was needed on the garden refuse bags available from WCC. Why were they so expensive and also a resident stated that even though she had two bags only one was collected and pointed out this had happened to several people. **To Note:** Cllr Cooper would bring this up with the City Councillor in charge of the Environment portfolio and Serco.
- The future of the website was questioned. The Clerk spoke stating that she had spoken to Mr Parker and that there had been a misunderstanding and no invoice had been handed to the past Clerk. The renewal needed to be done via credit card. The council agreed that they would reimburse Mr Parker. The Clerk had also investigated the HCC website but this did not offer the criteria that the village wanted. The Clerk would ask Mr Parker to renew the website and would then be trained by Mr Parker on how to post items/manage the website. It was hoped that this could be done over the summer.
- The past Clerk, Brendan Gibbs wished to thank the Council for the letter of thanks and to the members of the public who also offered a vote of thanks at the last meeting. He also thanked the Clerk for clarifying the fact that he had not been given the invoice as stated in the last minutes. He also wanted it noted that he took exception to the comment made in the last minutes stating that “Cllr Cooper wanted the Public to note that under the new chair the minutes would reflect a true record of the meetings.” Mr Gibbs felt that the minutes that he had written had been a true record.
- Mr Gibbs also pointed out that the Hampshire Constabulary had asked that they be invited to Council meetings and police matters be a regular agenda item. It was noted that this would be the case in the future but the agenda had been cut back at this meeting to give time to discuss the village hall.
- Jan Griffiths asked if the working party proposed at a previous P/C meeting to examine the Social Club lease, which is due for renewal later this year, had made any progress? It was noted that there had been a delay due to the hall applications. BMHC would not be involved in the meeting as the council felt that it was a matter between the Council and the Social Club. All councillors agreed.
- Jan Griffiths also asked if any volunteers to run a Boarhunt Fete had come forward? **To Note:** Cllr Cooper noted that none had but he would make sure an advertisement was made in the Parish Magazine to ask for assistance from the community.
- Jan Griffiths requested a copy of the Audit and this would be forwarded to her by the Clerk.

### **09/23 Minutes of the meeting held on 28<sup>th</sup> May 2009**

The minutes of the meeting of 28<sup>th</sup> May 2009 were approved and signed.

Cllrs Jeffries and Pratt wanted it noted that as they were not present at the last meeting they could not comment on the accuracy.

Clerks Notes on items in the last minutes:

- Mrs Griffiths request for agenda and minutes – these were now sent to her via email.
- Clerk had written to Mr Eastman and Mr Parker to thank them for all their work at the May Weekend .
- The Clerk had spoken to Mr Collins about the track and also the benches but had not had a firm quote back for repairs.

### **09/24 Declarations of interest.**

Cllr Cooper listed his elected membership of Winchester City Council as a standing declaration.

Cllr Cooper wanted in clarified that in the any item regarding the village halls he would declare himself outside the voting process. He felt this was right as he was not resident and he could facilitate with all committees to make sure all views were represented.

### **09/25 Report/update on the planning applications for the existing site and recreation ground site**

.1 Cllr Cooper to report/update.

Cllr Cooper gave some background information to the sites as follows:

The village hall process started as one application on the recreation ground site and for reasons well known and discussed it was necessary to explore the existing village hall site. On May 24<sup>th</sup> the recreation site went to the planning committee. No one spoke against and several people spoke in support of the site. There was little debate and the committee approved the site by 11 – 0 vote. There were positive comments on location, height and over provision of parking with 40 plus cars. All comments made to WCC prior to the meeting were considered not relevant on planning issues.

The existing site was considered on June 18<sup>th</sup>. There were some relevant comments to planning issues made which were: over development of an existing site, parking, noise and visual disturbance. All issues were looked at and there was lengthy debate. HCC gave evidence relating to the parking. There was also evidence relating the proximity to the neighbours. The vote was 8 – 3 in favour.

Cllr Cooper was aware that the village vote had been in favour of the existing site and he had no wish to overturn this but felt that there were some issues that would have an impact on any site. Firstly the Parish Council did not intend to take ownership of this hall and it would be run by a Trust. Boarhunt was a small community and the hall would need to be run by an independent charitable trust to ensure its long term future and upkeep. There were three objectives necessary:

- The building would be debt free
- Best facility for money
- Able to sustain itself.

The current situation was that there were now two approved applications one with two years approval and one with three years. There was about £100, 000 of current funding which included the dual and matched funding.

Neither hall had a business plan, no additional funding and no accurate knowledge of building costs.

Cllr Cooper felt it would not be right to close the door on one site or the other until a more accurate view of available funding for both halls was established. There was a chance that the two sites costs would be different due to location and access etc. A Quantity Surveyor with an independent view and using the same pricing process would be a good way to gauge costs for both sites.

Cllr Cooper then suggested that a funding appraisal take place to identify the different streams of funding available for both sites. Each site may attract the same funding but also additional funding might be available for each site on its own individual merits. Cllr Cooper felt that the Council and village could not make an informed decision without the costs and chances of funding.

Cllr Cooper felt that bringing in Kevin Sawyer the HCC Village Hall advisor and Steve Lincoln the Community Development Officer in WCC who would be able to assist in this process.

Cllr Cooper proposed that:

- A Quantity Surveyor be appointed to look at both sites and obtain costings using the same costing model.
- Establish a group of all parties to explore funding streams and then go back to the public.

Cllr Andrews asked what other Councillors felt.

Members of the public who had requested to talk at this item were invited to speak:

*Over the past few months the efforts of the Trustees have concentrated primarily on planning issues in addition to it's charitable trust requirements. Now that two sets of plans have been approved we need to find a way to move this project forward so that ultimately this community has a new facility. To this end the Trustees as indicated in the recent newsletter wish to work with the Parish Council, Social Club and others in tackling the other very important areas which still need addressing, primarily building costs and funding. We will also need to prepare a new business plan and address leasing requirements.*

*This is a huge workload and with only 4 Trustees, and double the amount of work, if we are to move forward in the now limited timescale, we need more people to come forward to help. So if anyone can spare some time to work on any of these areas, please let me know. It is likely that we will need a whole series of sub-committees to visit other halls and see how it should and should not be done for example.*

*We would also wish to establish a community youth committee. Anyone aged between 16 and 25 who would like to be involved in this important project, would be most welcome.*

*So if anyone is willing, in any capacity, please speak to either John Cooper, the Parish Clerk or myself.*

The BMHC trustees were asked if they would be willing to work with a committee to establish the funding avenues of both sites as suggested by Cllr Cooper.

Jan Griffiths said she could only answer for herself but felt that this was the only way forward.

Cllr Cooper read a letter sent to the Council as it was relevant to this part of the meeting from David Houghton:

*Unfortunately I will not be able to attend the Parish Council meeting of 6<sup>th</sup> July due to another engagement but as I have opinions concerning the siting of the new village hall, I would be grateful if you could make these known at that meeting.*

*The granting of Planning Consent by Winchester City Council for a new hall to be built on the site of the existing hall has now removed what was believed by many to be an insuperable obstacle to the redevelopment of that site.*

*The wishes of the majority of the residents of North Boarhunt were clearly expressed in the properly conducted village poll of February 2008 which favoured that site over the recreation ground site. The Hall Planning and Management Committee must now proceed in accordance with the result of that poll and concentrate their efforts towards providing a new hall on the old site. To do otherwise would be to act against what most residents want. It would not be putting it too strongly to suggest that the democratic principles of local government are at stake over this issue.*

*I hope the Parish Council will instruct the Hall Planning and Management Committee accordingly.*

*Yours sincerely  
David Houghton*

The past Clerk, Brendan Gibbs wanted it known that he felt Cllr Coopers suggestion were a brilliant conclusion and suggestion for a positive way forward.

Cllr Jeffries was concerned that looking at funding on both sites would not be a helpful process and wanted to know if the council could actually get an accurate idea in advance without making applications. Even if the halls filled the criteria there was no guarantee of a successful application. She was concerned that the funding bodies would be confused by two applications coming in from the same village and that the funding bodies would then make the decision about which site was better which she felt should not be up to the grant making bodies. Cllr Cooper said that there should not be any confusion as this would be explained in the application.

Cllr Jeffries was concerned that it would take up even more time to look at both sites and would increase the workload on the Trust. Cllr Cooper and Mrs Griffiths felt that it would not take up much more time looking at funding for both sites rather than one as a lot of the work needed was the same on both sites. There was also some concern that some applications could take up to a year or longer to go through the whole process and looking at both sites would delay things further.

Cllr Cooper felt that the Council should guard against just exploring one site but leave options open to explore both sites.

Cllr Jeffries and Cllr Pratt felt that they agreed that it would be good policy to explore the costings on both sites.

Jan Griffiths was asked if she would continue to be a Trustee if the existing site were chosen. Jan Griffiths responded by saying that the Trustees did not want the Trust to lose its charitable status and wanted to move forward. She felt it would be prudent to look at both sites in same way but that the Trust needed others to join.

Another Trustee spoke and said that she wanted to reiterate the statement which Jan Griffiths made that the trustees would like to work with the Social Club and Parish Council to enable an informed decision to be made about the hall. This includes:

1. An understanding of the cost and schedule of building a hall for each site
2. The available funding sources and understanding of whether sufficient funds can be raised for each site
3. The long term business case and viability of a hall for each site (in terms of usage, possible revenue, possible running costs)

As a trustee, she hoped that the Parish Council and Social Club shared their aim to pool limited resources and achieve the best, long term facility for the village.

Cllr Andrews felt that a decision on which site was to be built needed to be made quickly and did not see how delaying it and looking into funding options for both sites would help the decision. He proposed that a decision be made at the next meeting.

It was pointed out that local fund raising was needed and unless a specific site was known it might be hard to draw local people together. There was also some concern that the decision should fall on just five councillors.

Cllr Cooper again emphasised that he felt it important that all options should be kept open as long as possible and that also more Trustees needed to come forward. He agreed and accepted that the village had voted for one site previously but felt that this vote had been done too early in the process and that the public had not been fully informed of costs and funding streams. He felt he could not allow the Parish Council to make a final decision on the site. He was trying to facilitate a better informed decision. Cllr Pratt pointed out that parishioners had based their vote on the issue of the freehold of the site. The past Clerk, Brendan Gibbs stated that to approve the costs for both sites by a Quantity Surveyor would prove due diligence by the council.

Two proposals were put to the Councillors:

- That the Parish Council engage the services of an independent surveyor to assess the true budget and building costs for both sites and produce a fair and comparable figures and be available at the next meeting.
- That the decision on which site to chose be made at the next meeting or that the funding streams be investigated for both sites to establish more realistic funding projections.

**RESOLVED that the proposal that the Parish Council engage the services of an independent surveyor to assess the true budget and building costs for both sites and produce a fair and comparable figures and be available at the next meeting up to a cost for the services of £1000.**

**RESOLVED that the Parish Council decide at the next meeting which site should be built and pursue the funding for this site.**

Cllr Cooper wanted it noted that he was disappointed by the decision and urged the public and the Councillors to ask people if they would be willing to become Trustees and that they make themselves known to the Clerk.

.2 To consider whether to engage the services of a quantity surveyor to assess the true budget and building costs for both of the approved plans with respect to the proposed existing hall site, and proposed recreation hall site, and to produce fair and comparable figures to enable further discussion of costing.

See above.

.3To consider whether to pay for the costings for the above mentioned quantity surveyor from the Parish Council Building Fund, up to the figure of £750.00.

See above

.4 To consider the invitation from Boarhunt Memorial Hall Trustees to send three representatives to a tri-party meeting on 8<sup>th</sup> July.

After the above decisions it was felt that it was not necessary to hold this meeting at this time.

## 09/26 Planning Applications and Decisions.

### .1To receive planning applications from Winchester City Council and agree response:

	Boarhunt	Ward	Boarhunt And Southwick
<b>Ref No:</b>	W16870/02		<b>Publicity Date:</b>
<b>Case No:</b>	09/01043/FUL		<b>Comments by:</b> 16 July 2009
<b>Date Valid:</b>	2 June 2009		<b>Decision due:</b> 28 July 2009
<b>Team:</b>	WEST		<b>Case Officer:</b> Lorna Hutchings
<b>Applicant:</b>	Mr Wayne Saunders		
<b>Proposal:</b>	Change of use of part of an existing barn to a 1 bed flat (RETROSPECTIVE)		
<b>Location:</b>	The Yard Trampers Lane North Boarhunt Hampshire		
<b>Grid Ref:</b>	460301 111098		

Cllr Cooper explained the background of the application and about enforcement issues.

**RESOLVED to object on the following grounds:**

- **The council were concerned that it may create an obstruction to an existing Right of Way.**
- **That this was not in accordance with local development planning allowing local agricultural buildings to be converted into housing.**

## **.2 To receive application decisions:**

These were noted:

**Case No 09/00720/FUL**                      **Ref W21424**  
**Applicant** Mr Steve Tagg                      **Location** Poppy Cottage Southwick Road North Boarhunt Fareham Hampshire PO17 6JN  
**Proposal** Raising the roof to provide 1st floor accommodation with 6no. dormer windows; Extensions to front and rear  
**Decision:**                      **Application Permitted**

**Case No: 09/07799/TPO**                      **Ref WTPO/01344/01**  
**Applicant:** Mr Rawlings                      **Location** Pineside Trampers Lane North Boarhunt Fareham Hampshire PO17 6BS  
**Proposal** 1 no. Ash tree to crown lift by 4m in height from ground level and to shorten one lateral limb extending over the neighbouring property by 2-3m, 4 no. Oak trees to fell to ground level and 1 no flowering cherry to be replanted  
**Decision:**                      **Application Permitted**

**Case No:** 09/00218/REM                      **Ref No:** W09306/04  
**Date Valid:** 6 February 2009                      **Grid Ref:** 460446 111273  
**Team:** WEST **Case Officer:** Mr Neil Mackintosh  
**Applicant:** Boarhunt Parish Council  
**Proposal:** Erection of village hall with associated landscaping, car parking and access (details in compliance with Outline Planning Permission W09306/03)  
**Location:** Recreation Ground Trampers Lane North Boarhunt Hampshire  
**Committee Decision: Permitted**  
In compliance with outline planning permission W09306/03 in so far as the following reserved matters are concerned.

### **Conditions/Reasons**

- 1 The following reserved matters are hereby approved;
- 1) The layout including the positions and widths of roads and footpaths.
  - 2) The design of all buildings, plant and tanks, including the colour and texture of external materials to be used together with samples of all external facing and roofing materials.
  - 3) The layout of foul sewers and surface water drains.
  - 4) The provision to be made for the storage and disposal of refuse.
  - 5) The provision to be made for contractors vehicles parking and plant, storage of building materials and any excavated materials, huts and all working areas.
  - f6 The finished levels, above ordnance datum, of the ground floor of the proposed building(s), and their relationship to the levels of any existing adjoining buildings.
  - 7) The provision to be made for the parking, turning, loading and unloading of vehicles.
  - 8) Landscape considerations including:
    - a) a landscape scheme showing the planting proposed to be undertaken, the means of forming enclosures, the materials to be used for paved and hard surfaces and the finished levels in relation to existing levels;
    - b) the arrangements to be made for the future maintenance of landscaped and other open areas.

**Case No:** 09/00490/FUL                      **Ref No:** W04074/02  
**Date Valid:** 16 March 2009                      **Grid Ref:** 460392 111033  
**Team:** WEST **Case Officer:** Mr Neil Mackintosh  
**Applicant:** Mr Douglas Andrews  
**Proposal:** Demolition of existing hall and erection of single and two storey replacement hall/social club  
**Location:** North Boarhunt Parish Hall Trampers Lane North Boarhunt Fareham Hampshire PO17 6DD  
**Committee Decision:**

APPROVE SUBJECT TO THE FOLLOWING CONDITION(S):-

### **Conditions/Reasons**

1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 (1) of the Town and Country Planning Act 1990 (as amended).

2 No development shall take place until details and samples of the materials to be used in the construction of the external surfaces of the building hereby permitted have been submitted to and approved in writing by the Local Planning Authority.

Development shall be carried out in accordance with the approved details. WINCHESTER CITY

Reason: To ensure that the development presents a satisfactory appearance in the interests of the amenities of the area.

3. No development shall take place until details of both hard and soft landscape works have been submitted to and approved in writing by the Local Planning Authority, and these works shall be carried out as approved. These details shall include the following, as relevant:

- existing and proposed finished levels or contours;
- means of enclosure, including any retaining structures;
- hard surfacing materials.

Soft landscape details shall include the following, as relevant:

- planting plans, including proposals for boundary hedging;
- written specifications (including cultivation and other operations associated with plant establishment;
- schedules of plants, noting species, planting sizes and proposed numbers/densities where appropriate;
- implementation programme;

Reason: To improve the appearance of the site in the interests of visual amenity.

4 All hard and soft landscape works shall be carried out in accordance with the approved details. The works shall be carried out before the use hereby permitted is commenced and prior to the completion of the development or in accordance with the programme agreed with the Local Planning Authority. If within a period of five years after planting any tree or plant is removed, dies or becomes, in the opinion of the Local Planning Authority, seriously damaged, defective or diseased another tree or plant of the same species and size as that originally approved shall be planted at the same place, within the next planting season, unless the Local Planning Authority gives its written consent to any variation.

Reason: To ensure the provision, establishment and maintenance of a reasonable standard of landscape in accordance with the approved designs.

5 Details of a scheme for insulating the building hereby approved against internally generated noise shall be submitted to and approved in writing by the Local Planning Authority before the commencement of development and completed before the use permitted commences. Such noise insulation shall thereafter be maintained and operated in accordance with the approved scheme.

Reason: To secure the reduction in the level of noise emanating from the building and to protect the amenities of the occupiers of nearby premises.

6 Detailed proposals for the disposal of foul and surface water shall be submitted to and approved in writing by the Local Planning Authority before the commencement of the development hereby permitted. The approved details shall be fully implemented before the building is occupied..

Reason: To ensure satisfactory provision of foul and surface water drainage.

7 Details of provisions to be made for the parking and turning on site of operative and construction vehicles during the period of development shall be submitted to and approved in writing by the Local Planning Authority and fully implemented before development commences. Such measures shall be retained for the construction period.

Reason: In the interests of highway safety.

8 The car park shall be constructed, surfaced and marked out in accordance with the approved plan before the development hereby permitted is brought into operation. That area shall not thereafter be used for any purpose other than the parking, loading, unloading and turning of vehicles.

Reason: To ensure that adequate on-site parking and turning facilities are made available.

9 Development shall cease on site if, during any stage of the works, unexpected ground conditions or materials which suggest potential contamination are encountered, unless otherwise agreed in writing with the Local Planning Authority. Works shall not recommence before a site assessment has been undertaken and details of the findings along with details of any remedial action required (including timing provision for implementation), has been submitted to and approved in writing by the Local Planning Authority. The development shall not be completed other than in accordance with the approved details. NB - potentially contaminated ground conditions include infilled ground, visual evidence of contamination or materials with an unusual odour or appearance.

Reason: In order to secure satisfactory development and in the interests of the safety and amenity of future occupants.

10 No floodlighting, whether free standing or affixed to an existing structure, shall be provided on the site unless previously agreed, in writing, by the Local Planning Authority.

Reason: In the interests of the amenities of the locality.

## Informatives

1. This permission is granted for the following reasons:

The development is in accordance with the Policies and Proposals of the Development Plan set out below, and other material considerations do not have sufficient weight to justify a refusal of the application. In accordance with Section 38(6) of the Planning and Compulsory Purchase Act 2004, planning permission should therefore be granted.

2. The Local Planning Authority has taken account of the following development plan policies and proposals:-

South East Plan: None

Winchester District Local Plan Review 2006: SF7, CE4, CE5, DP3, DP6, T1, T2, T4

3. The applicant is requested to implement measures to assist in the management of overflow car parking by including information on all booking confirmations advising hirers of the hall facilities that users should not obstruct Trampers Lane and giving directions for the use of the overflow parking facility at the recreation ground. A suitable sign within the hall car park should also clarify the overflow parking arrangements available at the recreation ground and details of all signage should be first agreed with the local planning authority.

### **09/27 To consider Parish Councillors areas of responsibility.**

In light of the length of the meeting this was moved to the next month's agenda.

### **09/28 Finance.**

#### **.1 Orders for Payment.**

Cheque 780 – £67.14 - Cllr Jo Pratt – Expenses

Cheque 781 – £350 - E. Green – Audit

Cheque 782 - £262.96 - E. Billingham – Clerks salary

Cheque 783 - £560 – Paul Collins – Ground Maintenance.

#### **RESOLVED to approve and sign payments**

**.2 To consider the payment for the legal bill received from Southwick Estate relating to a draft lease drawn up by their legal services in 2006 on behalf of the then proposed village hall on the recreation field site, should be paid from the Parish Council Building Fund Bank Account.**

Cllr Cooper explained the process of matched funding and how it can be spent.

The past Clerk, Brendan Gibbs asked to speak and stated that on the Minutes of April 2006 the Trustees of the BMHC and the Social Club had agreed this money to be spent. That the building fund would be depleted by this payment and that the Council should consider increasing the precept to recover this cost in the future. It was noted that he had also advised the Council on this before. It was noted by the Council.

**RESOLVED that £2165.45 be transferred from the building fund to the current account to cover the cost of this legal bill.**

**.3 To note that the Internal Auditor has carried out a review of the Accounts for the year ended 31 March 2009 and completed an audit report**

Noted

**.4 To approve the annual governance statement - Section 2 of the Annual Return on page 3 (copy to be tabled at meeting)**

Cllr Cooper read the statement out and all agreed.

**.5 Authorise the Chairman and Clerk/RFO to sign Section 1 and Chairman & Clerk/RFO to sign Section 2 of the Return.**

**RESOLVED that the Chair and the RFO in 2008/9 Brendan Gibbs sign Section 1 and 2.**

**.6 To consider reinstating the football pitch and agree charges for hire.**

Clerk had spoken to Paul Collins and he was obtaining quotes for this work. Cllr Schofield offered the use of his company's machinery free of charge.

Denmead PC had offered free set of goal posts that are available. These may need painting. Cllr Schofield offered to arrange collection.

The Council had been approached by a Junior team to use the pitches and the clerk was aware of at least one more amateur league interested in a pitch on a regular basis.

**RESOLVED that the pitch be reinstated up to the cost of £500 by Paul Collins. That the goal posts offered by Denmead Parish Council be collected by Cllr Schofield. Cllr Schofield would contact the Clerk at Denmead to arrange collection.**

**RESOLVED that Cllr Cooper would contact the team to make sure they were aware of the location of the pitch and the proximity of the ground to neighbouring properties and that they would adhere to the rules and regulations. Decision on charges would be made at the next meeting.**

**09/29 Highway Matters.**

In light of the length of the meeting this was moved to the next month's agenda.

**09/30 To consider Health and Safety items**

None

**09/31 Correspondence**

a) To action

b) To note

**09/32 Date of next meeting 3<sup>rd</sup> August 2009 7pm**

**Signed:**