

KING'S SUTTON PARISH COUNCIL

**MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD
AT 7.30 P.M. ON THURSDAY 2ND MAY 2019
IN THE ASTROP ROOM,
KING'S SUTTON MILLENNIUM MEMORIAL HALL**

PRESENT: Cllrs R Burrell (Chairman), A Alcock, R Field, T Forde, R Irving,
S Read-Maskell, R Sykes, D Wood, J Woodford

ABSENT: Cllrs M Bailey, J Creed, W Dowling

IN ATTENDANCE: Mrs A Le Druillenec (Clerk)

**Chairman's Announcement:
The Openness of Local Government Bodies Regulations 2014:**

01.19/20 TO ELECT THE CHAIRMAN OF THE COUNCIL:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to elect Cllr Burrell as Chairman.

**02.19/20 TO RECEIVE THE CHAIRMAN'S DECLARATION OF
ACCEPTANCE OF OFFICE, OR IF NOT RECEIVED, TO DECIDE
WHEN IT SHALL BE RECEIVED:**

Cllr Burrell signed the Chairman's Declaration of Office.

03.19/20 TO ELECT THE VICE CHAIRMAN OF THE COUNCIL:

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Forde to elect Cllr Irving as Vice Chairman.

**04.19/20 TO RECEIVE APOLOGIES AND APPROVE THE REASONS FOR
ABSENCE:**

Apologies had been received from Cllrs Bailey, Creed and Dowling.

RESOLVED: It was proposed by Cllr Alcock and seconded by Cllr Irving to Approve the Reasons for Absence submitted by Cllrs Bailey, Creed and Dowling.

05.19/20 TO INVITE DECLARATIONS OF INTEREST:

A. Disclosable Pecuniary Interests:

None.

B. Other/Personal/Non-Statutory Interests:

Councillor	Agenda Item	Reason
R Burrell	13.2 Appointment of Parish Council Representatives	Chairman and Trustee, KSMMH Committee of Management

C. To receive Requests for Dispensations:

None.

06.19/20 PUBLIC PARTICIPATION: AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE COUNCIL ON ITEMS LISTED ON THE AGENDA:

i) Agenda Item: 22.2.3: War Memorial: Mr Richard Solesbury-Timms, Chair, Middleton Cheney Royal British Legion & District introduced himself. The Branch would like to lay a wreath at the War Memorial in King's Sutton this year. The Branch plans to hold some of its meetings in the KSMMH, as well as in other venues in the district.

07.19/20 TO CONFIRM THE ACCURACY OF THE MINUTES OF THE MEETING HELD 4TH APRIL 2019: (previously distributed)

RESOLVED: It was proposed by Cllr Woodford and seconded by Cllr Forde to Approve the Minutes of the Meeting held 4th April 2019.

08.19/20 TO NOTE REPORTS FROM:

A. the Clerk: (previously distributed)

Minute No. 189.18/19A:

Mobile VAS adaptations: Northants Highways carried out the Cat and Genny survey at Mill Lane for the pole to accommodate a solar kit on 10th April 2019. The engineers are fairly confident that, despite the detection of telephone and electric and possibility of gas services in the verge, sufficient room exists for a post to be installed. However, there is the possibility that other buried services may be uncovered during the excavation works which may cause the installation of the post to be aborted.

An order had been placed for the post on 30th April 2019.

Minute No. 210.18/19: Training: (Agenda item 19)

Off to a Flying Start course: The 4 places on the course on 10th June at Raunds have been cancelled at no cost to the Council. Cllrs Read-Maskell, Wood, Alcock and Woodford were informed. Should the Council decide not to hold a Whole Council Development session there is an OTFS course at Litchborough on 23rd September 2019.

'Best Foot Forward': The course will be led by Lesley Sambrook-Smith, Deputy Chief Executive, Northants CALC. The course can be tailored to the

Council and topics requested, for which 2 weeks advance notice is required. The basic course covers topics for new councillors and aims to give more in-depth information about specific areas (e.g. Code of Conduct and Public consultation) for more experienced Members.

The dates offered are:

Monday 20th May 2019

Thursday 23rd May 2019

Tuesday 4th June 2019

Monday 17th June 2019

Start time: anytime from 6.30 p.m.

Duration: 2 hours

Minute No. 212.18.19: Pathfinder II Project:

The advice is to complete one of the forms to apply for the £3K to buy in expert advice etc....

Minute No. 213.18/19:

B.1: Grasscutting Contract 2019-2022: The Contractor signed the 3 year Contract on 25th April 2019.

Queries from residents re. the cutting of a highway verge and an area in the churchyard had been satisfactorily resolved.

The Contractor was complimented on the cutting of The Rec.

B.3: Thursday Bus: The bus service has been extended to 17th October 2019. Aynho Parish Council has agreed to support the service until the end of July.

B.3.1: Charlton stop: Newbottle Parish Council has been advised of the fare and route and asked to confirm whether they wish to use the Thursday Bus. The Coach operator has asked for 1 week's notice.

B.4.2: Garden Club grant: The Treasurer has written to thank the Parish Council for 'its valuable help toward the running costs of the Show'. The Treasurer will provide the accounts for the Show after 10th August 2019.

Other:

1. RoSPA Play Safety Annual Inspection: Scheduled for June 2019.

2. Replacement of Office equipment: Photocopying and scanning operations on the printer are no longer working. Printing from the laptop is still operational. It was **Noted** that the Clerk had been authorised to replace the laptop and printer as and when. (Minute No. FGP: 103.18/19 refers)

B. the Chairman:

i) Grasscutting of The Rec: The Chairman read out the email from a resident praising the work the Contractor does to maintain the grass on The Rec and verges.

B.1 Review of Annual Parish Meeting 2019:

Agreed: The County and District Councillors had provided informative reports and their contributions to the Meeting had been welcomed and appreciated.

i) Highway Priority Scheme: (referred to by Cllr Breese at the APM and followed up) As requested, Cllr Breese had been sent a list of priority schemes, including:

1. Astrop Road - the section leading up to the Playing Fields from junction

with Upper Astrop Road, particularly from Spring Cottage to the entrance to the Playing Fields. Large potholes.

2. Twyford Road - from the bridge over the river Cherwell to the gate at Cherwell Valley Silos. Poor, uneven road surface. Encourages drivers to use the smoother side which risks facing oncoming traffic.

3. Mill Lane - from corner by the Cemetery to M40 bridge. Several large potholes

4. Top end of Richmond Street - Orchard Way - leading on to Upper Astrop Road

5. Newlands - large potholes - particularly the junctions of Newlands/Blenheim Rise, Newlands/The Willows where road surface has virtually worn away

6. T junction at Dairy Ground and Cherwell Banks- used as a turning point

ii) Providing reports for those with impaired sight: (Concern raised by elector)

Agreed: To put out a notice inviting anyone with limited vision wanting to read reports to contact the Clerk, the notice to go out via the website 8 weeks before the APM.

iii) Tea and Coffee: Councillors were ambivalent but happy to provide if convenient to do so.

C. the Vice Chairman: Nil Report.

D. District Councillor: Nil Report.

E. County Councillor: Nil Report.

09.19/20 TO APPOINT THE RESPONSIBLE FINANCIAL OFFICER:

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Read-Maskell to Appoint the Clerk as the Responsible Financial Officer.

10.19/20 TO ADOPT THE TERMS OF REFERENCE AND RECEIVE NOMINATIONS TO COMMITTEES:

A. Planning Committee: (Membership 6, Quorum 3)

A.1 Membership:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Wood to Appoint Cllrs Bailey, Creed, Dowling, Forde and Sykes to the Planning Committee 2019-2020.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Alcock to Appoint Cllr Woodford to the Planning Committee 2019-2020.

A.2 Terms of Reference: (previously distributed)

Cllr Forde clarified the role of the Parish Council in Planning matters.

i) The Parish Council is a statutory consultee and is invited to make observations on planning matters. These observations are sent to the Local

Planning Authority (South Northamptonshire Council or Northamptonshire County Council). The Local Planning Authority decides the outcome of the planning application.

ii) The Parish Council must look at planning applications in relation to planning merits.

Agreed: To make No amendments to the Terms of Reference of the Planning Committee.

Adjournment for first Meeting of the Planning Committee to elect the Chairman

B. Finance Governance & Policy Committee: (Membership 5 incl. Chairman, Vice Chairman, Planning Committee Chairman Ex Officio, Quorum 3)

B.1 Membership:

Ex-Officio Members:

Chairman of the Parish Council: Cllr Burrell

Vice Chairman of the Parish Council: Cllr Irving

Chairman of the Planning Committee: Cllr Forde.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to appoint Cllrs Creed and Sykes as Members of the Finance, Governance & Policy Committee.

B.2 Terms of Reference: (previously distributed)

Agreed: To make No amendments to the Terms of Reference of the Finance Governance & Policy Committee.

11.19/20 TO ADOPT REMITS AND APPOINT COUNCILLORS FOR:
(Remits previously distributed)

A. Amenities:

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Field to:

- i) Appoint Cllr Dowling the Cllr for Amenities
- ii) Adopt the Cllr for Amenities Remit.

B. Cemetery:

RESOLVED: It was proposed by Cllr Field and seconded by Cllr Read-Maskell to:

- i) Appoint Cllr Creed the Cllr for the Cemetery
- ii) Adopt the Cllr for the Cemetery Remit.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Wood to Appoint Cllr Alcock as Assistant to the Cllr for the Cemetery.

C. Communications:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to:

- i) Appoint Cllr Wood the Cllr for Communications
- ii) Adopt the Cllr for Communications Remit.

D. Lighting:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to:

- i) Appoint Cllr Field the Cllr for Lighting
- ii) Adopt the Cllr for Lighting Remit.

E. The Recreation Ground:

RESOLVED: It was proposed by Cllr Wood and seconded by Cllr Sykes to:

- i) Appoint Cllr Dowling the Cllr for The Rec
- ii) Adopt the Cllr for The Rec Remit.

F. Traffic Calming and Highways:

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Field to:

- i) Appoint Cllr Sykes the Cllr for Traffic Calming and Highways (not Community Speed Watch)
- ii) Appoint Cllr Woodford as Assistant to the Cllr for Traffic Calming and Highways.
- iii) Amend the Cllr for Traffic Calming and Highways Remit at point 9 by replacing 'Street Doctor' with 'Fix My Street' and to Adopt as amended. Point 9 to read: Be active with online Fix My Street reporting and follow up.

12.19/20 TO ADOPT REMITS AND APPOINT WARDENS:**A. Tree Warden:** (No Remit)

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Woodford to Appoint Cllr Bailey as Tree Warden.

Agreed: To ask the Planning Committee to propose a Deputy Tree Warden.

B. Parish Paths Wardens: (Remit previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to:

- i) Appoint Mr Dave Hall and Mrs Anne Burrell as Footpaths Wardens
- ii) Adopt the Remit for the Footpaths Wardens.

C. War Memorial Warden: (Remit previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to:

- i) Appoint Mr Andrew Waite as War Memorial Warden
- ii) Appoint Cllr Field as Assistant to the War Memorial Warden
- iii) Adopt the Remit for the War Memorial Warden.

13.19/20 APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES:**A. King's Sutton Playing Fields Association:**

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Appoint Cllr Read-Maskell Parish Council Representative on the King's Sutton Playing Fields Association.

B. King's Sutton Millennium Memorial Hall Committee of Management:
(Meetings held 4 times per year + the AGM. Date of next Meeting: 20th May 2019)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Wood to Appoint Cllr Field Parish Council Representative on the King's Sutton Millennium Memorial Hall Committee of Management.

C. Poor's Allotment Trust:

(Parish Council nominees: Mrs Vicky O'Connor: Term of Office ends 2021;
Mrs Maureen Paterson: Term of Office ends 2019; Term of Office: 4 years)

RESOLVED: It was proposed by Cllr Burrell and seconded by Cllr Irving to Appoint Mrs Maureen Paterson as Parish Council nominee 2019-2023 on the Poor's Allotment Trust.

14.19/20 TO APPROVE THE CALENDAR OF MEETINGS TO MAY 2020:
(previously distributed)

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve the Calendar of Meetings to May 2020.

15.19/20 INSURANCE RENEWAL EFFECTIVE FROM 1ST JUNE 2019:

A. To Approve the renewal premium in the sum of £1,999.20:
(information previously distributed)

It was **Noted** that the Parish Council was insured with a robust service provider.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Forde to Approve the renewal premium in the sum of £1,999.20.
(Cheque No. 104899 was raised.)

16.19/20 FINANCE SCHEDULE:

HSBC Bank Accounts	Bank Statement @ 31.03.19	Cash Book Balance @ 26.04.19
Business Money Manager	£48,781.87	£76,569.81
Community	£1.00	£1.00
Money Market	£164,264.09	£164,264.09

A. To Approve the Payments:

To Approve

Cheque	Payee	Description	Amt (incl VAT)	VAT
104889	Cheney Coaches Ltd	Inv. 26389 ThursBusApr19	£484.00	
104890	KSM MH	Office Rent, Room Hire Apr 2019		

Cheque	Payee	Description	Amt (incl VAT)	VAT
104891	KSM MH	KS Youth Club Room hire Apr19		
104892	Aylesbury Mains Ltd	Inv.19060 Lp2Astrop Rd	£60.72	£10.12
104893	MarcusYoungLandscapesLtd	Inv. 3095 Dog Waste&Litter Servs	£562.80	£93.80
104894	Bridson Kneale Assoc Ltd	webhosting Apr 2019	£144.00	£24.00
104895	Northants CALC	Inv. 7525 Membership, IAS, DPO	£1,057.73	
104896	NALC	LCR Subscription	£17.00	
104897	A Le Druillenecc	Salary Month 2	£429.50	
DD	HMRC	Tax & NI Month 2	£280.81	
DD	NEST	Pension Month 2	£709.89	
104898	A Le Druillenecc	Office Supplies Inv. 0003614607	£101.39	£16.73
Total			£3,847.84	£144.65

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Read-Maskell to Approve the Payments.

B. To Note Receipts:

Receipts	Type	Payer	Description	Amt
02.04.19	Cheque	Aynho Parish Council	Inv. 0003.18/19	£73.00
02.04.19	Cheque	Aynho Parish Council	Inv. 0004.18.19	£83.00
04.04.19	Cash	F Mitchell	Thursday Bus 04Apr19	£71.00 ¹
11.04.19	Cash	F Mitchell	Thursday Bus 11Apr19	£54.00 ²
15.04.19	BACS	SNC	Precept 1st half instalment	£34,050.00
25.04.18	Cash	S Read-Maskell	Thursday Bus 25Apr19	£75.00 ³
30.04.19	Cash	S Boldero	ERB 361; Plot GAR72	£134.00
Total				£34,540.00

Notes on passenger numbers and fares:

¹ 5ppA (£5) 22ppKS (£66) APC owed £1

² 5ppA (0) 18ppKS (£54) KSPC owed £4

³ 3ppA (£15) 20ppKS (£60) APC owed £15

Noted.

C. To revise the Bank Mandate:

Members of the Finance Governance & Policy Committee and the Clerk were Authorised Bank Signatories to the Business Money Manager Account.

Membership of the Finance Governance & Policy Committee is un-changed.

Agreed: To make No changes to the Bank Mandate.

17.19/20 TO APPROVE THE ACCOUNTS FOR THE YE 31ST MARCH 2019:
(previously distributed)

RESOLVED: It was proposed by Cllr Sykes and seconded by Cllr Wood to Approve the Accounts for the year ended 31st March 2019.

**18.19/20 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN
(AGAR) 2018/19 PART 3:**

A.1 To consider the Internal Audit Service Report dated 11th April 2019:
(previously distributed)

Cllr Irving spoke to the Report to clarify the position¹ over the high level of reserves that had been commented on by the Internal Auditor.

¹ The Precept represented 80% of the Parish Council's annual costs. The reserves do not represent a full year's expenditure. The Council envisaged that reserves would be required to meet anticipated further expenditure on the Cemetery project and to use in the event of adverse developments that may arise with the reorganisation of Local Government in Northamptonshire.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Alcock to **Note** the Internal Audit Report with Reservations about the comments on the Reserves.

A.2 To Note the completion of the Internal Audit Report 2018/19 (p3 AGAR): (previously distributed)

The Internal Auditor had completed and signed off the Annual Internal Audit Report 2018/19 on 11th April 2019.

Noted.

B. To Approve Section 1 - Annual Governance Statement 2018/19 (p4 AGAR): (previously distributed)

B.1 To consider the measures taken in support: (paper setting out evidence of governance measures taken by the Council during the year 2018/19 previously distributed)

The Council considered the measures taken in support and concluded that:

1. It had put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. It had maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. It had taken all reasonable steps to assure itself that there were no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of the Council to conduct its business or manage its finances.
4. It provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.
5. It had carried out an assessment of the risks facing the Council and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. It had maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.

7. It had taken appropriate action on all matters raised in report from internal and external audit.

8. It had considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, had a financial impact on the Council and, where appropriate, had included them in the accounting statements.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to:

- i) Answer Yes to Statements 1-8 and to record that Statement 9 relating to Trust funds was Not Applicable
- ii) Approve Section 1 – Annual Governance Statement 2018/19.

C. To Approve Section 2 - Accounting Statements 2018/19 (p5 AGAR):
(previously distributed)

The RFO explained the reason for the annotation ‘re-stated’ to Boxes 4, 7 and 8 for the previous year ending 31st March 2018. The figures had been re-stated in accordance with the External Auditor’s guidance that unpaid Direct Debits had been incorrectly included as reconciling items in the Bank Reconciliation for the year ending 31st March 2018.

C.1 To Note the Bank Reconciliation to 31st March 2019:
(previously distributed)

Noted.

C.2 To Note the Explanation of Variances: (previously distributed)

The Council **Noted** the explanation of variances between the 2017/18 and 2018/19 Accounting Statements provided for Box 3 (Total other Receipts) and for Box 6 (All other Payments) of the Accounting Statements 2018/19.

RESOLVED: It was proposed by Cllr Irving and seconded by Cllr Sykes to Approve Section 2 - Accounting Statements 2018/19.

C.3 To Note the Level of Reserves to 31st March 2019: (Table of Reserves previously distributed)

Designated Reserves totalled £128,982. The Council was also considering the establishment of an earmarked contingency for Local Government reform in Northamptonshire.

Noted.

D. Period for the Exercise of Public Rights: To Note:

The period must be for 30 consecutive working days and include the first 10 working days in July.

D.1 The commencement date: 17th June 2019.

D.2 The website publication date for the unaudited and signed Statements: The day before the commencement date (16th June 2019)

The dates were **Noted**.

The Council wished to record its thanks and appreciation to the RFO.

19.19/20 TRAINING:**A. Whole Council 'Best Foot Forward' development session:****A.1 To consider organising an evening session at a cost of £234:**

Agreed: To hold a development training session for the Whole Council and the Clerk on Thursday 23rd May 2019 in the Astrop Room, KSMMH from 7 p.m. to 9 p.m.

A.2 To suggest the training content: (Whole Council Development Request form previously distributed)

Agreed: That the training should focus primarily on new Councillor induction training, whilst giving those Councillors with more experience in the role the opportunity to refresh their knowledge and review their understanding of their duties and responsibilities.

The Council would consider whether to follow up this session with a whole Council training session on strategy.

Action: the Clerk

B. To consider requests for places on other courses:

None.

20.19/20 PLANNING:**A. To consider Recommendations from the Meeting held at 7.00 p.m. on 2nd May 2019:**

A.1 Application No: S/2019/0704/FUL

Proposal: Raising of roof pitch and loft conversion

Location: Little Bank, 4 Richmond Street, King's Sutton. OX17 3RS

Cllr Burrell declared a personal interest. Reason: Neighbour Consultee.

RESOLVED: It was proposed by Cllr Forde and seconded by Cllr Alcock to offer NO OBJECTION.

A.2 Application No: S/2019/0712/TCA (FOR INFORMATION)

Proposal: 50% reduction on height of leylandi trees to boundary of garden at property

Location: Spring Cottage, 61-63 Astrop Road, King's Sutton OX17 3PS

Noted.

21.19/20 CONSULTATION ON SNC DRAFT HOUSING STRATEGY: TO CONSIDER A RESPONSE:

(information on SNC website from 18th April - 15th May 2019
www.southnorthants.gov.uk/HousignStrategyConsultation)

Cllr Forde spoke to this item.

SNC exercised responsibility for guiding and facilitating housing development. Parish level Housing Need Surveys were mentioned in Appendix A.

Agreed: To **Note** the key elements of the Strategy.

22.19/20 COUNCILLOR AND WARDEN REPORTS: TO RECEIVE REPORTS AND PUT QUESTIONS TO:

A. Councillors For..:

A.1 Amenities: Nil Report.

A.2 Cemetery:

A.2.1 Maintenance: Cllr Alcock will re-furbish the bench seats, the lychgate and other gates.

A.3 Communications: Nil Report.

A.4 Lighting: Nil Report.

A.5 The Rec:

A.5.1 Memorial Seat to Cyril Wheatcroft: The seat had been restored and reinstalled on the Rec at no charge to the Parish Council.

Agreed: To send a letter of thanks to Mr Dave Essex.

Action: the Clerk

A.6 Traffic Calming and Highways:

A.6.1 VAS Adaptations: Following the Cat and Genny survey an order had been placed for the post on Mill Lane.

The Clerk was thanked for her perseverance in this project.

B. Wardens:

B.1 Rights of Way: Nil Report.

B.2 Trees: Nil report.

B.3 War Memorial:

B.3.1 Remembrance Service: (Public Participation refers)

Agreed: To raise NO OBJECTION to the request for the Royal British Legion Middleton Cheney branch to lay a wreath.

C. Representatives:

C.1 King's Sutton Playing Fields Association:

C.1.1 To Note that the KSPFA have accepted the costs appertaining to the provision, installation and servicing of a dog waste bin:

Dog Waste Bin: £190 + vat Weekly Service: £2.80 + vat

C.1.1 To place an order with the Contractor:

Agreed: To place an order with the Contractor for the supply and installation of one dog waste bin and pole.

Action: the Clerk

C.2 King's Sutton Millennium Memorial Hall:

C.2.1 Date of next Meeting: 20th May 2019

C.3 Poor's Allotment Trust:

C.3.1 AGM: June 2019. (date tbc)

23.19/20 TO COMMENT ON ISSUES RELATED TO STREET AREAS:

A. Church Clock: The mechanism that worked the hands on the clock face was being monitored. A report would subsequently be sent to the installers of the clock.

B. Aircraft Noise and Altitudes: Councillors were unaware of any recent complaints.

24.19/20 TO RECEIVE ITEMS FOR THE NEXT MEETING OF THE FINANCE GOVERNANCE & POLICY COMMITTEE (14TH MAY 2019):

i) Review of insurance policy.

25.19/20 TO RECEIVE ITEMS FOR THE NEXT MEETING (THURSDAY 6TH JUNE 2019):

None.

The Meeting ended at 9.15 p.m.

DRAFT