

ALFRISTON PARISH COUNCIL

CLERK OF THE COUNCIL

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Minutes of a Meeting of the Parish Council held on Monday 21st July 2008 in the War Memorial Hall, Alfriston, commencing at 7.30pm.

Present: Cllr D. Monteath-Wilson, Chairman, in the Chair
Cllr J. Byford (arrived 1945 hrs)
Cllr S. Charlton
Cllr J. Dumelow
Cllr G. Ellis
Cllr R. Savage

In attendance: County Councillor J. Garvican
12 parishioners
P. Ayers Clerk
S. Smith Incoming Clerk

Public Questions

1. Mr Wilson pointed out that the two garden areas on the Tye turning circle near the URC Hall were in need of attention. Cllr Savage would approach the local business which had undertaken the work previously to ascertain whether or not they would be prepared to do so again.
2. Mr Wilson had observed 7 or 8 patches of tarmac within the paviers in the centre of the village. Cllr Charlton was already in touch with ESCC concerning the re-laying of paviers in the affected sections.
3. Mr Wilson reported that signs needed to be painted on the road surface at the West Street entrance and North Street exit from the Dene car park, as cars seemed to be using both in either direction at present causing safety hazards.
4. A resident complained about tables and chairs outside the Singing Kettle forcing pedestrians to use the highway rather than the pavement. Cllr Charlton had endeavoured to persuade the proprietor not to use public rights of way without success on four occasions. The Clerk would write seeking co-operation before referring the matter to ESCC for formal action. Residents pointed out that the positioning of the tables and chairs made it impossible to read the bus timetables.
5. Mrs Salmon complained that no benches remained on the Recreation Ground, and asked whether or not some could be provided. Cllr Savage would be reporting on his survey of benches on the Tye during the meeting.

211.0 CHAIRMAN'S WELCOME

Cllr Monteath-Wilson formally welcomed Mr Stephen Smith, incoming Clerk from 1st August and invited him to join Councillors and assist the current Clerk.

212.0 APOLOGIES FOR ABSENCE

Cllr Knights had telephoned indicating a delay at work, although he hoped to attend later. In the event of his non attendance, he had offered apologies and given a brief oral report to the Clerk to deliver.

213.0 MINUTES

213.1 Minutes of the Meeting held on 16th June 2008 had been published and circulated previously. They were taken as read and there were no amendments. Acceptance as

a true record was **proposed** by Cllr Dumelow, **seconded** by Cllr Ellis and **agreed**. The Minutes were signed by the Chairman.

214.0 REPORT FROM COUNTY COUNCILLOR

Cllr Garvican had ascertained that consideration of the Traffic Regulation Order for the Old Coach Road would be considered by the Lead Member in September. He had received the briefing note from the Clerk.

A meeting of the full County Council was to be held on Tuesday 22nd July, but there was nothing of significance to his ward being discussed.

He noted that the Berwick Way featured on the Agenda, and discussion was brought forward so that Cllr Garvican was aware of Members views. The Clerk confirmed that he had received a response from Cllr Lock to his complaint that work was not proceeding further. This indicated that higher priorities existed for the County Council's limited resources. The current stage had been constructed using money from the Tourism without Traffic project funded by central government, and in the absence of any further such assistance, the County Council was unable to take the project further in the foreseeable future. Members expressed concern at the safety hazard created by the partly finished track and suggested that the County Council should try harder to secure outside funding for a project that had been on the books for nearly 10 years. They noted that Cllr Lock was meeting Berwick Parish Council the following evening to discuss matters further.

The Chairman thanked Cllr Garvican for attending regularly during the year, and he left to attend another meeting.

215.0 REPORT FROM DISTRICT COUNCILLOR

In Cllr Whitehead's absence, the Clerk confirmed that he had heard nothing further about Cllr Whitehead's future intentions.

216.0 APPOINTMENTS TO OUTSIDE BODIES

Cllr Dumelow had received one application for consideration for appointment as Parish Tree Warden and described the applicant's qualifications. The vacancy was open for further applications until 31st July, but in the absence of any further interest, it was important to proceed quickly with an appointment. Accordingly, Cllr Dumelow **proposed** that she and the Chairman were delegated to consider applications received by the deadline and appoint the candidate considered most suitable. This was **seconded** by Cllr Savage and **agreed unanimously**.

217.0 THE TYE

217.1 Damage to surface of Tye

Cllr Savage was awaiting the autumn rains before deciding whether or not remedial action was needed. Generally, the area now looked much better.

217.2 Litter bins on Tye

Cllr Savage had made regular checks and not observed any problems. The matter would be removed from the Agenda.

217.3 Memorial Bench, Glebeland

The seat base was to be installed on Friday 25th July, with the seat itself following during the early part of the next week.

217.4 Other benches

Cllr Savage had undertaken a survey of all benches on the Tye and found 27. 18 of these were memorial benches and he suggested that it would be inappropriate to move these. Three others were old but in a serviceable condition, and two of those had been donated by local organisations. The Clerk would approach them for permission to move those benches to the Recreation Ground. There were 6 single plank seats, one in the course of refurbishment for transfer. He recommended that three benches and one seat were transferred and this was agreed. Members also agreed that the benches should be fixed securely on the Recreation Ground to prevent further disappearances.

Cllr Savage would draft a policy statement on benches for consideration at the September meeting.

217.5 Request for new Memorial Bench

The Clerk had received a further request for a memorial bench to a long term local resident and this was **agreed** on the **proposal** of Cllr Savage, **seconded** by Cllr Dumelow. The Clerk would make the necessary arrangements.

217.6 Damage to concrete posts

Cllr Savage reported that four of the new posts had been struck by vehicles and damaged. This was particularly prevalent in the turning circle. He had approached Mr Trowell, who would construct four new posts with extra re-inforcing rods at an installed cost of £30 each. Cllr Savage **proposed** that this price was accepted. This was **seconded** by Cllr Charlton and **agreed unanimously**.

218.0 ALLOTMENTS and RECREATION GROUND

218.1 Allotment availability

Cllr Byford confirmed that the third half plot was to be offered to a prospective tenant, leaving one person on the waiting list. She would follow up on tenants whose plots appeared unkempt.

218.2 Allotment 22

This plot had been left vacant for possible use as an extension to the car park for the Doctor's surgery. As this was no longer required, Cllr Byford recommended its re-instatement and re-letting after it had been rotavated. This was agreed and she would put work in hand.

218.3 Pavilion refurbishment

Cllr Byford had met with the Chairman of the Cricket Club to take stock of the present situation. The exterior required painting and the floor in the showers and toilets was not yet complete. The new lease would require the lessee to undertake work in the future, and accordingly the Parish Council should accept responsibility for external painting so that the Pavilion was handed over in good condition. She had obtained a quote of £480 plus VAT from Mr Trowell to paint the masonry and stain the timber. She **proposed** acceptance of this quote with a request for early completion so as not to delay the lease. This was **seconded** by Cllr Savage and **agreed unanimously**.

The Clerk had agreed with the Chairman of the Cricket Club that a sum of £1,373.70 remained available from Parish Council funds. A further small sum was under consideration. Taking account of the repainting work just agreed, a sum of £893.70 could still be spent, and Cllr Byford recommended that this was ring-fenced for allocation on application from the Cricket Club, once the new lease was in place, and this was agreed. Members noted that the electrical work already undertaken had not yet been paid for, and this and other outstanding work might be the subject of a further grant application in the autumn. Cllr Byford was pleased with the new facility now available and encouraged local people to use it to maximum advantage.

218.4 Licence for Sports Clubs

The draft lease had now been passed to the Cricket Club and would be considered fully at a meeting on 31st July. No queries had emerged from their initial scrutiny of the proposed lease.

218.5 Rating assessment

Notice of a rating assessment had been received. Two areas were to be queried, firstly the Valuation Office's contention that a large lounge area existed and secondly to ascertain from the billing authority whether or not any reduction in charge was available for a community facility.

218.6 Annual Playground inspection

Cllr Byford had received the report from the 2008 inspection and obtained a quote for the work needed from Mr Trowell at £260 plus VAT. Overall, the report was satisfactory, with just four areas needing attention. Cllr Byford **proposed** acceptance of Mr Trowell's quote. This was **seconded** by Cllr Dumelow and **agreed unanimously**.

218.7 Fencing adjacent to The Furlongs

Mr Trowell had effected emergency repairs to put the fence into a safer condition. Further work would be undertaken in due course.

218.8 Photoplod 2008

The annual event had raised over £22,000 for charity and the organisers had written thanking the Parish Council and its staff for their assistance. Preliminary notice had been

given that the 2009 event would take place on 6th June. Councillors agreed to make facilities available as in previous years and the Clerk would advise the organisers accordingly.

218.9 Benches

This matter had been covered in Minute 217.4 above.

219.0 COACH and CAR PARKS and PUBLIC TRANSPORT

219.1 Litter bin replacement

Completion of the work was still awaited, as priority was being given to other tasks at present.

219.2 VAT on parking charges

The Clerk would make contact with the new officer responsible to ascertain the current position.

219.3 White lines in Dene car park

The work was still out-standing. The Clerk would chase Wealden DC for a date and add the entry and exit signs to their list of work.

219.4 Lamp standards in Dene car park

The lamp standard had been replaced. Lights were now on during the day-time, possibly due to the recent power cut, and the Clerk had asked Wealden DC to take remedial action.

219.5 Car park clearance

The Clerk had purchased the petrol strimmer and face protectors, and sought repayment under his finance report. The machine was already in use and was not kept in the hut.

219.6 Charges for parking

Cllr Ellis would follow up for a response from Mr Crone at Wealden DC.

219.7 Service 125 Alfriston – Lewes

ESCC had confirmed that there would now be no major changes to this service.

Cllr Charlton had been told that the 126 service between Seaford, Alfriston and Eastbourne would cease from 1st August. The Clerk had received a copy of the re-tendering documents for a number of services, including the 126 and would supply a copy of the timetable proposed from 3rd September. There were minor timetable changes, but nothing of significance.

220.0 FINANCE

220.1 Invoices for payment – July

The Clerk presented invoices for July for consideration as follows:

ALFRISTON PARISH COUNCIL

	£
Clerk: admin and travel	41.69
wages	483.70
Inland Revenue	223.51
G P Pocock – Grasscutting 2005-2007	15,197.96
Viking Direct - Filing cabinets, laminator, shredder and trimmer	958.63
Viking Direct – General stationery, imaging drum and ink cartridge	324.58
Wealden DC – Litter bins to June	316.96
Wealden DC – Dog bins to June	126.78
Alfriston Heartstart – balance of mine takings in 2007/8	237.32
Sussex Association of Local Councils – residential training course	170.38
Trowell Building Services – Bench seat in Square	91.65
Playsafety Ltd. – playground inspection 2008	77.55
Sussex Association of Local Councils – 2 x day courses	58.76
South Downs Campaign – Membership	10.00
EDF Energy – Clock	6.65
EDF Energy Customers – Pavilion	36.25
TOTAL	<u>18,362.37</u>

CUCKMERE VALLEY PARISH COUNCIL

P. Ayers – wages	193.47
Inland Revenue	89.41
	<u>282.88</u>

WEALDEN DISTRICT COUNCIL

P. Ayers – wages	128.99
C. Burden – wages	333.48
D. Skertchly – wages	370.60
Inland Revenue	236.90
Wealden DC – quarterly settlement to June 2008	10,507.90
G P Pocock – Grasscutting 2005-2007	1,498.71
P Ayers – Purchase of strimmer and equipment	219.50
JB Architectural Ironmongery Ltd – new padlock and key – space 21	<u>102.65</u>
TOTAL	<u>13,398.73</u>

He gave an explanation for the exceptionally high level of payments in the month. Payments were approved on the **proposal** of Cllr Byford, **seconded** by Cllr Charlton, and **agreed unanimously**.

220.2 Statement of Finances

Councillors examined the Statement of Bank Balances on 20th July provided by the Clerk, and accepted them as follows:

	£
Precept deposit account	22,118.72
Current account	32,967.68
Savings account	5,484.27
Car Park Account	<u>1,360.23</u>
TOTAL	<u>61,930.90</u>

220.3 External Audit

Nothing further had been heard from the external auditors, but their consideration could not be completed before mid August, and a report was awaited after that time.

220.4 Bank mandate

The Clerk produced the new bank mandate form for completion by all authorised signatories, replacing his details with those of his successor. Those present completed the form, and the Clerk would follow up with Cllr Knights.

221.0 HIGHWAYS and TWITTENS

221.1 White lines in Winton Street

The lines had been removed.

221.2 Monitoring of traffic volume

Cllr Charlton had met the Police and ESCC officers concerning the survey. She suggested approaching them to each pay half of the costs of the survey, which would last for 12 hours from 0700 to 1900hrs. She would raise the matter at the September SLR meeting.

221.3 HGV Satellite Navigation systems

The Clerk had heard from PCSO Neve that systems were now available advising operators of weight limits that applied to particular roads, but of course there was no way of ensuring that the advice was heeded.

221.4 Sunken manhole

ESCC had now written to South East Water seeking repairs. Cllr Charlton would follow up later in the week.

221.5 Proposed closure of C39 Manse Corner

Cllr Charlton had been advised that the closure would take place on Monday 13th October from 0830hrs. Diversions would be set up via Winton Street and Litlington. She was in touch with ESCC officers about advance warning, and asked for the matter to be placed on the September SLR Agenda.

221.6 Berwick Way phase 2 – letter from Berwick Parish Council

The Clerk had received a response from ESCC, which had been dealt with under Minute 214.0 above.

221.7 Double yellow lines

The two missing stretches of narrow primrose lines had still not been repainted, despite frequent contact with Mr Johnson. May Gurney were understood to be responsible. The Clerk had covered this further lapse in his recent response to Mr Foden about earlier May Gurney complaints. Members asked that if there was no satisfactory response within a month, the matter be referred to the Director of Transport and Environment as a complaint.

221.8C39 flint wall

Cllr Charlton had met the landowner on site with both Clerks. She apologised for not involving other Councillors as things had moved forward in a very short timescale. The landowner was offering to the Parish Council a two foot wide section of land north eastwards from the Willows car park entrance for some 35 yards, provided that the flint wall was re-constructed in the newly agreed position. Local contractors and ESCC would be approached for quotes to construct the new wall. An application could be made for Heritage Lottery funding to undertake the work. She had approached a local estate agent to value the land and would approach a local solicitor to undertake the legal paperwork. If these tasks could be undertaken at a reduced rate, the full cost could be counted as match funding towards the project, and so would the value of the land. Local businesses and individuals would also be approached to contribute to the project.

221.9 Pedestrian crossing at Willows exit

There was still nothing to report and the matter would be placed on the September SLR Agenda.

221.10 Drainage problems

As nothing had been heard about the additional work needed to improve the situation at the junction of Deans Road and The Broadway, this matter would also be referred to the September SLR meeting.

221.11 May Gurney

The Clerk had just responded to ESCC, after allowing a cooling off period. However, it was clear that little action was being taken in a timely fashion.

221.12 Rope Walk site visit

Cllr Charlton had visited Rope Walk and found the area in a clean and tidy condition. She would continue to monitor the area, and the Chairman asked that if residents experienced any further bouts of anti-social behaviour, they recorded them in writing so that a dossier could be passed on to P.C. Keenan. A report was also awaited from PC Keenan

221.13 Illegal parking and emergency vehicles

The Clerk had written to St Bedes School about the offending vehicle, so far without any response. The Chairman reported that following the incident, letters had been sent to the Police and Fire and Rescue Service, copied to Norman Baker MP. The Police had visited the area subsequently, and had issued a number of parking tickets after alerting shoppers to their presence.

221.14 Frog Firle

Cllr Charlton was pleased to report that ESCC Safety Officers had visited the site of the Frog Firle Traffic Management scheme for 30 minutes and concluded that the southbound give way line did not provide a clear view of on-coming traffic and should be moved back by 7 – 8 metres. This was in line with the Parish Council's original request.

221.15 Flint wall in Market Square

Cllr Charlton reported that repair work had been completed.

221.16 Surface dip – West Street

Cllr Charlton had reported the need to raise a depression in the surface of West Street outside Hicks, newsagents. At present, water was collecting and pedestrians were being splashed as cars passed by.

221.17 Water leaks in North Street

A number of leaks in North Street had already been repaired, yet the sound of running water was still being reported at quiet times. Cllr Charlton had reported the problem to South East Water.

221.18 Car parking in Sloe Lane

Parking in the horseshoe area at the top of Sloe Lane was causing problems again, and Cllr Charlton asked for the matter to be placed on the Agenda for the September SLR meeting.

221.19 Overgrown land in Kings Ride

An area adjacent to 5, Kings Ride was in a very overgrown and untidy state following refusal of a planning application on the site. Cllr Charlton would approach Wealden DC and Sussex Police to ascertain their enforcement powers.

222.0 PARISH CLERK

222.1 Amplification equipment

The new speakers had been installed, but feedback had still been encountered at the start of the meeting. The Chairman apologised and hoped that the system would be in full working order for the September meeting.

222.2 Village of the Year competition 2008

Cllr Charlton and three other representatives from Alfriston had attended the announcement of those through to the next stage on Friday 4th July. Only during the announcement had it become clear that the villages in the under 1,000 residents category would not receive any awards. She had sought clarification from the Chairman of the Judges and just received a reply indicating that the judges did not feel that entries in the category reached the standards required by Calor. Cllr Charlton felt that this should have been made clear at the start of the process rather than putting candidates through a lot of work, time and expense. She felt it unlikely that she would be recommending entry in future years until the standards required had been clarified.

222.3 Vacancy for Clerk

The hand-over process was proceeding well and arrangements were now in place for the transfer of the computer and printer (on 28th July), and telephone (on 7th August). Files and filing cabinets would follow thereafter.

Mr Smith had already attended one SALC course with others booked and paid for over the coming months with a view to securing a professional qualification. This would enable the Parish to consider Quality status in future.

222.4 Village Directory 2008

The Clerk had just produced 50 copies of the new Directory and gave copies to each Member. He would place copies in the Village Store and Tricorn, post a copy on the website and send copies to everyone on his e-mail distribution list.

222.5 Carving from former Market Square horse chestnut tree

The Archdeacon was working to resolve complications that had arisen within the Church, and hoped to avoid the need for a Faculty Order by providing temporary accommodation for the carving for upto 18 months.

The Chairman asked that the carving was added to the Parish insurance cover as a separately identified object. A value would need to be obtained before that could happen.

222.6 New NALC guidance

The incoming Clerk would follow up the acquisition of a copy of the new 'White Binder' with SALC.

223.0 PLANNING

223.1 Planning Committee meetings

There had been no applications to consider during the month.

223.2 Decisions notified

WD/2008/0642/F Winton House, Winton Street: replacement of existing windows and other minor alterations including new french doors, new kitchen etc., also forming garage in outbuilding into a garden room. New flint wall within curtilage. *Granted with conditions.*

WD/2008/0645/LB Winton House, Winton Street: replacement of existing windows and other minor alterations including new french doors, new kitchen etc., also forming garage in outbuilding into a garden room. New flint wall within curtilage. *Granted with conditions.*

WD/2008/0977/F Follers Manor, Seaford Road: swimming pool, enclosure and garaging – all single storey. *Granted with conditions.*

WD/2008/1139/F Winton Street Farm Stables and Cottage, Winton Street: replacement of existing roofing materials on both properties with plain clay tiles. *Granted with conditions.*

WD/2008/1154/F Tuckvar, West Street: amendment to previously approved scheme. *Granted with conditions.*

WD/2008/1180/F Greyholm, Cuckmere Road: replacement of existing double garage with triple garage. *Granted with conditions.*

WD/2008/1195/LB The Chaise House, West Steet: removal of downstanding beam within living room and installation of new beam within depth of floor joists. *Granted with conditions.*

WD/2008/1298/F Friston Way, 8, Deans Road: single storey extension to provide a third bedroom, a bathroom and a study. *Granted with conditions.*

223.3 Local Development Framework – update

There was nothing further to report.

223.4 Advice on relevant planning issues

Wealden DC had issued guidance as to what areas were relevant grounds for consideration by Parish Councils when commenting on planning applications. Copies had been passed to members of the Planning Committee.

224.0 REPORTS FROM OUTSIDE BODIES

224.1 Alfriston and Cuckmere Valley Partnership

There was nothing to report.

224.2 Cuckmere Community Bus

The June meeting had considered a fares increase due to the effect of fuel price rises.

224.3 Festival

Cllr Savage reported that everything was ready.

224.4 Heartstart

Cllr Dumelow reported that the group had represented Responders at the 999 Display and Exhibition in Eastbourne on 5th and 6th July. They had experienced a busy month in June. Plans were in hand for a Save a Life demonstration event in September or early October.

224.5 Safer Wealden Partnership

Capt. Palmer had provided a report on the recent Police Panel meeting, which he had attended with Cllr Charlton and the Clerk. The Chairman hoped that Capt. Palmer would continue to represent the Parish at the six monthly meetings planned. Where individual concerns arose, these too could be progressed at the Panel meetings or brought to the Parish Council, when support was needed in securing a response from other authorities.

224.6 Wealden District Association of Local Councils

The Clerk had circulated copies of the Minutes of the meeting on 2nd July. There were no matters to be followed up.

224.7 Historical Society event

Cllr Byford felt that the Historical Society should be congratulated on their recent Tea and Memories event, which had proved fascinating for those able to visit. She hoped there would be a repeat to enable more people to attend.

225.0 RIGHTS OF WAY & COUNTRYSIDE

225.1 Condition of White Bridge

A visit from ESCC officers was awaited.

225.2 Old Coach Road

The matter had been covered in Minute 214.0 above.

225.3 Application by Newater Plc

No appeal appeared to have been made.

225.4 Possible bleeding canker

The School was dealing with its infected tree.

Cllr Dumelow had just received a report that several trees on the western boundary of the Recreation Ground appeared to have been infected. She would ask the new Tree Warden to make an urgent inspection, once appointed, and if confirmed, **proposed** that the Chairman and herself were authorised to proceed urgently with remedial work upto a ceiling price of £1,000. This was **seconded** by Cllr Savage and **agreed unanimously**.

225.5 South Downs Joint Committee

Cllr Dumelow had obtained a copy of the proposed Management Plan, which she was studying.

225.6 South Downs National Park

The Clerk understood that a decision on possible boundary changes could be made quite soon, but actual designation was still some way in the future.

225.7 Conserving the Elm population

The updated figures on the local elm population had still not been received.

225.8 Market Square oak

Cllr Charlton asked that a letter of thanks was written to Richard Green, who had not only donated the new oak tree, but whose staff had tended and cleared the area regularly since to ensure that the tree had the best possible start. Members were pleased to agree.

226.0 STRATEGIC PLANNING

226.1 Housing in Alfriston

On behalf of Cllr Knights, the Clerk reported that a favourable outcome to the highway assessment on the possible new allotment site near the entrance to Pleasant Rise Farm was expected, but had not yet been received in writing. No further steps would be taken until the result was clear.

226.2 Registration of allotment land

The Clerk had instructed solicitors and received back from them draft Statutory Declarations for completion by each individual and himself. Letters had just been despatched to each person concerned, and replies were awaited.

226.3 Sussex Rural Affordable Housing conference

Cllr Knights would represent the Parish Council at this event in Hassocks on Thursday 25th September.

226.4 Parish Plan

The aim was still to issue the questionnaire in September.

226.5 Emergency Planning

Cllr Knights would represent the Parish at Wealden DC's conference on 28th October.

227.0 CORRESPONDENCE

227.1 Public toilets

Wealden DC had responded confirming that they were re-considering their position.

227.2 Wealden Police Commander's messages

The two recent messages from Sussex Police were noted.

227.3 Rural Services conference

The Clerk had received details of the annual conference organised by Action in rural Sussex and this year concentrating on rural services. The event would be held on the afternoon of Friday 7th November at the Norfolk Pavilion, South of England showground, Ardingly. The Annual General Meetings of AirS and SALC would be held in the morning. Members were asked to advise the Clerk if they were able to attend.

228.0 DATE OF NEXT MEETING

The next meeting would be held on Monday 15th September 2008 at 7.30pm in the War Memorial Hall, preceded by Public Questions from 7.15pm.

Thanks to retiring Clerk

As this was Philip Ayers' last meeting as Clerk, each Member present spoke of their experiences working with him over his time as Clerk to the Parish Council. He was presented with a card and gift of a bench seat. Philip responded thanking members for all their good wishes. He understood that many others had also subscribed to the presentation and expressed his gratitude to everyone. His 5½ years as Clerk had been most enjoyable, and he was leaving with happy memories of each and every Councillor with whom he had worked, as well as Alfriston in general. He wished his successor well in his task, and would be happy to assist if needed whilst trying not to interfere.

Public Questions

There were none.

Signed: (Chairman)

Date: 15th September 2008.