



ST OSYTH PARISH COUNCIL



Notes of the Parish Council Conference Call held on Monday 23rd March 2020 at 2.00 pm

PARTICIPANTS: Chairman: Cllr. Sonia Grantham
 Vice-Chairman: Cllr. Alma Blockley, Cllr's, David Cooper, Ray French, Mandy Kelly, John Lockwood, Patricia Quay, Michael Talbot, Michele Thomas, Julie Ward & John White
 Cllr. Alan Goggin, Essex County Councillor

APOLOGIES: Cllr. Karen Sinclair (Illness)

NON-PARTICIPANT: Cllr. Mick Catt

MINUTES: Neil Williams

PUBLIC INVOLVEMENT: None

OM-19-241 MEMBERS DECLARATION OF INTEREST:

The Chairman advised Councillors, that under Section 31 of the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, they had a responsibility to declare any Pecuniary or Non-Pecuniary Interests in any matter to be discussed.

Cllr. Lockwood declared Non-Pecuniary Interests in respect of planning application 20/00152/FUL.

OM-19-242 PLANNING APPLICATIONS:

	APPLICATION & ADDRESS	PROPOSAL
a.	19/01882/DETAIL Mr J Hart Car Breakers Yard Cockett Wick Lane, St Osyth	Application for approval of all reserved matters following outline application 16/01770/OUT (allowed at appeal APP/P1560/W/18/3202670). Having objected to the Outline Application (16/01770/OUT refers), the Parish Council has strong reservations with regards to this application and would earnestly request that the District Council ensure that the site is used only as holiday accommodation, and is not granted residential status, by way of a further application.
b.	20/00144/FUL Mrs J Georgiou 139 Point Clear Road St Osyth	Proposed rear and side ground floor extension and first floor extension. Whilst the Parish Council has no objections to this application, Councillors would request that any window overlooking the neighbouring properties be fitted with obscured glass.

c.	20/00149/FUL Mr Stride 361 Point Clear Road St Osyth	Proposed removal of the existing pitch roof, construction of a new pitch roof to allow first floor accommodation. Erection of new entrance lobby. No objections.
d.	20/00152/FUL Miss Pitman 172 Point Clear Road St Osyth	Sub division of site to form separate building plot, erection of detached bungalow and formation of parking spaces. The Parish Council strongly object to this application which is considered to be a gross overdevelopment of a site by way of backland development. If approved, there would be a considerable reduction in the amenity space of both the proposed dwelling, as that approved under planning application 17/00608/FUL.
e.	20/00251/TCA Mr L Thompson 7 Spring Road St Osyth	1 No. Sycamore - Repollard. The Parish Council refers this application to the TDC Tree & Landscape Officer for consideration.
f.	20/00253/FUL Mr Kluss Tamarisk Oakmead Road St Osyth	Replacement dwelling following demolition. Whilst the Parish Council has no objections to this application, Councillors would request that any window overlooking the neighbouring properties be fitted with obscured glass.

OM-19-242 PLANNING CORRESPONDENCE:

The following correspondence was noted:

- a. Tendring District Council (TDC) weekly Notification of Decisions (Determinations) from 14th February 2020 to 6th March 2020.
- b. Correspondence from Tendring District Council regarding the update on the Tendring District Local Plan.
- c. Correspondence from St Osyth Parish Council to Tendring District Council in respect of Public Open Spaces Contributions. Cllr Ward stated that the Clerk was to be congratulated for having written an excellent letter.

OM-19-243 MINUTES OF THE ORDINARY MEETING OF FEBRUARY 2020:

The Clerk informed the Council that as the meeting was taking place by way of a conference call, and that the Chairman was not physically present to sign the Minutes of the meeting of 20th February 2020, the Council could only agree the Minutes at this stage. The Clerk continued that the Minutes would, together with those of the meeting of 19th March 2020, have to be formally approved once the Council was able to meet in person, at which time the Chairman would sign both sets of Minutes.

The Clerk added that he was awaiting further guidance from the National Association of Local Councils (NALC) with regards to holding meetings via virtual means, stating that until such time as further instructions were received, he would refer to the written record of the meeting as notes of a conference call as opposed to Minutes.

The Clerk concluded by stating that there was currently no provision in law for conference calling and that the guidance issued by NALC was for the Council to delegate power to the Clerk, by way of Section 101 of the Local Government Act 1972, and that the Clerk should consult with a member or members, before any decision was made by the Clerk.

Cllr. Talbot stated that he would have suggested that powers be delegated to the Clerk, who in turn was to consult with the Chairman.

RESOLVED: That in accordance with Section 101 of the Local Government Act 1972, the Parish Council delegate power to the Clerk, who should consult with the Chairman prior to making any decision on behalf of the Council. The motion was proposed by Cllr. Talbot and seconded by Cllr. Ward. All agreed.

OM-19-244 SUMMARY OF ACTION:

- a. OM-19-224 c. The Clerk informed the Council that Cllr. Sinclair had attended the meeting of the Essex-Wide Bus Shelter Project, and that he [the Clerk] would forward Cllr. Sinclair's notes of that meeting to members of the Council.
- b. OM-19-227 b. The Clerk informed the Council that Cllr. Quy would report on the clarification of footpaths during her report to the Council.
- c. OM-19-227 c. The Clerk informed the Council that having been notified of damage to several bin locks by Cllr. Catt, the Community Warden had inspected the respective bins. The Clerk continued that due to the wear and tear of the locks, the Community Warden was unable to make any repairs to the door locks, and that the latter had suggested that he liaise with either the manufacturer or a local contractor to establish how the matter could be resolved.
- d. OM-19-227 d ii. The Clerk informed the Council that the Chairman had met with a representative of Amberol, and that an update would be provided by the Chairman during the course of the meeting.
- e. OM-19-227 h. The Clerk informed the Council that Cllr. Lockwood would report on the use of historic publications during his report to the Council.
- f. OM-19-228 a vii. The Clerk informed the Council that he had received an email from a representative of the Brightlingsea Heritage Camera Project with regards to a meeting to discuss how St Osyth Parish Council could support the project, but that given the current situation with COVID-19, any meeting would have to be put on hold for the time being.
- g. OM-19-228 a viii. The Clerk informed the Council that he had yet to write to Brightlingsea Harbour Commissioners with regards to the recent works on the St Osyth salt marshes.

- h. OM-19-233. The Clerk informed the Council that the Chairman had included the closure of Dumont Avenue play area in her report in the Parish magazine and that Cllr. Talbot had discussed the allocation of Public Open Spaces Contributions with the District Councils Head of Public Realm.
- i. OM-19-234. The Clerk reminded the Council of the Chairman's request that all Council related emails be sent via blind copy (Bcc).
- j. OM-19-235. The Clerk reminded the Council that the Bel Air Chalet Estate would be added to the itinerary for the Annual Parish Appraisal.
- k. OM-19-236. The Clerk informed the Council that the design of the signs for the 'Happy to Chat' benches had been drafted and agreed by the Chairman, but that he would not print them until such time as social distancing restrictions were lifted.
- l. OM-19-237. The Clerk reminded the Council that an invitation to a representative of the Domestic Abuse Legal Advice Service (DALAS) to attend a meeting of the Council would be placed in abeyance for the immediate future.
- m. OM-19-238 b. The Clerk informed the Council that he had again reported the blocked drains at the Orchards Roundabout to Essex Highways.

OM-19-245 PUBLIC PARTICIPATION: None

OM-19-246 CORRESPONDENCE:

The following correspondence was noted:

- a. Correspondence between the Parish Council and QinetiQ in respect of range activity at MOD Shoeburyness its impact on the residents of St Osyth and Point Clear was noted.

The Clerk suggested that given the response of QinetiQ, in which it stated that the activity at Shoeburyness was not affecting the residents of the Parish, he [the Clerk] was more than willing to write a further letter. The Clerk cited examples of damage to properties which could not be attributed to anything other than the effects of the explosions / detonations at MOD Shoeburyness.
- b. Correspondence from a resident of Brightlingsea concerning the Brightlingsea Heritage Cameras Project.
- c. Correspondence from a resident of London concerning the establishment of a new bus route. The Clerk informed the Council that he had replied to the enquiry, advising the originator of the need to liaise with the Traffic Commissioner.

- d. Correspondence from a resident concerning recycling. The Clerk having narrated the correspondence to the Council, the Chairman invited Cllr. Talbot to respond.
 - i) Cllr. Talbot informed the Council that the provision of recycling containers, similar to those used for glass outside the village hall was not possible.
 - ii) He continued that the current recycling system was governed by cost, and that he considered the scheme to be value for money.
- e. Correspondence from a resident regarding the Councils proposed response to the Public Consultation in respect of Bradwell Nuclear Power Station.
- f. Correspondence from Bradwell Power Generation Company Ltd concerning Stage One of the Public Consultation in respect of the Bradwell B Project. The Clerk continued that a meeting planned for 24th March 2020 had been cancelled.
 - i) Cllr. Goggin informed the Council that the meeting on the 24th March was actually an exhibition, which was to have taken place between 2 pm and 8 pm. He continued that the exhibition has been cancelled until such time as members of the public could be present.
 - ii) Cllr. White informed the Council that any decision with regards to the Bradwell B Project would be that of the Government, and that it would be at least four years before a decision was made.
 - iii) The Clerk informed the Council that he would forward to Councillors an email containing the consultation document of 146 pages, together with the summary of 36 pages.

OM-19-247 FINANCE:

- a. Approval of payments for February 2020, as per the circulated lists were agreed by the Council.
- b. The following balances were noted and agreed:

Current a/c £ 93,199.76
Deposit £ 53,056.68

OM-19-248 REPORTS FROM COMMITTEES:

- a. **Cemetery Committee:**
 - i) The Minutes of the meeting of 9th March 2020 having been previously circulated, the Chairman invited questions to Cllr. Thomas, in her capacity as Chairman of the Cemetery Committee. The following points were raised:

- a) Cllr. Grantham suggested that due to the COVID-19 pandemic, letters requesting the removal of inappropriate items from the Cemetery be put in abeyance for the time being. All agreed.
 - b) Cllr. Grantham informed the Council of the recent use of the Chapel, which was to have seen some 30 mourners gather for a funeral. Cllr. Grantham continued that although this number had reduced to 12, it warranted consideration as to the use of the Chapel. Cllr. Grantham subsequently suggested that until the COVID-19 pandemic ceased to pose a threat to the public, the Chapel should not be used and that all burial services should only be held at the graveside. All agreed.
- ii) The Clerk reminded the Council of the requirement to approve the setting of the Cemetery fees, as recommended by the Cemetery Committee on 9th March 2020.

A conversation followed, during which Councillors discussed the suggested increase to the fees. Cllr. Grantham suggested that in future it would be better to have an annual increase, rather than a sudden increase in fees after a number of years. Cllr. Ward stated that the Committee had in the past considered increasing fees, but that the previous Chairman of the Committee had always been against any increase. The Clerk subsequently reminded the Council of the comparison in fees for the current year and those proposed for 2020/2021, as recommended by the Cemetery Committee.

RESOLVED: That the Council ratify the recommendation of the Cemetery Committee to increase fees for 2020/2021, as recommended by the Cemetery Committee at its meeting on 9th March 2020, under reference C-19-051 a - g. The motion was proposed by Cllr. Talbot and seconded by Cllr. Lockwood. All agreed.

b. **Finance Committee:**

- i) The Minutes of the meeting of 16th March 2020 having been previously circulated, the Chairman invited comments or questions from those present. None were forthcoming.

OM-19-249 REPORTS FROM WORKING GROUPS:

- a. **Blooms in St Osyth:** The Chairman reported that she had met with a representative of Amberol to discuss the provision of mounted planters either side of the village sign on The Bury. The Chairman continued that she had subsequently ordered the planters.

b. **Highways Working Party:**

- i) Having been previously circulated, correspondence to Essex Highways with regards to the consideration of planning applications was noted.
- ii) The Clerk informed the Council that repairs to the footways along D'arcy Road, as part of the Member-Led Repair Programme, had been completed. Cllr. French responded that the residents were delighted with the repairs.
- iii) The Chairman enquired of Cllr. Goggin as to whether the Highways Devolution scheme and the Member-Led Repair Programme were to continue in 2020/2021. Cllr. Goggin stated that he did not know but would make every effort to find out.
- iv) Cllr. Goggin stated that Councillors should be proud of the Council, which had again taken the lead in an initiative, using the system to its advantage.
- v) Cllr. Goggin informed the Council that each County Council Member was being allocated £10,000.00 to use within their respective wards, which in the case of Cllr. Goggin would see £2,000.00 be available for use in St Osyth. He concluded by informing the Council that he was unaware of the criteria for its use, but that he would make enquiries in time for the next meeting.

c. **Martin's Farm Country Park:** The Chairman informed the Council that the meeting scheduled for Wednesday 18th March 2020 had been cancelled and that a conference call would be arranged.

d. **Playground, Youth & Open Spaces Working Party:** The Chairman informed the Council that the meeting scheduled for Tuesday 17th March 2020 had been cancelled and that a conference call would be arranged.

OM-19-250 REPORTS FROM REPRESENTATIVES:

a. **Essex County Council:** Having been present from the beginning of the conference call, Cllr. Goggin stated that it was good to hear reports which he would ordinarily miss, due to attending the meeting of Brightlingsea Town Council before attending the Parish Council meetings.

Cllr. Goggin subsequently gave an overview of the following:

- i) That following the Fatal Road Collision on the B1027 on 12th March 2020, the County Council had dispatched a team to survey the site for any highway related fault that could have caused the collision. Cllr. Goggin continued that he had no further information with regards to the collision, other than that discussed with the press.
- ii) That the County Council was putting in place a number of measures to counter/ reduce the spread of the COVID-19 pandemic, including the closure of parks.

- iii) That the County Council had extended the use of bus passes for the elderly and those with disabilities by removing the time restrictions.
 - iv) That the meeting of the Local Highways Panel had been cancelled and that consideration was being given as to how the Panel could continue to progress business.
 - v) That it had been good to see Cllr. Sinclair present at the Transport meeting held on 6th March 2020. Cllr. Goggin continued that he was surprised by how many Town or Parish Councils had not been present.
 - vi) That he had attended the Pride of Tendring Awards, where Billy Taylor, St Osyth Boxing Club, had been a deserving recipient.
 - vii) Cllr. Goggin thanked the Parish Council for the use of the Committee Room, enabling him to hold a working party meeting to discuss concerns in respect of the B1027.
 - viii) That Brightlingsea Town Council had organised a meeting to discuss future plans at Bradwell, during which a Councillor from Mersea Island had been present. Cllr. Goggin continued that he had expected the Councillor to speak on behalf of Mersea Town Council, however, when given the opportunity to speak, the Councillor had spoken on behalf of the Green Party, putting forward what could only be described as biased views.
 - ix) A discussion ensued as to Martin's Farm Country Park, during which time the consensus was that the park could remain open provided that the advice regarding 'social distancing' was adhered to.
- b. **Essex Police:** Having been previously circulated, the Council reviewed the Crime statistics for January 2020.
- i) Cllr. Kelly informed the Council of offences in Point Clear and Point Clear Bay by location and where practicable the status of the investigation.
 - ii) Cllr. Cooper informed the Council of offences in St Osyth and St Osyth Beach by location and where practicable the status of the investigation.
- c. **Footpaths:** Cllr. Quy informed the Council that she was still working on the map of the footpaths, and that she had yet to speak to Sarah Potter, ECC Public Rights of Way (PRoW) officer.
- d. **Benches & Litter Bins:** No report given.
- e. **Planters:** Nothing to report.

f. **Tree Warden:** Nothing to report.

g. **Tendring District Association of Local Councils (TDALC):**
Cllr. Talbot gave the following report:

There have been no meetings of TDALC since the last meeting on 20th February 2020.

As members know I have been a bit unwell and confined to my bed. I am now back in action, but have decided that I no longer trust myself to drive the 89 mile return journey to Great Dunmow for meetings of the Essex Association of Local Councils (EALC) and at the TDALC AGM I intend to ask that I be replaced as their EALC Executive member, having represented our 27 Parishes and Towns Councils since 2005.

h. **District Councillor's Report:**

i) Cllr. Talbot gave the following report:

To date the effect of the Governments advice, which includes not holding unnecessary meetings and to find other methods of decision making, has led to the cancellation or deferment of almost all District Council Meetings.

The Chief Executive, Ian Davidson, in consultation with the Council Leader, Cllr. Neil Stock, and the other members of his management board have agreed interim measures to ensure that Tendring can still function as a Local authority and at the same time expanding greatly the telephone and internet enquiry means available to members of the public.

ii) Cllr. White reported that the District Council had a statutory requirement to consider planning and licensing applications, and that on 24th March 2020, he would be meeting with the District Councils Head of Planning and Legal Officer to discuss how best to continue dealing with planning and licensing applications. Cllr. White concluded by giving an overview of delegated decisions by Planning Officers which accounted for approximately 90% of applications received, with the remainder being considered by the Planning Committee.

i. **Website:** Cllr. Lockwood informed the Council that having been due to visit family in Norway, he had little to report. He suggested that he put the guidance for the delivery of prescriptions and groceries on the website. All agreed.

j. **Community Speed Watch:** Cllr. Cooper informed the Council that all Community Speed Watch activities had been cancelled until further notice.

OM-19-251 REPORTS FROM NOMINATED REPRESENTATIVES & TRUSTEES:

- a. **St Osyth Almshouse Charity:** In the absence of Cllr. Sinclair, Cllr. White informed the Council that work to strip the roof of one of the Almshouses in Clacton Road would begin on 15th April 2020, with the overall cost of repairs likely to be in the region of £30,000.00 to £40,000.00.

Cllr White continued that the occupant of the Almshouse did not want to vacate the property during the work, so the repairs would continue with the occupant present.
- b. **St Osyth Playing Field Charity:** Nothing to report.
- c. **Point Clear Community Association:** Nothing to report.
- d. **Village Hall Management Committee:** Cllr. Thomas informed the Council that with the exception of the Parish Council, the Village Hall was closed to all users.
- e. **St Osyth Priory & Parish Trust:** The Chairman gave the following report:
 - i) That a meeting had been held on 20th March 2020, to appoint a Project Manager.
 - ii) That the submission of the education funding bid was pending.

OM-19-252 COWLEY PARK:

At the request of the Chairman, the Clerk informed the Council of the recent meeting between the Chairman, Cllr. Thomas, the Clerk and Mark Shuttleworth, to discuss the transfer of assets following the dissolution of the Cricket Club to the Parish Council/Playing Field Charity.

- a. The Clerk reported that with the exception of some cricket equipment, such as stumps, balls etc, the main assets were the mowers and roller for the maintenance of the cricket square, and other items. The Clerk informed the Council that these items had been added to the Playing Field Charities insurance policy.
- b. Cllr. Thomas informed the Council that whilst the meeting had been taking place, the Community Warden had been inspecting the condition of the pavilion with a contractor, after the decorator tasked with repainting the pavilion had raised a number of concerns as to its condition. The Community Warden and contractor had subsequently joined Chairman, Cllr. Thomas, the Clerk and Mark Shuttleworth, to discuss the options available. The consensus was that either the existing rendering needed to be completely replaced or that composite cladding be used to cover the pavilion. Although the cost of any cladding was likely to be very expensive, all present agreed that this would be the best option. The Community Warden was requested to obtain a quotation to supply and fit the cladding.

- c. Cllr. Thomas informed the Council that she had asked the Clerk to investigate a number of issues including:
- i) The use of the pavilion bar by the football club;
 - ii) The PAT testing of electrical items within the pavilion; and
 - iii) The level of Public Liability held by the football club.
- d. The Chairman informed the Council that having asked the advice of Mark Shuttleworth concerning the retention of the cricket square, the latter had suggested maintaining the square for a period of two years, so as to allow for anyone moving into the new properties within the village to re-establish a cricket club if the desire was there. Mr Shuttleworth suggested that thereafter, the Parish Council could, if it wanted to, remove the square in the knowledge that an attempt had been made to retain it.

The Chairman concluded by informing the Council that it had been a rather depressing meeting, given that the Cricket Club had been in existence for almost 100 years. The Chairman continued that it was unlikely that any grants would be available to offset the cost of the cladding of the pavilion, and that due to the cost involved with the 'making good' of the pavilion, and the option to sell some of the assets, it would be sensible for all Councillors to meet at the pavilion, once restrictions of gathering were lifted

OM-19-253 ESSEX-WIDE BUS SHELTER PROJECT:

In the absence of Cllr. Sinclair, the Clerk reminded the Council that he would forward to Councillors the report prepared by Cllr. Sinclair on the meeting of 6th March 2020.

OM-19-254 COPFORD PARISH COUNCIL DOG EXERCISE AREA:

Cllr. Ward reported that having visited the exercise area together with Cllr. Blockley and the Community Warden, it had been ascertained that the facility was a large, fenced area, which although thick with mud, was well used. Cllr. Ward continued that dog owners did clear up after their dogs, and that whilst in theory it was a good idea, the fact that the fencing alone had cost approximately £20,000.00 was a cause for concern. Cllr. Ward concluded that the Community Warden was obtaining costings to fence a similar sized area in order for the Council to be able to make an informed decision as to whether it was worth progressing the idea of an exercise area at a site such as Cowley Park.

OM-19-255 PROVISION OF WHEELCHAIR ACCESSIBLE TOILETS:

The Chairman gave an overview of the meeting of 6th February 2020, attended by the Chairman and Clerk as representatives of the Parish Council, Ian Taylor, Head of Public Realm and Andy Nepean, Public Realm Operations Manager, representing Tendring District Council and Mr James McColl Smith, representing the Point Clear & St Osyth Disabled Persons Club.

The Chairman informed the Council that a number of options had been discussed, including the conversion of the existing toilets in Church Square or those at the Village Hall. Given the space required to accommodate wheelchair users at either location, which Mr McColl Smith requested be accessible 24 hours a day, it was suggested that as a temporary measure, a portable wheelchair accessible toilet be placed at the Village Hall, there being no space behind the toilets in Church Square, so as to ensure that the village had a 24 hour facility, the use and subsequent need for which could be monitored accordingly.

The Chairman concluded by informing the Council that all present at the meeting had been in agreement that the ideal location for a wheelchair accessible toilet facility would be on the site of the proposed village car park.

Following the meeting Mr McColl Smith wrote to the Clerk stating that he was of the opinion that the Village Hall could not be considered a suitable location for the portable toilet, and that he endorsed the suggestion of a wheelchair accessible toilet facility on the site of the proposed village car park.

OM-19-256 WASTE AND RECYCLING:

The Chairman informed the Council of the meeting of 11th February 2020 with Jonathan Hamlet, Tendring District Council Street Scene Manager, during which the following points had been discussed:

- a. The role and availability of the District Councils Dog Warden;
- b. Litter along Beach Road;
- c. Scheduled litter picks; and
- d. The cleaning of the Conservation Area.

Having given an overview of the meeting, the Chairman concluded by stating that it had been a productive meeting.

OM-19-257 ANNUAL REPORT:

At the request of the Chairman, the Clerk informed the Council that as a result of Government guidance concerning public meetings, the decision had been made to cancel the Annual Parish Meeting until such time as meetings were permitted. This, the Clerk continued, meant that it would be sensible to delay the publication of the Annual Parish Report until such time as the date for a meeting could be confirmed, thereby enabling the Report to be included in the Parish Magazine. All present agreed this to be a sensible option.

OM-19-258 FURTHER MATTERS:

- a. The Chairman informed the Council of the measures being put in place to ensure the safety of the Parish Council staff, whilst ensuring that business could continue as normal as possible. This, the Chairman continued, would include the staff working from home where possible, together with the use of the conference call system to facilitate communications between Councillors and staff.

Cllr. Goggin added that the Parish Council should ‘pat itself on the back’ for its approach to overcoming problems arising from the COVID-19 pandemic.

- b. Cllr. Lockwood stated that the Chairman, Cllr’s Blockley, Sinclair, Thomas and Ward were to be congratulated, together with the Church and the volunteers who were coming together to ensure that vulnerable residents would continue to receive prescriptions and groceries.

There being no further business the meeting was closed at 4.25 pm.

Notes of the Parish Council Conference Call held on Monday 23rd March 2020		
OM-19-244 a	Essex-Wide Bus Shelter Project	Clk to email to Cllr’s
OM-19-244 c	Repair of Bin Door Locks	C/W to action
OM-19-244 g	St Osyth Salt Marshes	Clk to write to BHC
OM-19-246 a	MOD Shoeburyness	Clk to write to QinetiQ
OM-19-249 b iii	ECC Member-Led Repair Programme	Cllr. Goggin to action
OM-19-249 c	Martin’s Farm Meeting to be rearranged	Chairman/ Clk to action
OM-19-249 d	Open Spaces meeting to be rearranged	Chairman/ Clk to action
OM-19-252 b	Maintenance of Pavilion	C/W to obtain quotations
OM-19-252 c i - iii	Use of Pavilion (Concerns)	Clk to action
OM-19-252 d	Inspection of Pavilion by Councillors	Following COVID-19

Signature: *[Signed on Original]*
 SW Grantham
 Chairman