

Wednesday 23rd June 2021 – Public Meeting commenced at 7.30pm in front of the Village Hall

Present: J Miller (Chair), M Clements (Vice-Chair), K Goudy, K Baker, M Helliwell, M Reeve, J Harbidge, N Hardman, K Hall-Price (Clerk), District Cllr R Eburne, District Cllr K Welham, County Cllr A Stringer, 0 members of the public.

1. **Welcome & Apologies:** The Chairman welcomed everyone to the June 2021 meeting the first official face to face Parish Council monthly meeting. The Chairman stated that anyone who wished to wear a mask was welcome to do so, however it was agreed that as the meeting was taking place outside and Cllrs were socially distanced. Cllr Baker has confirmed that she will be arriving late to tonight's meeting as she is attending the Gipping Parish Meeting followed by the Margaret English Trust meeting before joining the Parish Council meeting. Cllr Baker arrived at 8.03pm Cllr Ratcliffe has sent his apologies for tonight's meeting as he has work commitments.
2. **Dispensations and to receive any declarations of personal/prejudicial interest.**
 - a) To consider any requests for dispensations – No new requests received.
 - b) To note existing dispensations. The standing dispensation for Cllr Clements in respect of the proposed development land between Silver Street and Finningham Road and Cllr Reeve in respect of the proposed development of the Greenacres Site.
3. **To approve the minutes of the meeting held on 5th May 2021.** It was proposed by Cllr Helliwell and seconded by Cllr Goudy to accept the minutes as true and accurate and they will be signed accordingly by the Chairman.
4. **Clerks report following May meeting.**
 - Crier submission has been issued for the June and July edition.
 - The village website has been updated to include all minutes and information approved. Village Hall committee have asked for a member of the committee to have access to the village website for updates and notices to be uploaded. Clerk is yet to action this but it is in hand.
 - Cllr Goudy still needs to have his parish council email set up. Cllr Hardman and Reeves are using theirs successfully.
 - ANPR Site suitability form has been approved. We are now awaiting confirmation of a date for the project to be set up in Old Newton.
 - The Clerk has included in the crier asking residents to not park on the grass verges where possible. No response has been received from the letter written but as suspected this may be a dead end.
 - Clerk has compiled the VAT reclaim for the last 12 months. The claim is from November 2019 – June 2021 for £1547.85. The claim is not yet submitted as there is an issue submitting online and the clerk needs to submit manually.
 - Cllr Hardman's name was incorrectly included in the Crier and on the Cllrs list of committee members in May – Clerk has apologised and has re-issued the list in the July Crier submission and the committee list will be corrected and re-issued.

Cemetery Update - The Cemetery meeting took place on Friday 11th June 2021 at 10.30am at the cemetery.

- Adam Alexander the current cemetery maintenance contractor has served notice that he will not be able to continue his contract with the Parish Council as he is due to have back surgery, he will ensure that the maintenance continues until we find a replacement. Clerk will be going out to tender for the work and has included in the July edition of the Crier.
- Topples testing took place on all gravestones and the clerk is in the process of compiling the list and grave numbers.
- It was agreed that a notice in the first instance should be displayed at the cemetery detailing that all parishioners visiting graves should adhere to the burial board policy and remove items that are not permitted on the plots including plants, shrubs, trees, picket fencing and any other items that are not placed at the head stone. This should then be included in the crier and on noticeboards before taking further action on individual offenders.

- The new part of the cemetery has been measured and marked out – Cllr Miller has agreed to create a map for plots to include the current regulations for spacing between grave plots and to allow for accurate plot numbers.
- It was agreed that the trees that overhang the walkways should be trimmed back but not removed – Cllr Miller to action.
- It was noted that a new memorial plaque has been erected on the new wall when there are two remaining spaces left on the old wall. Clerk to speak to Perfitts who installed the plaque and ask them to rectify. Clerk rang on 11th June and Perfitts have agreed to rectify at the earliest opportunity.
- Highways should be notified that opposite the cemetery entrance the home owner has planted new trees / hedging on the verge having an impact on the highway and making it very difficult for passing vehicles and pedestrians. Clerk to report.
- Agreed that quotes should be requested for new pathways that will allow for the running of the biers from the funeral cars to gravesides.
- The WWI soldier that needs to be added onto the inscription on the war memorial is Mr William Bowers Codd. Clerk to inform Bierton & Woods. Bierton and Woods have also confirmed that work should be starting on the war memorial in the next couple of weeks.
- Tender required for the maintenance of the cemetery shed, doors, guttering, facias and also the painting of the gates at both ends of the cemetery to be included.

Footpath Update

- Sam Trayton - Area Rights of Way Officer responsible for Haughley has written to the Parish Council to advise us of an ongoing matter concerning Haughley Footpath 30, where it passes through land associated with The Oaks on Dagworth Lane. Several members of the public have raised concerns about the stiles at either end of the paddock at this location, as they do not meet with British Standard specifications. They are working with the relevant landowner and their representatives to resolve this issue. In the meantime, if this matter is raised with the Parish Council, they would be very grateful if we could reassure parish residents that they are working towards an appropriate solution. The neighbouring landowner, Tothill Farms, have received several complaints themselves, as some people have mistakenly concluded that they are responsible. They would appreciate our support in reassuring the public that this matter is in hand and that Tothill Farms are not responsible for rectifying the issue.
- Cllrs Baker & Hardman have made a start on investigating a new footpath map and walking our existing footpaths.
- There have been some complaints regarding the footpaths and accessibility. Clerk has reported and received confirmation that Old Newton is on the cutting list for the next 2 weeks and hopefully our usual footpaths will be cut at that point. Cllr Miller has strimmed the nettles on the board walkway to the school.

5. Financial matters & Financial report

Year End Summary / Audit of Parish Council Accounts – Clerk has completed the internal audit with Trevor Brown on Friday 18th June 2021. All Cllrs have received copies of the audit report and the finance committee have received all copies of the spreadsheets used to complete the audit. Submission date for the external audit is 2nd July 2021 whereby the accounts and AGAR need to be approved at full council meeting and submitted to PKF LittleJohn. The notice for public rights and publication is ready to be displayed following completion and acceptance of the audit and AGAR. The dates have to be after sign off and include the first 10 days of July and be for a minimum of 30 working days. Our dates are therefore from Monday 28th June – Friday 13th August. Results arising from the audit are that we need to review again the fidelity insurance cover as the auditor believes this is currently too low which will be done at the insurance review and finance review meeting in November. The Parish Council also needs a website accessibility policy that the clerk is currently working on as a result of this being picked up as part of the audit.

Our VAT reclaim from November 2019 – June 2021 is for the sum of £1,547.85 but is not yet submitted for payment.

For the purposes of the External Audit and AGAR submission – The clerk read out the Annual Governance Statement to the Cllrs who acknowledged the parish council responsibility for ensuring that there is a sound system of internal control, including the arrangements for the preparation of the accounting statements. It was proposed and seconded to sign these off. The period for the exercise of public rights and all relevant information and public documents will be

available on the website. This is in line with the local audit and accountability act 2014 and the transparency code. Proposed by Cllr Hardman and seconded by Cllr Clements. All Cllrs unanimously in favour.

Chairman agreed to sign the CIL report for submission to MSDC. The Chairman thanked the clerk for all the work done in completing the audit.

The Accounts for the year 2019-2020 confirm the following:

Total Receipts for the year:	£30,940.83
Total Payments in the year:	£27,290.72
Total Reserves at year-end:	£27,886.77

Accounting Statements Financial Year Ending 31.03.21 (Taken from the Audit Summary Sheet – whole figures only)

Balances at beginning of year (1 April 2020):	: £24,236
Annual Precept 2020/21:	: £26,120
Total Other Receipts:	: £ 4,821
Staff Costs:	: £ 11,591
Loan interest:	: £ 5,227
All Other payments:	: £10,472
Balances carried forward (31 March 2021):	: £27,887

Total Fixed Assets	: £75,275
Total Borrowings	: £17,495

Itemised spending from Parish Council Accounts Cash Book 2020/2021

Receipts	
Precept	£ 26,120.00
Cemetery Fees	£ 1,025.00
Bank Interest	£ 0.38
Wayleaves	£ 12.48
VAT	£ 1,823.52
MSDC Street cleaning grant	£ 231.08
Allotments	£ 420.00
SCC grant fund	£ 900.00
CIL Payment from MSDC	£ 2,231.89
	£ 30,940.83
Payments	
Clerk's salary	£ 10,041.92
Clerk's expenses	£ 1,118.81
Clerks holiday pay	£ 1,212.06
PAYE	£ 0.00
Pension Contributions	£ 337.68
Street Cleaning	£ 390.98
Street Lighting	£ 1,405.74
PWLB loan repayments	£ 5,227.24
Room hire	£ 0.00
Insurance & Suffolk Acre Membership	£ 580.68
Data Protection Subscription – ICO	£ 35.00
Cemetery Maintenance	£ 2,046.90
SALC membership	£ 441.98
Audit	£ 390.00
Grass cutting	£ 2,453.63
Memorial Wreath – Donation	£ 20.00
Speedwatch / SID Unit	£ 0.00
Allotments	£ 420.00
Village Grit Bins & Dog Bins	£ 913.09
Office Equipment	£ 255.01

Election Costs	£	0.00
Broadband / Email Accounts & Domain	£	0.00
Chq's cleared from previous accounts	£	
	£	27,290.72

Online banking – All invoices for payment following the May Zoom meeting approval for the April payments were paid through the online BACS system and approved by the Chairman Cllr Miller on Thursday 6th May 2021.

Bank Account Balances:

- Barclays Statement Balance = **£39,963.23** (28.05.2021).
- Scottish Widows 60 Day account balance = **£3,378.80** (31.03.21)
- Scottish Widows Deposit account = **£253.50** (31.03.21)
- Public Works Loan – Balance outstanding = **£17,495.65** (08.04.2021)

Accounts for payment – May 2021: Approval and payment in June 2021

EXPENDITURE	CHQ/BACS/SO/DDR		NET	VAT	TOTAL
Karen Price	BACS	Salary £1,068.34 less tax £4.00, NI £32.56, pension £42.74 plus expenses £49.48	£1,038.52		£1,038.52
HMRC PAYE	BACS	Employee NI £32.56, Employee Tax £4.00, Employer NI £45.72 less employment allowance £45.72	£36.56		£36.56
Nest Pension	DDR	Employee £42.74, Employer £32.06	£74.80		£74.80
Adam Alexander	Bacs	Grass Cutting Cemetery – May 2021	£360.00		£360.00
CGM	Bacs	Grass Cutting Village Hall – April 2021	£164.72	£32.95	£197.67
Mor-Tech	Bacs	Email hosting – Parish Council	£180.00	£36.00	£216.00

RECEIPTS	Payslip			
Cemetery Fees	100133	Coop – Kenneth Herbert Jordan – Non-resident Ashes	£150.00	£150.00
Allotment Rent	100132	ONGAA Allotment Annual rent	£420.00	£420.00

The accounts were approved and accepted by email from Cllrs as the meeting for June has been delayed to 23rd June. Payments were submitted for payment on Friday 4th June, approved by the Chair - Cllr Miller.

6. **To receive District Councillor's Report – Mrs Rachel Eburne / Mr Keith Welham.** All Cllrs have received the report prior to the meeting.
- **Joint Local Plan** - There is a public hearing commencing into draft Joint Local Plan on 21st June. It will last for three weeks and a second phase of the hearing will be in September. A report from the two Planning Inspectors will then be provided to the Council for Mid Suffolk to act on. Anyone can listen in to the hearing as it will be conducted virtually. The joining instructions for this will be published on Mid Suffolk's "Joint Local Plan examination homepage" in due course.
 - **Biodiversity Action Plan** - Mid Suffolk District Council is undertaking biodiversity mapping and a tree canopy survey with a view to understanding the levels within our district and therefore what will need to be done to improve it. Work is due to be completed in the Autumn.
 - **Walking and cycling consultation** - The walking and cycling consultation is still open until 22nd July. This is to ask for views on where you think new or improved foot/cycle paths should be and is available via <https://babergmidssuffolkactivetravel.commonplace.is/> There has been lots of interest in this and we are keen to get as many people to respond as possible looking at where you would like to see changes, particularly if you would like to walk or cycle more as a result of the impacts of lockdowns.
 - **District Council update** - A new Chairman has been appointed to the District Council, Paul Ekpenyong, a councillor from Stowmarket. Mid Suffolk is supporting Armed Services Week next week but is unable to host an in-person event due to Covid restrictions.
 - **Covid** - Cases of Covid are continuing to rise slightly in Suffolk however formal committee meetings at Mid Suffolk continue to be held in the head office in Ipswich. Other meetings are being held virtually via Microsoft Teams.
 - **Planning** - The latest application for Harry's Barn has been refused. Following Parish Council and local concern, we followed up with the planning officer for this application.

- **Locality Awards** - The annual locality awards are now available. Funding from £250 is available to local community groups and organisations. Applications need to support one of the following objectives:
 - create strong, thriving and connected communities
 - support communities in their response to the climate emergency
 - promote resilient and healthy communities
 Please contact us for an application form.
- **New funding available** - MSDC is administering a new fund with Community Action Suffolk (the Suffolk Community Restart Fund) for groups or organisations needing to restart activity post-Covid. Grants are available from £250 to £2,000.
- **Paper & card recycling** - The recycling company, Bolton, has ceased collecting paper and card for recycling via their large blue bins. MSDC is replacing some with smaller collection points but for the larger sites, such as the Village Hall in Old Newton, they are looking for a new contractor.

Cllrs Comments

- Chair thanked the District Cllrs for their efforts on the sensitive planning application in Brown Street.
 - The van in Falconer Avenue has been moved onto the road as a result of MSDC contacting them to move it off the grass. Cllrs are interested to see if it is taxed as it is now on the public highway. If it isn't then the appropriate authorities to be notified by the Clerk.
 - Falconer Avenue – Verge where the DPD van is parked. Public Realm are considering what they can do to stop this from continuing.
 - Greenacres Parking on the verge – Cllrs are aware of it, clerk asked to keep reminding in the Crier asking residents to be mindful and where possible to use the parking spaces provided at the rear of Greenacres.
7. **To receive County Councillor's Report – Mr Andrew Stringer.** All Cllrs have received Cllr Stringer's report prior to the meeting.
- **SCC election results** - Local elections took place on Friday May 6th for SCC's 75 county councillor seats, as well as several district councillor seats and the Police & Crime Commissioner. The Conservatives gained five seats and retain overall control of the Council, with a strong majority of 55 seats. The Greens tripled their numbers to 9 seats. The Liberal Democrats have 4 seats down from 6, Labour have 5, down from 12 alongside 1 Independent and 1 West Suffolk Independent.
 - Suffolk County Council's annual general meeting took place on May 27th.
 - **GLI Group becomes official opposition** - Following the recent election, the Greens, Liberal Democrats, West Suffolk Independents and Independents have formed a political Group. The Green, Liberal Democrat & Independent (GLI) Group has 15 councillors overall and will take on the role of official opposition at Suffolk County Council. For the year 2021/2022 I will be the Leader of the Group. Diverse views are so important in politics, and having different people working together will only make us more effective in a progressive way. The Green, Lib Dem & Independent Group is ready to hold the Conservative administration to account and challenge them on doing the very best they can for the people of Suffolk.
 - **Boundary Commission County Review: consultation** - An additional phase of public consultation has opened in the Boundary Commission's review of Suffolk County Council's electoral arrangements. The consultation focuses on new proposals for council division boundaries. This includes removing Wetheringsett from Upper Gipping and adding Stowupland and Rishangles. The consultation closed on June 21st and can be completed at the link below: <https://www.lgbce.org.uk/all-reviews/eastern/suffolk/suffolk-county-council>
 - **Launch of The Queen's Green Canopy In Suffolk** - The Queen's Green Canopy is a tree planting and preservation campaign commemorating the Queen's Platinum Jubilee in 2022. Partners including Suffolk County Council are working together to preserve and enhance existing woodland while increasing both canopy cover and access to green space. Tree Wardens will work with communities and parish councils to link up existing woodland with woodland walkways and hedgerows as part of the Queen's Green Canopy. This tree planting will create natural corridors for biodiversity and link up existing footpaths and bridleways. Different organisations are invited to get involved. Find out more at www.suffolk-lieutenancy.org.uk/queens-green-canopy
 - **Developers' Guide consultation open** - Suffolk County Council has launched a consultation on an updated version of the Developers' Guide. The guide is a document to support all those involved in major planning applications in the county. To make sure that new developments result in improvements to local communities, developers must make financial contributions to local authorities, known as Section 106 agreements, or through the Community Infrastructure Levy. The updated guide aims to support developers and make them aware of what they should consider with their plans. The consultation runs from 17 May to 28 June and can be filled out at the link below: <https://www.suffolk.gov.uk/council-and->

- **New electric taxi-bus service launches in East Suffolk** - Suffolk County Council has launched a 12-month trial of Katch – a new sustainable electric taxi-bus service running in East Suffolk. Katch provides a travel solution for local residents and visitors in Wickham Market and Framlingham, as well as for those who need to meet their rail connections at Wickham Market train station in Campsea Ashe. The service will be available seven days a week from 6.30am to 10.30pm on Monday to Saturday and 9am to 7pm on Sunday. All journeys must be booked in advance via the Katch App or telephone by calling 01728 55 44 55. The cost of a return journey is £7 and a single journey is £4. If successful and is regularly used by commuters and rail passengers, Suffolk County Council is keen to facilitate further schemes across the county. For further information about Katch, please visit www.katchlift.com
- **Falconer Avenue** - The recent repairs in Falconer Avenue lead to several Complaints, due to the perceived quality of the road pothole repairs. After finally getting an update from the team, the repairs to the footpath were deemed urgent with the roadside one not so. This meant the team came to repair the footpath which was carried out to an acceptable standard, while the team were there, they carried out a temporary repair to the potholes, as the original assessment meant they would not be filled for another 6 months. It is these temporary repairs that lead to the complaints of poor workmanship. These potholes have now had their permanent fix. It is a shame the team trying to show initiative resulted in complaints, but the Highways department needs to improve its ability to communicate, this would eliminate many complaints.
- Next report will cover a new policy, called Bus Back Better. This is a government initiative that could bring about a reregulation of the Bus services allowing operators to cross subsidise more rural routes. A move that is unlawful under the present Deregulated system.

Clerk asked to include in the next edition of the Crier, especially the falconer avenue issues.

8. Planning Applications May 21

- **DC/21/02591 & DC/21/02592** | Householder application - Erection of single storey extension and replacement of 2 No. windows. | Browns Place Farm Brown Street Old Newton Suffolk IP14 4QB. Comments required by 26th May 2021.

Due to our local meeting venues not fully open – the Parish Council have not been able to hold a public meeting but all Cllrs and members of the public have been made aware of this application and comments received are detailed below:

Cllrs generally felt that the reconstruction of the courtyard would need to be sympathetic and in-keeping with the setting given the historic nature of the site. Cllrs did feel that the extension is inappropriately large for the footprint of the original house, the design incorporates several different roof angles, lines and materials which do not appear in keeping with the setting and surroundings. There are also 2 large picture windows on the west elevation which do not look in keeping with the original house. There have been concerns raised regarding privacy issues to the neighbouring property of the Neathouse, however, Cllrs noted that there is a public footpath running beside the Neathouse and Cllrs were not unanimous in agreeing with the privacy issues raised. Where some Cllrs felt the distance between the two properties was acceptable and given the proximity of the public footpath that already potentially gave privacy issues, other Cllrs could see that there would be a degree of overlooking to the neighbouring Neathouse from the proposed large open windows and bifold doors which did highlight some potential privacy issues. Cllrs were split in voting for approval on this application but the majority were for the application if it was sympathetically in-keeping with the surroundings of the historical nature of the host dwelling and site as a whole. Application approved by majority vote at Parish Council level.

- **DC/21/02676** | Application for Listed Building Consent - Replacement of existing windows and cement render. Removal of chimney surround/inspection of flue and repairs to timber frame and outbuilding as detailed in Schedule of Works | 47 And 49 Church Road Old Newton Suffolk IP14 4ED. Comments required by 31st May 2021. Cllrs felt that as the complete renovation works are now under Listed Building supervision and is now being done at every opportunity in line with heritage recommendations that the proposed improvements and chimney removal should be allowed to continue under the current schedule of works. Application approved at Parish Council level.

- **DC/21/03224** | Householder Planning Application - Erection of single storey linked extension. | 100 Silver Street Old Newton and **DC/21/03225** | Application for Listed Building Consent - Erection of single storey linked extension. Date comments required by: Monday 28th June 2021.

The original application was refused by MSDC although Parish Council comments previously had no issue and recommended approval. Cllr Helliwell commented that BMSDC prefer extensions to older dwellings be linked and therefore can be seen as separate to the original dwelling. This extension is on the back of the house. Previous comments were that the extension is a bigger extension to previous works that have been done but the design is to increase family style living. Cllrs felt that the extension won't be overlooked or impact on any neighbouring properties, that there will be little or no effect to the access or parking of the property and the plans have been practically and sympathetically done. The cottage is on a large plot, its sympathetic to the previous extension and existing property.

It was proposed that we accept with the same comments as previously outlined. Precedents have been set with other listed buildings connected via a link to the main dwelling. Cllrs still believe that it is not out of proportion to the original dwelling, proposed by Cllrs Clements, seconded by Cllr Helliwell. All Cllrs in favour. Clerk to respond. Application approved at Parish Council level.

- **DC/21/02933** | Householder Application - Proposed alterations and extensions to domestic leisure and garage building to form, gym, enclosed access to first floor, and enclosed balcony and jettied dormer. Single storey extension to pool house to form gym. | Gipping Lone Chapel Green Gipping. Date comments required by 24th June 2021. Cllr Baker declared an interest in this application.

Cllrs had read the Heritage Officer report and felt that at present there doesn't seem to be too much to be concerned about – It was noted that there are no overlooking issues with neighbouring properties. Cllrs felt that the majority of the development is looking away from Gipping Lone, everything they have done has been respectfully done and is in-keeping with the host dwelling. Cllrs felt that it was being sympathetically done and enhancing the property. The application was proposed and seconded to approve at Parish Council level. The Majority of Cllrs were in favour with 1 abstention. Application approved by majority vote at Parish Council level.

Proposed by Cllr Goudy, seconded by Cllr Hardman. Majority Cllrs were in favour with 1 abstention.

9. **Planning Decisions - DC/21/02207.** Proposal & Location of Development: Householder Application - Conversion of and extension to cartlodge to form annexed accommodation for family members (amended scheme and re-submission of DC/20/05663) Harrys Barn, Brown Street, Old Newton, Suffolk IP14 4QB. MSDC Planning permission has been refused using the size and scale of the development and the heritage harm as reasons for the refusal.

10. Councillors Matters to be brought to the attention of the Council

- Footpath report from Cllr Baker and Hardman to be forwarded by Clerk at earliest opportunity, apologies as this has not been sent earlier. Cllr Baker is hoping to pull together a mood board to detail what we have and what we want, there may be some grant funding available through MSDC towards the costs of printing. Cllr Helliwell as the spokesperson for the Footpaths committee would like to be more involved with the footpath map project. Cllr Baker is now a co-opted member of the footpath committee. It was agreed that they would meet and an update be provided at the July meeting.
- It was suggested that the Parish Council could suggest to the admin of the spotted in old newton facebook page that they be pro-active in sensoring some of the comments made on the face-book page especially personal and bullying comments, the face-book page should be informative and light-hearted. Cllrs to consider whether we should control our own facebook page – Cllrs were concerned that the site should not be used for publicly humiliating individuals.
- Cllr Clements – hedges along pavements are in some areas in need of maintenance – Some hedges are proving hazardous from a visibility point of view for cars turning out of junctions but and also pedestrians with pushchairs or small children and the disabled. Some are private hedges – Cllr Clements agreed to initially speak to homeowners to ask if the offending hedges could be maintained appropriately.
- Church Road / School Road / Chapel road – Wrinch's bank is growing over the footpath. Chair to ask Mr Wrinch if possible to cut the hedge back. Hundred Lane also has not got any clear visibility, one side has been cut but not the other and this is hazardous for turning onto the main road.

- Cemetery – Benches have been discussed – Prices / quotes for 2 / 3 benches. Cllr Mary Reeve would like to purchase a bench for the cemetery in memory of her parents. Cemetery Committee to discuss and approve place and perhaps concrete base to put it on once Cllr Reeve has purchased her memorial bench.

11. Public Forum – no-one present.

12. Additional Matters for inclusion on the agenda for the July 2020 meeting.

- Cemetery
- Footpaths
- ANPR Project.
- Festival of Suffolk

13. Date of the next Parish Council meeting – as all future meetings having to be face to face and village venues not re-opening until restrictions have lifted. Agreed to set the July meeting to 28th July if restrictions lift, any planning meetings to be done on zoom as committee recommendations. July payments to be made following email to all Cllrs for consideration and approval before submitting accounts for payment using the BACS system.

Meeting closed at 20.55hrs