

# NORTHLEACH WITH EASTINGTON TOWN COUNCIL

## MINUTES OF THE TOWN COUNCIL MEETING HELD ON Thursday 26<sup>th</sup> September 2013

**PRESENT:** Cllr Mrs V. Hewer (Chairman) Cllr Wellman (Vice Chair) Cllr Davies, Cllr Lucy Roberts, Cllr B Hulcup, Cllr Fletcher, Cllr Fisher Cllr Mrs P Rigby, Cllr G Stock, Mrs C Crompton (Clerk), XXXX member of the public.

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| 1. | 1.1<br><br>Action<br>1.2<br><br>Action                                       | <p><b>Public Question Time (2) - Standing Order 22 refers</b><br/> <b>The Chairman shall have discretion to limit to twenty minutes the time set aside to receive statements from the public, and to limit to three minutes the time available for any one member of the public to deliver their statement.</b></p> <ul style="list-style-type: none"> <li>• Mr Gerald Green - Traffic lights are still an issue and Bob Skillern has admitted that there is an electrical issue. There is a Northleach resident who will help them. There is also a pedestrian issue when someone was crossing as a pedestrian. He stepped out on a green flashing man and was almost run over by a car coming from West end</li> <li>• Clerk to speak with Highways and confirm the report.</li> <li>• Mr Gerald Green - The BT telephone exchange at the traffic lights is a total mess. Some of the trees have preservation orders on them. It is an eyesore</li> <li>• Clerk to contact BT and ask them to tidy it up</li> </ul>   |          |
| 2. |  | <p><b>Apologies and Reasons for Absence</b><br/> Cllr Chilton (personal) Cllr Blades (holiday)</p>  | Verbal   |
| 3. | Resolved   | <p><b>Acceptance and signing of Minutes of the Council Meeting held on 30<sup>th</sup> July 2013</b><br/> It was resolved that the minutes were a true and accurate reflection of the meeting.</p>  | Attached |
| 4. |  | <p><b>Declaration of Interests</b><br/> There was no interests declared</p>   | Verbal   |
| 5. | 5.1<br>5.2<br>Action<br>5.3<br><br>5.4<br>Action<br>5.5<br><br>Action<br>5.6 | <p><b>To Discuss any Matters Arising from the above Minutes not included on the Agenda</b></p> <ul style="list-style-type: none"> <li>• The Action Point Update was reviewed</li> <li>• The disabled markings need doing as well in the Market Place</li> <li>• Clerk to add to Highways list</li> <li>• Residents at West End consultation – Cllr Hewer and Cllr Hulcup questioned all neighbouring people about the lines and most agreed., Bob Skillern has already visited. It was believed that there is money available from the Police and Crime Commissioner. Cllr Hulcup has completed a form to get the all these lines done which will have major restrictions on them. Blue badge holders will be able to park and others will be prosecuted</li> <li>• Charter Market - New signs are being drawn up</li> <li>• Clerk to give details at next meeting</li> <li>• Mr Geen will man it but we will need someone to out the signs out at night. The major change will be that Cllr Blades and Leigh will collect the funds. It is crucial that the signs go out in the evening</li> <li>• Clerk to look at who can do this</li> <li>• There was a discussion as to when public questions should happen. Chair Hewer has decided to open the floor before as well as after the meeting and see how this goes.</li> </ul> | Attached |
| 6. |  | <p><b>County and District Councillors' Reports</b></p>  | Verbal   |

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|    | 6.1      | <b>Cllr Paul Hodgkinson – District Councillor</b>   |                                  |  |
|    | 6.1.1    | <ul style="list-style-type: none"> <li>• Congratulations from the Council on being proposed as Cotswold MP,</li> <li>• Highways have hopefully have shown an improvement in most places and extra money is being put into roads this year. They have just voted for £4m additional funds across the whole county</li> <li>• Rural broadband – look at Fastershire website and you can use a postcode checker</li> <li>• A40 junctions – the Town Council are pleased that work is happening though not all was as expected. The studs went down tonight, there are some coloured ones and some white lining.</li> </ul> |                                  |  |
|    | 6.1.2    |   |                                  |  |
|    | 6.1.3    |   |                                  |  |
|    | 6.1.4    |   |                                  |  |
|    | 6.2      |   | <b>Cllr Chris Hancock – Ward</b> |  |
|    | 6.2.1    |   |                                  |  |
|    | 6.2.2    | <ul style="list-style-type: none"> <li>• In addition to broadband the planning has gone through for a cabinet,</li> <li>• Thames water - £80k was spent in Northleach and the Town Council gave £3k, more work needs to be done now the culvert has been fixed and Cllr Hancok has asked for details</li> </ul>   |                                  |  |
|    | 6.2.3    | <ul style="list-style-type: none"> <li>• Attended interesting meeting regarding West End planning application. Thames water had raised no objection but have no idea of the sewage capacity of their drains. The system was designed for 800 people maximum in 1950, 75% of towns sewage now goes into it. It was designed to a very different spec and designed for 25g per minute and now expecting 40 gallons, TW are recommending a thorough clean especially at west End, the drains are a combined system and some of the work to the culvert has meant that storm water is running into the river</li> </ul>     |                                  |  |
|    | 6.2.4    | <ul style="list-style-type: none"> <li>• CDC has issued the emergency plan contact numbers</li> </ul>   |                                  |  |
|    | 6.2.5    | <ul style="list-style-type: none"> <li>• Can CDC turn down an application based on drainage? Cllr Hancock was involved in this last week. The Government has listed a series of grounds for objections and drainage is not one of them. This is a problem for the whole district and so we need to keep going on</li> </ul>   |                                  |  |
|    | 6.2.6    | <ul style="list-style-type: none"> <li>• They are monitoring the sewage works ongoing</li> </ul>  |                                  |  |
| 7. | 7.1      | <b>Police Report</b><br>Cllr Hewer read the police report as due to staff rotas no police were available.   | Verbal                           |  |
|    | 7.2      | Cllr Hewer asked if there was any objection to rearrange the order of the meeting as Cllr Hodgkinson needed to leave early and this was unanimously agreed.   |                                  |  |
|    | Resolved | It was unanimously resolved to rearrange the Agenda.  |                                  |  |
|    | 7.3      | At this point the meeting moved to Agenda Point 9 before continuing with Agenda Point 8.  |                                  |  |
| 8. |          | <b>Finance</b>  |                                  |  |
|    | 8.1      | <b>To Receive draft minutes from the Committee meeting held on 17<sup>th</sup> September</b>  | Attached                         |  |
|    | 8.1.1    | <ul style="list-style-type: none"> <li>• Cllr Hewer explained that at the last meeting we allocated some finances to the Westwoods – a suspended ceiling and toilet refurbishment was agreed</li> </ul>   |                                  |  |
|    | 8.1.2    | <ul style="list-style-type: none"> <li>• The Co-op account matures next week and although the Town Council are waiting to hear what their bond holders say, it has been agreed to withdraw funds at this point</li> </ul>   |                                  |  |
|    | 8.2      | <b>To Approve Bills for Payment for September 2013</b>  |                                  |  |
|    | Resolved | It was unanimously agreed to sign the bills presented   | Attached                         |  |
|    | 8.4      | <b>To review the Financial position year to date.</b>   |                                  |  |
|    | 8.4.1    | The Council reviewed the receipts and payments presented  | Attached                         |  |
| 9. |          | <b>Planning and Tree Works</b>  |                                  |  |
|    | 9.1      | <b>To Receive a Report from the Chairman of the Planning Committee</b>  | Verbal                           |  |
|    | 9.1.1    | <ul style="list-style-type: none"> <li>• Recent planning applications – Cllr Stock updated the council</li> </ul>   |                                  |  |
|    | 9.1.2    | <ul style="list-style-type: none"> <li>• Update on Chequers application. We have not seen a result on this yet and it is currently reserved which means that CDC planners will make all the other decisions. We will have no say in whether they use appropriate materials etc.</li> </ul>  |                                  |  |

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|        | 9.1.3  | <ul style="list-style-type: none"> <li>Clare Patrick asked what Chequers was and this was explained. It is a house and connecting paddock on the right hand side coming from the traffic lights and before Bettenson Rise.</li> </ul>  |  |
|        | 9.1.4  | <ul style="list-style-type: none"> <li>Cllr Hulcup asked what reserved means. The planners will decide what the whole site looks like</li> </ul>   |  |
| Action |        | <ul style="list-style-type: none"> <li>Clerk to ask Savills to come and talk to us about their plans. The Council are surprised as to how 9 houses will fit in</li> </ul>  |  |
|        | 9.1.5  | <ul style="list-style-type: none"> <li>Update on Fortey House site – they had a road-show a few months ago. They had 30 to 40 people interested in properties and are working on the application. Cllr Hodgkinson explained that Bromford want to do the site themselves. Cllr Hewer said it would be good if they had explained that formally to Farmington Trust. George Hudson spoke to say that if everyone including the Town Councillors and the County and District councillors spoke together then a joint voice would be more powerful</li> </ul> |  |
|        | 9.1.6  | <ul style="list-style-type: none"> <li>Update on Bassett Road field – Cllr Hewer said that GCC are intending to prepare the land at Bassett Road field for planning permission, there will be site test in the next month.</li> </ul>  |  |
|        | 9.1.7  | <ul style="list-style-type: none"> <li>The Town Council want to see that we are not swamped with properties on that field. The school is at capacity and the drainage system would not be able to cope.</li> </ul>   |  |
|        | 9.1.8  | <ul style="list-style-type: none"> <li>Cllr Hewer read out Finley Davies letter to the meeting. Cllr Hewer explained that there will probably be development on that site but the Town Council will work with residents for the best result for the Town.</li> </ul>   |  |
|        | 9.1.9  | <ul style="list-style-type: none"> <li>Hannah Kirby resident - you spoke of a joint venture. Can you elaborate?</li> </ul>   |  |
|        | 9.1.10 | <ul style="list-style-type: none"> <li>Cllr Hewer explained that we are looking at a venture between GCC and Farmington Trust. GCC own the land and it used to be part of the school, by law they have to get the best possible price, GCC will not do the building. They will sell it to the highest bidder and it will go onto the open market.</li> </ul>   |  |
|        | 9.1.11 | <ul style="list-style-type: none"> <li>Cllr Paul Hodgkinson has asked that GCC speak to everyone involved (TC, FT. the town) Cllr Hewer and Cllr Fletcher were told by GCC that they want to get the most for that land.</li> </ul>  |  |
|        | 9.1.12 | <ul style="list-style-type: none"> <li>CDC policy across the district is for 50% affordable homes to be built on each development. The SHLAA says 72 properties could be built on this site however this does flood.</li> </ul>  |  |
|        | 9.1.13 | <ul style="list-style-type: none"> <li>Cllr Hancock had a conversation with GCC and told them that building on that land with that density would meant that you lose the opportunity to move fire station or Ferrari garage. This had been a previously considered option</li> </ul>   |  |
|        | 9.1.14 | <ul style="list-style-type: none"> <li>Cllr Wellman explained that he was Chair when Bassett Road and Fallows Road were told that it could be released for housing. It may still be registered as a sports field and this needs to be checked</li> </ul>   |  |
|        | 9.1.15 | <ul style="list-style-type: none"> <li>Ian Sharman Jones – who owns the wall around the field and that strip? Cotswold stone walls cannot be taken down they are preserved. Cllr Hulcup believed that the entrance was there to allow developments</li> </ul>  |  |
|        | 9.1.16 | <ul style="list-style-type: none"> <li>Bassett Road resident suggested that strip is owned by Bromford.</li> </ul>   |  |
|        | 9.1.17 | <ul style="list-style-type: none"> <li>This is unlikely as Town council cuts the strip.</li> </ul>   |  |
| Action |        | <ul style="list-style-type: none"> <li>Clerk to check with Bromford</li> </ul>   |  |
|        | 9.1.18 | <ul style="list-style-type: none"> <li>Hannah Kirby – what are the next steps? Do residents want to ask questions and gather as a group to discuss this?</li> </ul>  |  |
|        | 9.1.19 | <ul style="list-style-type: none"> <li>Fred Harbottle introduced himself as part of The Northleach Society. They have a meeting on the 10<sup>th</sup> October and would welcome the residents affected to this.</li> </ul>  |  |
|        | 9.1.20 | <ul style="list-style-type: none"> <li>Andy Davies, resident asked about the entry to the field. Would that impact on the surgery entrance? There is another entrance further along the East End.</li> </ul>   |  |
|        | 9.1.21 | <ul style="list-style-type: none"> <li>Guy Greaves, Farmington Trust – Stated he was hearing this debate and what is happening. If the Town council pushes ahead with a Neighbourhood plan, how many houses do we want and where should it</li> </ul>  |  |

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|  |          | <p>be. How do we fund this and create what we want in Northleach. You will not stop the SHLAA but as a Town Council you can drive the developments with a Neighbourhood plan.</p>   |  |
|  | 9.1.22   | <ul style="list-style-type: none"> <li>Guy Greaves explained that controls on Chequers for example could be dictated by the Town Council if they had done a neighbourhood plan</li> </ul>   |  |
|  | 9.1.23   | <ul style="list-style-type: none"> <li>Tim Barter, resident explained the GCC own this land and say £7m could be raised and the Town Council need to be putting this request in for development benefits. We need to shout now or we will miss out.</li> </ul>  |  |
|  | 9.1.24   | <ul style="list-style-type: none"> <li>On the Chequers application the developers have been told to give £17k to develop the school. Does GCC have any covenant on the land that would prevent development?</li> </ul>  |  |
|  | Action   | <ul style="list-style-type: none"> <li>Cllr Hodgkinson to ask GCC the question in regards covenants and any restrictions on this.</li> </ul>  |  |
|  | 9.1.25   | <ul style="list-style-type: none"> <li>Cllr Hodgkinson – the first battle is to ensure that everyone is singing off the same sheet and then he can go to GCC and talk to them.</li> </ul>   |  |
|  | 9.1.26   | <ul style="list-style-type: none"> <li>Helen Sharman Jones, resident asked whether our housing needs survey has dictated that 50% of houses should be affordable. Clerk explained that the results were not back yet and that the reason for the housing needs survey was to establish what the actual need in Northleach was including people wanting to upsize and downsize in the next few years.</li> </ul> |  |
|  | 9.1.27   | <ul style="list-style-type: none"> <li>Cllr Hancock has asked CDC what we need to do to progress a plan. We need to have a good feel across town of what people want.</li> </ul>  |  |
|  | 9.1.28   | <ul style="list-style-type: none"> <li>Cllr Wellman believes that the land was given free of charge to the GCC by the Sherborne estate and so if they were given it for free then they should not be able to make money from it.</li> </ul>   |  |
|  | 9.1.29   | <ul style="list-style-type: none"> <li>Council were asked to consider a resolution to make a start on designating the area for a Neighbourhood Plan.</li> </ul>   |  |
|  | 9.1.30   | <ul style="list-style-type: none"> <li>Cllr Hewer explained that a Neighbourhood Plan is expensive and time consuming.</li> </ul>   |  |
|  | 9.1.31   | <ul style="list-style-type: none"> <li>Cllr Rigby asked whether we would take the cost of any appeals.</li> </ul>   |  |
|  | 9.1.32   | <ul style="list-style-type: none"> <li>The risk is on CDC as they accept the plan. It needs to be well prepared and properly completed. As long as neighbourhood plan is done according to proper procedures then there would be no comeback. There are 6 stages and CDC have to conduct the referendum as they have accepted it.</li> </ul>  |  |
|  | 9.1.33   | <ul style="list-style-type: none"> <li>Cllr Hancock explained that the resolution on the table simply is the first stage.</li> </ul>  |  |
|  | 9.1.34   | <ul style="list-style-type: none"> <li>Cllr Stock asked if we would be liable. Guy Greaves explained that the reason that other parishes have done it is to dictate and explain what the community wants</li> </ul>   |  |
|  | Resolved | <ul style="list-style-type: none"> <li>Cllr Fletcher proposed and Cllr Hewer seconded the motion. It was unanimously agreed that “this council resolve to make a start on designating the area for a neighbourhood plan”</li> </ul>   |  |
|  | 9.1.35   | <ul style="list-style-type: none"> <li>Guy Greaves's consultant felt that if we started the proposal now then could work to determine what GCC could apply for. It is possible that a neighbourhood plan could keep GCC involved and show them what is being discussed locally as they look at where we are.</li> </ul>   |  |
|  | 9.1.36   | <ul style="list-style-type: none"> <li>There are now 3 neighbourhood plans which have been accepted nationally.</li> </ul>  |  |
|  | 9.1.37   | <ul style="list-style-type: none"> <li>Consider to resolve to form a steering group to do the Neighbourhood Plan</li> </ul>   |  |
|  | Resolved | <ul style="list-style-type: none"> <li>Cllr Hewer proposed and Cllr Fletcher seconded and it was unanimously agreed that “This Council resolve to form a steering group to do the Neighbourhood Plan”</li> </ul>  |  |
|  | Resolved | <ul style="list-style-type: none"> <li>Cllr Hewer proposed that Chris Hancock chairs the steering group. Cllr Stock seconded and it was passed by a majority that Cllr Chris Hancock should chair the group.</li> </ul>   |  |
|  | Action   | <ul style="list-style-type: none"> <li>Cllr Hancock proposed that he, Cllr Stock (Chair of Planning) and Cllr Hewer (Chair of Town Council) meet as soon as possible in the first</li> </ul>  |  |

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|     | 9.1.38 | instance to decide what the steering group should look like and what the first steps are. It may mean an extra amount to be included in the Precept.   |          |
|     | 9.1.39 | <ul style="list-style-type: none"> <li>• Cllr Hancock asked that people talk to friends and neighbours and ask them how they see the town developing. We have plenty of land to put houses but it is about deciding where the town believes this development should happen.</li> </ul>   |          |
|     | 9.1.40 | <ul style="list-style-type: none"> <li>• Fred Harbottle mentioned their meeting on the 10<sup>th</sup> October and asked people to attend to voice an opinion</li> <li>• Ian Sharman Jones asked how long this can take. Cllr Hancock said we can make a start quite quickly but it is then down to us. There are several statutory timescales that we need to adhere to. It usually takes a minimum of nine months</li> </ul> |          |
| 10. |        | <b>Property and Premises Maintenance Committee</b>   |          |
|     | 10.1   | <b>To Note the Draft Minutes from the Committee Meeting held on 2<sup>nd</sup> September</b>   | Attached |
|     | 10.1.1 | <ul style="list-style-type: none"> <li>• The party wall is an issue as debating ownership</li> </ul>   |          |
|     | 10.1.2 | <ul style="list-style-type: none"> <li>• The gates on the play area is still an issue</li> </ul>   |          |
|     | 10.1.3 | <ul style="list-style-type: none"> <li>• The Thuja Plicata will be reseeded shortly</li> </ul>   |          |
|     | 10.1.4 | <ul style="list-style-type: none"> <li>• Charter Market signs are being drawn up</li> </ul>  |          |
|     | 10.1.5 | <ul style="list-style-type: none"> <li>• Winter planning committee to be organised</li> </ul>  |          |
|     | 10.1.6 | <ul style="list-style-type: none"> <li>• The Steam Show has returned the £300 that the Town Council lent the group along with the letter of thanks. Cllr Wellman, on behalf of the Town Council wanted to thank the group for staging a well-attended and successful event</li> </ul>  |          |
|     | Action | <ul style="list-style-type: none"> <li>• Clerk to write a letter of thanks to the Committee</li> </ul>   |          |
| 11. |        | <b>Westwoods Committee</b>   |          |
|     | 11.1   | <b>To Note the Draft Minutes from the Committee Meeting held on 18<sup>th</sup> June 2013</b>  | Attached |
|     | 11.2   | <b>To Receive a Report from the Vice Chairman of the Westwoods Committee</b>   | Verbal   |
|     | 11.2.1 | <ul style="list-style-type: none"> <li>• The committee took a long time deciding on some capital works. The suspended ceiling will aid acoustics, reduce the heating costs and improve the image for events.</li> </ul>  |          |
|     | 11.2.2 | <ul style="list-style-type: none"> <li>• In addition the toilet block will be refurbished for the first time in 15 years.</li> </ul>   |          |
|     | 11.2.3 | <ul style="list-style-type: none"> <li>• Cllr Fisher asked how the refurbishment costs are being financed. Is this coming out of Town Council funds or Westwoods income? This money has been allocated from Town Council funds</li> </ul>  |          |
|     | 11.2.4 | <ul style="list-style-type: none"> <li>• The bookings were well up – 18 bookings this week alone.</li> </ul>   |          |
| 12. | 12.1   | <b>Working Groups, Projects and Reports</b>  |          |
|     | 12.1.1 | <ul style="list-style-type: none"> <li>• Housing needs survey – the surveys need to be in next week. Clerk will then return them to GRCC</li> </ul>  | Verbal   |
|     | 12.1.2 | <ul style="list-style-type: none"> <li>• Charter market update. Cllr Blades and Leigh from Londis will collect the fees</li> </ul>   | Verbal   |
|     | 12.1.3 | <ul style="list-style-type: none"> <li>• Review Councillors and co-opted people on committees. There are some changes to be made.</li> </ul>   | Attached |
|     | Action | <ul style="list-style-type: none"> <li>• Clerk to update the list and recirculate</li> </ul>   |          |
| 13. |        | <b>Chairman's Report</b>   | Verbal   |
|     | 13.1   | <ul style="list-style-type: none"> <li>• Deb Harris from Northleach Primary is looking for accommodation and money to run wrap around care.</li> </ul>   |          |
|     | 13.2   | <ul style="list-style-type: none"> <li>• Cllr Hancock updated that the school has offered funds to GCC to build a full nursery provision. The stumbling block was access onto the Highway. Perhaps a good nursery provider can be encouraged to speak to Farmington Trust.</li> </ul>  |          |
|     | 13.3   | <ul style="list-style-type: none"> <li>• The problem came about as the local nurseries closed. Are there any national childcare providers who might consider opening in Northleach?</li> </ul>   |          |
|     | 13.4   | <ul style="list-style-type: none"> <li>• Cllr Fisher suggested that this is an issue and Northleach school is already too big. We need to ensure that we are providing primarily to Northleach people. Could the school be relocated?</li> </ul>   |          |
|     | 13.5   | <ul style="list-style-type: none"> <li>• The GCC would argue that there has been investment in new classrooms and the new hall.</li> </ul>   |          |

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|     | 13.6  | <ul style="list-style-type: none"> <li>Fred Harbottle has a contact who runs several nurseries and will pass this information on to Cllr Hewer</li> </ul>   |          |
| 14. | <p><b>Correspondence</b></p> <p>14.1</p> <p>14.2</p> <p>14.3</p> <p>14.4</p> <p>14.5</p> <p>14.6</p> <p>14.7</p> <p>14.8</p> <p>14.9</p> <p>Action</p> <p>14.10</p> | <ul style="list-style-type: none"> <li>Correspondence from Amanda Courtney regarding Back Lane.</li> <li>Cllr Hancock explained that The Sly Trust would make good any damage that is done because of the contractors moving along Back Lane. Cllr Hancock explained that he did a walk with the architect and Cllr Hancock will do another one shortly. There will be a before and after record.</li> <li>Sly Trust has agreed to pay a proportionate bit to the on-going maintenance which no other resident has agreed to do. When the road needs resurfacing about 10 years ago no-one else came forward to assist the Town Council in paying for that.</li> <li>Gerald Green said the road is deteriorating daily. There will be more damage to come.</li> <li>Mrs Horgan, Back Lane resident - I had no objection to the Sly Trust development but when I moved in the lane it was in No man's land and why can't that be rectified. When the planning authorities authorised my house my solicitor told me that I would be trespassing on Back Lane and had to pay a fee.</li> <li>Chris Hancock reiterated that The Sly Trust have agreed to pay a proportion of the upkeep and maintenance of the road and will do so as and when the works are finished</li> <li>Gerald Green - the lane cannot be adopted by County as it is not wide enough. However they did put up lights. Previously when the Town Council was asked to resurface the road, they spent a long time asking residents who was responsible for the road and no-one came forward. GCC should fill the potholes.</li> <li>Correspondence from Fin Davies regarding Bassett Road field – already discussed</li> <li>Correspondence from Keith Messenger regarding Fosseyway path</li> <li>Clerk is liaising with Highways on this</li> <li>Correspondence of thanks from Northleach School pupils regarding the new lines in the car park. The lines are being reviewed on-going to ensure they are being used properly and protecting pupils</li> </ul> | Attached |
|     |   | Plus Any Other Urgent items received since publication of the agenda  |          |
| 15. |   | <p>Any Other Business</p> <p>Any other matters that any Councillor wishes to bring to the attention of the Council or agenda items for future meetings.</p> <p><i>Please note that no Discussions or Decisions can be taken under this Item.</i></p> <ul style="list-style-type: none"> <li>Cllr Fisher mentioned that he had been speaking to Highways about the hatching on the junctions for some time and was pleased it is being worked on</li> </ul>  |          |
| 16. |   | Date and Time of Next Meeting – Thursday 24 <sup>th</sup> October, 7pm at the Westwoods   |          |

There being no further business the meeting closed at 10.05 pm