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Minutes of the Haydon Wick Parish Council **Full Council** meeting held on **Tuesday 25th November 2025** at 19.30 held at Parish Council Offices, Thames Avenue, Swindon, SN25 1QQ.

ATTENDANCE MEMBERS: Councillors V Manro (Chairman), S Heyes (Vice Chair), J Ali, R Hailstone, J Ireland, J Jackson, L Jackson, A John, A Jimmy, O Munagala, P Park, A Roupelis, L Stevenson, R Worman

OFFICERS: Georgina Morgan-Denn, Chief Officer/Clerk & RFO
Laura Cutter, Deputy Clerk RFO, HR and Services Manager

FC 107 APOLOGIES

Apologies were received and noted from Councillor J Fuller, B Patrick-Okoh, R Ross (Personal Commitments). No apologies received from Councillor S Fateru.

Cllr O Munagala arrived at 7.33pm

FC 108 DECLARATIONS OF INTEREST

Councillor R Hailstone declared an interest in Agenda 23 – as he is a member of the Swindon & Cricklade Railway.

FC 109 PUBLIC PARTICIPATION

There were no members of the public present.

FC 110 CHAIRMAN'S ANNOUNCEMENTS

- **Bikeathon Update:** 384 miles over the 24h period and over £1,000.00 raised. Coverage with the Swindon Advertiser and Greatest Hits Swindon.
- **Kelly's Foundation:** Sad news of mental health counsellor Sarah Forrester from The Kelly's Foundation passing away.
- **Remembrance Day:** £83.91 raised for the Royal British Legion from sales of knitted poppies generously provided by the Big Knit.
- **Police Incident:** stabbing reported in Oakhurst/Redhouse.
- **Christmas Buffet:** £5.00 Councillor donations for refreshments are needed for reception following Full Council on 9th December.
- **Christmas Parcel:** Good number of applications have been received so far. Help with packing & delivery and drumming up sponsorships required. Featured in the Swindon Advertiser today.
- **Seasonal Recruitment:** Three Seasonal staff members joining the Council commencing in December for a period of 3 months.

FC 111 MINUTES OF PREVIOUS MEETINGS

Members confirmed as a true record the minutes of the meeting held on Tuesday 28th October 2025.

Proposed: Councillor A John

Seconded: Councillor L Stevenson

Vote: Agreed with one (1) Abstention.

RESOLVED: Members confirmed as a true record the minutes of the meetings held on Tuesday 28th October 2025, pending amendments to Councillor Hailstone's report, the Chairman signed the minutes.

FC 112

SWINDON BOROUGH WARD COUNCILLOR REPORTS

Cllr Wilson provided a brief update, beginning with the strategic developments in the local governance landscape. The Government announced that the role of Police and Crime Commissioners will cease to exist from 2028, transferring into the Mayoral Strategic Authority model or policing boards where boundaries do not align. Swindon Borough Council (SBC) will be debating joining the Mayoral Strategic Authority model with partners in Oxfordshire and Berkshire. This will then be scrutinised at the Scrutiny Committee meeting and agreed by the Cabinet. All SBC Ward Members received a briefing session with Officers to check against all models and which ones fit with Swindon's strategic plan. No public consultation has taken place yet.

Cllr Wilson explained why she could not attend the last full Council meeting, as she was supporting the 'Let's Lift the Curfew' campaign organised by England Athletics to promote a safer environment for women who engage in physical activities. She also took part in the recent Longevity Games and reported a new women-only event will be commencing from May.

She also mentioned her proposal to support those living with terminal illness by reviewing the Council Tax Support Scheme, which will be discussed at the full Council meeting. She also questioned flooding issues and was advised that drainage and wastewater plan was being developed by Thames Water.

Full Council members commented the proposal may confuse residents given the Police Authority, Fire Authority and Hospital Trust Authority is linked with Wiltshire and further west rather than east. e.g. How will councillors be able to scrutinise Wiltshire Police when our mayoral authority, with a mayor who is responsible for policing, is no longer in Wiltshire? Further, if our police authority will follow and become part of Thames Valley rather than Wiltshire?

Some Councillors had serious concerns about the transparency and decision-making process of the strategic announcements mentioned above. A public statement that has already been made by the Leader of the Council about the strategic direction, other political groups have supported the expression of interest to join Thames Valley for a combined mayor or authority. This is synonymous predetermination given no debate has been carried out by Council and is not due to take place until Thursday (27th). How will this decision on Thursday be made without dispute, given there are no options on the table available to the public? It is understood confidential sessions have taken place where information has been provided on discussions with Wiltshire separately, Gloucester, and Thames Valley. However, the public option that is presented on Thursday is a yes/no decision for Thames Valley only. There is no option or opportunity to discuss or debate the merits of any other option. Cllr Wilson was asked to take the above Parish Council's concerns to SBC's Scrutiny on the 2nd December and to report back to Haydon Wick Full Council.

Councillor A Jimmy arrived at 7.44pm.

FC 113

COUNCILLORS REPORTS

Councillor R Hailstone - Attended various working parties and the Swindon Local Councils Forum recently where it approved the Planning partnership framework. SBC's call for Public Space Protection Orders was received with less engagement at other Parishes as they didn't seem to have submitted lists. The Forum agreed SBC's Weed Spraying programme has been a fiasco this year. They also discussed the strategic Devolution and commented how that would affect working relationships with Wiltshire Association of Local Councils (WALC). Took part in the 24-hour Bikeathon fundraiser on Saturday morning.

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Councillor L Stevenson - Attended Halloween events and explored the White Eagle Outdoor Gym – enjoyed doing a few circuits. Took part in the 24-hour Bikeathon fundraiser. Championed the Swindon Big Knit post box topper for Remembrance, which has had lots of good feedback. Police coming in to discuss e-scooters and balaclavas

Councillor A John - Took part in the 24-hour Bikeathon fundraiser – well done team, fantastic event to be a part of. Remembrance events – well done to Cllr Stevenson on the Swindon Big Knit collaboration and to the Office Team for the display. Cllr Ireland & Jimmy for the Havisham Remembrance event. Unfortunate events happening in Oakhurst, as e-scooters and balaclavas are intimidating and wants to raise awareness locally to enhance safer community.

Councillor J Ali - Took part in the 24-hour Bikeathon fundraiser – great to take part and raise funds. Congratulations to everyone and well done for getting this organised – it was professionally done. Then he attended Longevity Games, great event, nice to be there with fellow colleagues around this table – excellent opportunity to engage and understand the benefits of exercise to keep fit for future. Pleased and proud to have championed SBC's Armed Forces covenant in its achievement of a Bronze award and there is an aspiration to apply for Silver and then Gold in the future.

Councillor A Jimmy - Thank you to Cllr Ireland for attending Havisham Remembrance event with me, pleasure to represent the Parish. Bikeathon was well organised and good to take part.

Councillor A Roupelis - Took part and it was a privilege to be a part of Bikeathon.

Councillor J Jackson - Attended the Bikeathon.

Councillor L Jackson - Attended various working parties and the Bikeathon. Thanked everyone for their support through the night and for commenting on the live feed to keep the morale high. Also attended the Longevity Games.

Councillor O Munagala – Nothing to report - hopes to be joining in on more activities in the future.

Councillor P Park – Attended the Bikeathon, Longevity Games, the Inclusive Play Parks (will circulate the slides).

Councillor R Worman - Attended various working parties, unable to ride bike but did turn up to support everyone. Great amount of money raised!

Councillor J Ireland - Helped install poppies and display out the front of the office, laid the wreath at Havisham which was very moving - five (5) members of public attended. Attended Remembrance event here at the Office. Assisted with the Memory Café and attended the Bikeathon – it was professionally organised, followed quite a lot online and cheering people on - inclusive for everyone and a very good event.

Councillor S Heyes - Has attended several working parties, good to see some projects moving on like Tadpole has momentum. Helped build poppy display. Took part in the Bikeathon.

Councillor V Manro - Attended the Bikeathon – a good team building effort and for those not in the room, it was helped receiving encouraging messages online. Well done to everyone. Attended the SBC Remembrance Civic Service. Lovely to see school children from Haydonleigh at our Remembrance – gaining traction. Various working parties and more to come. Things are going well, lots going on, budget setting is now key – please keep an eye on the documents and feed in any aspirations.

FC 114

CHIEF OFFICER & DEPUTY CLERK REPORTS

Chief Officer echoed the Councillors' comments and concurred it was a privilege to be a part of the Bikeathon event and raising monies for The Kelly Foundation, particularly considering recent news.

Initials _____

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SBC has published their weed treatment programme for the Borough. The efficacy of their treatment in the Parish will be assessed and reported at a future meeting (*Action for Deputy Clerk to report back*):

- Bishopstone and Hinton Parva – Complete.
- Blunsdon - Broad Blunsdon Complete.
- Blunsdon St Andrew – W/C 1/12/2025
- Castle Eaton – Complete
- Central Swindon North – Complete
- Chiseldon – W/C 17/11/2025
- Covingham – Complete
- Hannington – Complete
- **Haydon Wick - W/C 24/11/2025**
- Highworth – In Progress
- Inglesham – W/C 1/12/2025
- Liddington – W/C 17/11/2025
- Nythe, Eldene and Liden – Complete
- South Marston – Complete
- South Swindon – Complete
- St Andrews – W/C 1/12/2025
- Stanton Fitzwarren – Complete
- Stratton St Margaret – Complete
- Wanborough – Complete
- West Swindon – In Progress
- Wroughton - Complete

Assistance is required for the preparation and making decorations in readiness for the Christmas Carnival next Friday 5th December. Community Bus volunteer (Daniel) helped carry bags and retrieve trollies. Will be helping in future – there is a positive social media post going out tomorrow.

FC 115

ACTIONS FROM PREVIOUS MEETINGS

There are outstanding actions from previous meetings yet to finalise:

- Cold Harbour Junction
- Future Provision of Memory Café
- Hybrid Meetings policy implementation
- Additional event at the library

FC 116

COMMITTEE MEMBERSHIP

Members noted that Councillor P Park has resigned from Community Development Committee and Parks & Open Spaces Committee. There are vacancies in those committees is any Councillor is interested.

8.12pm Councillor S Wilson left the meeting.

FC 117

BUDGET 2026/27

FC 117A

Ear Marked Reserves (EMRs) – updated EMR report following the recent Budget Working Party now available for Full Council's comments. Need feedback ahead of budget setting. EMRs include funds available for CIL expenditure, Emergency Planning, Grounds Maintenance, Branding the Community Bus and CCTV.

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- FC 117B** **Budget Aspirations 2026/27** – noted all the aspirations have been captured to date. This is a live document which will tally up the totals as/when aspirations are added and removed. Members were asked to review and bring items to the Chair/Vice Chair of the Committees to ensure all aspirations are included.
- FC 117C** **Draft Budget 2026/27** – Deadline for submitting budget to SBC is 31st January 2026. Haydon Wick will agree its precept on the 20th January. There are multiple working parties in the budget setting timetable to review the draft models.
- FC 118** **PUBLIC WORKS LOAN**
Members noted the second installation of the agreed loan (£25,887.91) will be paid on 11th December 2025 and will be noted in 4700/307 & EMR 357.
- FC 119** **FRANCOMES PLAY AREA**
Following a site visit to Francomes Play Park, significant concerns were raised regarding extensive subsidence, cracked surfacing, and unsafe equipment. As the park has not been adopted by SBC, it still in the ownership of the North Swindon Development Company, it has not been transferred to Parish Council for maintenance and oversight. Members agreed that a cursory jet-wash is deemed insufficient to address the significant safety risks. Council agreed that the play park should be closed, the gate secured, and the two swings removed, with appropriate signage installed and the outdated HWPC-branded sign taken down. Publicity will be distributed so that residents are kept up to date. SBC will be informed of the closure and urged to progress the land adoption process or to officially close the play park on grounds of safety as the local authority. The equipment is considered beyond economical repair, and future options—such as replacement or alternative community enhancements—should be explored with residents once SBC’s position is clarified. Public communication will emphasise that HWPC is acting solely in the interests of safety and does not hold responsibility for the site. *(Action for Deputy Clerk to progress with Francomes Play Area removal and communications)*
Proposed: Councillor L Jackson **Seconded: Councillor R Hailstone**
Vote: Agreed Unanimously.
RESOLVED:
1. Not to proceed with jet washing - While this would address surface cleanliness, it does not mitigate trip hazards from subsidence and cracks. The cost of doing this will also be more than £800.00 and will make little impact.
2. To close the play park immediately - secure gates and remove the two swings to prevent public access.
3. To remove Haydon Wick Parish Council branded signage - as this incorrectly implies Parish responsibility.
4. To install a closure notice - explaining the reasons for the closure
5. To inform Swindon Borough Council of the closure and lobby them for land adoption.
6. To consider a community consultation - subject to SBC’s actions and timeline, consult residents on preferences (replacement play park or enhancement to existing facility elsewhere). Budget forecasting for 2026 unlikely to be required given expected timelines.
7. To clearly communicate to residents that the Parish is not responsible for the park but is acting in the interests of public safety.
- FC 120** **ANNUAL PARISH MEETING 2026**
Will take place on Tuesday 10th March 2026 and held at the North Swindon Library with a networking event prior to the formal event. The event will serve as a celebration

of the current Council's term as it marks the end of their current three year term (reduced by one year due to alignment with rest of Swindon borough). Requested any historical information and anecdotes. *(Action for Meetings Administrator to progress the format of the event with the Deputy Clerk and request historical content from Councillors to build a display of the Council's history)*

FC 121

COMMUNITY LED ACTION PLAN 2026-2029

Members received a report to explain the purpose of the re-consultation. Current Community Led Action Plan is due for renewal and the Parish's future strategic direction from 2026-2029 needs to be consulted on. There will be a series of socials, engagement events and consultation opportunities at Council meetings, North Swindon Library, Council events and more. There will be a stand in the Library to man during the weekends – with a link to the survey and/or electronic devices to the questionnaire. A Councillor timetable and role assignment to be established. There will be a dedicated partner consultation event, where sponsors, partners, charity groups will be encouraged to talk to the Parish about their future priorities. Councillors will be encouraged to speak to School Councils to try to understand what the priorities are for the youth-audience in the Parish – for example we need to know if there a genuine need for a youth programme? There will be controversial headlines to try to get people to respond – hopefully they will be thought provoking enough to get some interest. *(Action: Chief Officer to progress the campaign and consultation timetable with the Marketing & Events Officer/Meetings Administrator)*

**FC 122
FC 122A**

FINANCE & POLICY COMMITTEE RECOMMENDATIONS

Community Emergency Plan: members received a comprehensive report with case studies to bring to life the emergencies the Parish has been involved in. Key contacts will be assigned to roles. Next steps are to incorporate the previous case studies on the HWPC website and plan the next Working Party and schedule a dummy run and establish what needs further work and what works well. *(Action: Meetings Administrator to upload to website)*

Proposed: Councillor R Hailstone

Seconded: Councillor L Stevenson

Vote: Agreed Unanimously.

RESOLVED: Full Council agreed to the recommendations and to adopt Community Emergency Plan.

FC 122B

IT Policy: There were queries about the encryption of emails for Councillors who do not have tools/suite packages like the Office. This query will be addressed with WALC and IT Company to discuss options. Further information to follow but in the meantime, Full Council agreed to adopt the policy. *(Action: Meetings Administrator to upload to website)*

Proposed: Councillor P Park

Seconded: Councillor O Munagala

Vote: Agreed Unanimously.

RESOLVED: To adopt the IT Policy.

FC 122C

Dog & Litter Bin Policy: Last discussed in 2019 – there were no changes but adoption at Full Council is required. *(Action: Meetings Administrator to upload to website)*

Proposed: Councillor J Jackson

Seconded: Councillor R Worman

Vote: Agreed Unanimously.

RESOLVED: Members agreed to adopt the Dog & Litter Bin Policy.

FC 122D

Internal Documents: Financial Authorisation & Procurement Procedures: Update Deputy Clerk/RFO, HR & Services Manager from £250.00 to £2,000.00 for operational authority and Facility and POS Manager to £1000.00.

Proposed: Councillor A Roupelis

Seconded: Councillor S Heyes

Vote: Agreed Unanimously.

RESOLVED: Members agreed to note the changes to the internal Financial Authorisation and Procurement Procedures documents.

FC 123

BIKE SHED CHRISTMAS BICYCLE SCHEME 2025

Amazing initiative locally and was thinking of ways that the Parish council can support the good work which benefits Swindon-wide. Aimed for Christmas gifts. Not a door-door collection, exceptional circumstances will allow for collections on a case-by-case basis. The Grounds Maintenance Facility will be used to provide storage for the bicycles. There will be only one van trip which keeps everything neat and secure. Quick inspection to ensure this meets the criteria. Budget allocation for fuel and incidentals can be met from 101 / 4480 Climate Change /Biodiversity, as the initiative reduces land fill. *(Action: Deputy Clerk to implement the short-term Christmas project with the Facility & POS Manager)*

Proposed: Councillor L Stevenson

Seconded: Councillor V Manro

Vote: Agreed Unanimously.

RESOLVED: Members recognised the community and environmental value of this initiative and agrees to take actions to pursue this further.

FC 124

TREE IDENTIFICATION TRAIL

Haydon Wick Parish Council agreed to creating a Tree Identification Trail across the Parish. The trail will feature notable and easily visible trees in areas such as Seven Fields and Mouldon Hill, aiming to improve public understanding of tree species, encourage outdoor learning, and promote walking. Trees play a key role in biodiversity, climate regulation, and habitat provision. The project will use QR codes for educational materials and involve local schools, families, community groups, and wildlife charities. An online and walking trail is planned, with a full launch in spring 2026 to allow time for accurate species reporting and proper preparation. The decision will be promoted during the 2025 National Tree Week (from 24 November 2025) and provide a strong platform for promoting the initiative. *(Action Deputy Clerk to contact Westonbirt for sharing best practice and obtaining some tips: plaques etc with good knowledge and operationally progress with the Facility & POS Manager)*

Proposed: Councillor L Stevenson

Seconded: Councillor V Manro

Vote: Agreed Unanimously.

RESOLVED: Members agreed to create a Tree Identification Trail:

- the installation of the Tree Identification Trail at a cost of £100 to £150.
- to prepare the webpage and install plaques once Council has identified the ten locations.
- to promote the trail as part of National Tree Week
- to include the trail within the wider parish biodiversity and environmental programme.

FC 125

SWINDON LOCAL COUNCILS FORUM

Key highlights from the 18th September 2025 meeting, which was also the Annual General Meeting:

- **Swindon Local Plan 2043** - Consultation running until October 13th, with Parishes encouraged to provide feedback on the draft plan.
- **Partnership Working Projects** - Multiple initiatives underway including Brighter Broadgreen police initiative, community hubs in libraries, and a £20 million trailblazer project in Penhill over 10 years

- **Operational Improvements** - New Director of Operations Simon Anthony keen to improve service levels and communications with Parishes, including enhancements to the Members Hotline and customer services
- **Fly-Tipping Concerns** - Increase in builders' waste being dumped, though two new SBC fly-tipping crews have been established with enforcement powers
- **Elections 2026** - Pre-election period starts March 23rd, with concerns about candidate recruitment and the need for early cost information for budget setting
- **Planning Controversy** - Liddington Parish Council raised serious concerns about a biogas development at Common Head roundabout approved without proper consultation, affecting an Area of Outstanding Natural Beauty
- **AGM Results** - Councillor Vinay Manro re-elected as Chairman, Ian Jankinson as Vice Chairman, and Laura Cutter confirmed as Secretary for 2025/2026
- **Financial Position** - Forum bank balance stands at £463.27, with proposed budget increase to £1,700 to cover salary rises and new bank charges

Met again on 20th November 2025, key highlights included:

- **Active Travel Initiatives** - Trails programme expanded to quarterly runs with 1500 participants; new free cycle parking scheme for small charities/shops; orienteering scheme launching Christmas week with 36 lampposts across Swindon
- **WALC Updates** - New training opportunities including CiLCA support course in January, finance and planning training in new year; free NALC webinar in December on assertion 10 preparedness; next County Conference planned for Swindon
- **Partnership Working Review** - Proposal to restructure Forum meetings into strategic leadership meetings and operational clerk's meetings to address meeting fatigue and improve impact; discussion of potential rebrand from "Forum" to "Association"
- **Parish Liaison Officer** - Proposal for Parish-funded role within SBC to chase issues and facilitate partnership working/triage
- **Planning Partnership Framework** - Protocol adopted with annual review; Parishes encouraged to challenge decisions where objections aren't upheld and collect data to create evidence base
- **Public Space Protection Orders** - Consultation on car parks requiring PSPOs to curb car meets; discussion about including signs on Parish boundary signs
- **Weed Spraying Issues** - Survey revealed inconsistent and poor-quality work across areas; inappropriate timing (winter) and lack of consultation; members encouraged to raise with SBC Operational Team
- **Swindon 2028 Transformation Plan** - Parishes not mentioned in document; Forum has opportunity to collectively feed in, particularly supporting "empower local teams" principle
- **Joint Procurement** - Opportunity for cost savings through joint budget setting and procurement on small items; knowledge sharing on in-house services
- **Members Reports** - Boundary sign inconsistencies at Chiseldon; fly-tipping enforcement questions from Stanton; thermal imaging devices available via libraries; 80th remembrance anniversary tree planting projects discussed

EXCLUSION OF PUBLIC & PRESS

RESOLVED: In accordance with Standing Order 3(d) that 'in view of the confidential nature of the business about to be transacted and in the public interest, that the press and public be temporarily excluded, and they be instructed to withdraw'. Reasons: *Contractual and Sensitive*.

FC 127

GROUND'S MAINTENANCE FACILITY

Awaiting the final bill and a comprehensive response from the Contractor despite a lot of chasing. Flagged snagging issues to our Project Manager who continues to chase for a response. It was noted that the final bill needed to base the budget for the next financial year. The Team is settling in well and they are very happy. The ongoing complaint with EDF is still unresolved. They have offered a small sum as a gesture of goodwill, but the Council did not feel that the sum being offered was proportionate to the amount of disruption they caused. Any contribution will go towards Christmas Carnival. *(Action: Chief Officer to continue to request updates and final billing from the GMF contractor)*

FC 128

CCTV SURVEILLANCE

Committee noted the report and a follow up meeting with SBC's Security & CCTV Manager had taken place today to discuss various options. A site visit will take place on Monday with costs being received and reported back to Council. The aim is to outsource the surveillance CCTV positioned at various Council assets to SBC. It was noted that there is an annual budget and an EMR capital budget available to part fund the future service. *(Action: Deputy Clerk to report costs for outsourced surveillance to Council at next available meeting)*

FC 129

TADPOLE

Members noted the report. A request has been received from the Railway with a cum to fund the entrance works. If Council agree to this sum, then the annual rent would need to be increased for a period of the lease term to help recoup the cost. The Railway have requested the term of the lease is matched with an existing lease they have with SBC of 92 years. Members agreed to recoup the capital investment over for 10 or 12 years at £2,500 per annum and then drop to an annual peppercorn rent. If there are maintenance costs this needs to be reviewed. *(Action: Chief Officer to progress lease negotiations with the Railway and Council's solicitors)*

Proposed: Councillor A Jimmy

Seconded: Councillor J Ireland

Vote: Agreed Unanimously.

RESOLVED: Members approved the report to progress the partnership with the Swindon and Cricklade Railway

FC 130

CLARY ROAD

Local sports and football club – Draycott Football Club is looking for additional pitches and there is a high demand in Swindon. It was reported that Clary Road could be developed and leased on the basis it would be used for five-a-side football pitches. Members considered the outline proposal and agreed to continue discussions with the Football Club. Other opportunities with another Football Club have not resulted in a viable partnership despite reaching out and developing an existing partnership. Therefore the Parish Council is keen to progress the newly interested football club. Members noted there are lots of funding schemes available for this initiative. Next steps are to form a Clary Road Working Party, with members of the Football Club, to discuss the potential partnership. *(Action: Chief Officer to set up a Working Party and arrange an initial meeting)*

Proposed: Councillor V Manro

Seconded: Councillor L Stevenson

Vote: Agreed Unanimously.

RESOLVED: Members agreed to progress the initiative as documented in the report presented.

1. Agree to start formal discussions with Draycott Football Club on a possible long-term lease of Clary Road field.

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- 2. Request a full business plan from Draycott Football Club.**
- 3. Confirm that a peppercorn rent will apply if the club fund all works, and that if the Parish are required to put in any funds, the rent will be set to recover those costs over a ten-year period.**
- 4. Support Draycott Football Club in preparing and submitting any Football Association funding bids.**
- 5. Support any planning applications or certificates of lawfulness required to bring the site into football use.**
- 6. Produce a Memorandum of Agreement to set out the principles and expectations for the negotiation stage.**
- 7. Receive a full report once all information has been gathered.**

The meeting closed at: 9.33pm

Chairman _____

Initials _____