



ITCHEN VALLEY PARISH COUNCIL

(Serving the villages of: Avington, Easton, Itchen Abbas & Martyr Worthy)

Final Minutes of Full Council Meeting on Thursday 7th February 2019 at Martyr Worthy Village Hall

Attending: Cllrs Appleby (Chair), Langford, Stoodley, Moffat, Riley, Leigh.

In Attendance: Cllrs Porter (HCC), Power (WCC); Michelle Leadbitter-Allen (Clerk).

Item	Content	Action
18.133	Apologies: Cllr Jeffes, Legat, Andrews	
18.134	Minutes of Meeting of 3rd January 2019 and Matters Arising Minutes were approved. Chairman Cllr Appleby signed the minutes as accurate. Discussion ensued regarding the planting of the Itchen Abbas Walnut Tree. It was decided to purchase a large tree at a cost of around £50.	
18.135	Public Participation & Declarations of Interest on Agenda. There were no members of the public present. There were no declarations of interest. Cllr Porter speaking as a Watercress Way Trustee asked to link with IVPC to complete a topographical study at Couch Green where they would like to install a full compliant disabled access to the old railway line. IVPC agreed to work with Watercress Way Charity on this project. <i>(see Appendix 1)</i> <u>Action:</u> Cllrs to meet at site to decide on design of ramp	ALL
18.136	City and County Council Reports. HCC Cllr Porter ran through her report. <i>(Appendix 2)</i> <u>Salt Bins:</u> There was a discussion regarding the condition of the salt within the salt bins. <u>Action:</u> Cllr Appleby as Highways Portfolio Holder will check the salt bins within the parish reporting any problems to HCC. Cllr Porter advised the council of the consultation taking place for modifications to the SNDP Local Plan. Details can be viewed here https://www.southdowns.gov.uk/planning/national-park-local-plan/south-downs-local-plan-main-modifications/ Cllr Porter read through the list of projects in the area that require CiL support. In addition, Cllr Porter advised the council of the new <i>Parish & Town Investment Fund</i> which can support Capital Funding, revenue funding and training for parish & community. <u>Action:</u> Cllr Riley to investigate how this can be used. To liaise with Cllrs Appleby & Langford.	PA
	WCC Cllr Power ran through her report. <i>(Appendix 3)</i> There was a discussion regarding the extent of 'fly-tipping' Cllr Riley had reported the fly-tipping at Bridgette's Lane but was unsure if this had been removed or not.	YR
18.137	Financial Matters (i) Members noted the draft minutes from 17.01.2019 (ii) Accounts to be paid Clerk Mrs Leadbitter-Allen circulated details of bills and invoices received in January <i>(see Appendix 4)</i> . Cllrs Moffatt and Stoodley signed accounts sheet to authorise payments. Monthly Bank Reconciliation to be attached. <i>(see Appendix 5)</i> (iii) SNDP Cil Review – noted that the projected decided upon at the F&GP meeting for CiL submission was no longer an option. It was decided instead to approach CiL for funding for the topographical survey at the King George V Playing Field and Watercress Way site at Couch Green.	

Item	Content	Action
	<p>There was discussion regarding contacting Hampshire Playing Fields for advice on project managing the football pitch site.</p> <p><u>Action Points:</u></p> <ul style="list-style-type: none"> (a) Topographical Study (b) Hold a meeting to put our vision down on paper (c) Contact Hampshire Playing Fields (d) Look at using Parish and Town Investment Fund for funding (e) Meet at Couch Green <p>(iv) Management Account Review:</p> <p>Cllr Riley ran through the current Management Account figures (<i>see Appendix 6</i>) noting the surplus figures. Cllr Riley suggested that the refurbishment of the notice board be brought forward.</p> <p>Cllr Riley to move the monies reserved for Couch Green to a designated reserve account.</p>	YR
<p>18.138 Planning</p>	<ul style="list-style-type: none"> (i) Members noted the draft minutes from 17.01.2019. (ii) Members noted the extension granted from SDNP regarding planning application SNDP/18/06249/FUL from 1st February to 28th February '19. (iii) Planning applications: <ul style="list-style-type: none"> a) Change of use of land from agriculture to mixed agriculture and holding of one music festival event and one sports endurance event in any calendar year including retention of wooden structures within woodland and minor alterations to existing access on A31, both associated with festival use (L) <p>Matterley Farm Alresford Road Ovington Alresford Hampshire, SO24 0HU SDNP/18/06249/FUL Deadline 1st February 2019</p> <p>Discussion ensued amongst the councillors.. Cllrs were concerned about the application being granted in perpetuity. Cllr Langford told the members how he had been contacted by Cllr Pain of Cheriton Parish Council as they would like to consult with us before commenting on this application.</p> <p><u>Action:</u> Clerk Mrs Leadbitter-Allen to invite Councillors from Itchen Stoke, Cheriton, Titchborne and Chilcombe Parish Councils to our next Planning Meeting on 21st February at IVPC</p> b) Extensions and internal alterations to existing property and extension of existing outbuilding <p>The Old School House Church Lane Easton SO21 1EH SDNP/19/00402/HOUS Deadline 26th February 2019</p> <p><u>Decision:</u> IVPC Support the Application.</p> b) Proposed lighting to existing tennis and netball courts <p>Worthy Park House Worthy Park Lane Kings Worthy SO21 1AN SDNP/19/00294/FUL Deadline: 25th February 2019</p> <p><u>Decision:</u> IVPC Support the Application.</p> c) Variation of condition 3 on planning permission SDNP/16/00692/CND (to extend the time period within which only 2 motor cycle racing events can take place to between 20 March and 1 October in any calendar year) and variation of Condition 6 (to allow any necessary ecological mitigation measures to be implemented before any event takes place from 20 March to 1st August in any calendar year) <p>Matterley Farm Alresford Road Ovington Hampshire SO24 0HU SDNP/18/05996/CND</p> <p><u>Decision:</u> No further comment from IVPC</p>	MLA
<p>18.138</p>	<p>Members noted the new date of the AGM and FCM from 2nd May to 9th May. This meeting will be held at Martyr Worthy Village Hall.</p> <p>Members decided to hold the APM on 25th April.</p>	

Item	Content	Action
18.139	<p><u>Action:</u> Clerk Mrs Leadbitter-Allen to book room at available venue.</p> <p>Highways England: M3 Junction 9 Improvement - EIA Scoping Notification and Consultation Deadline 25 Feb 19 (L)</p> <p>The members discussed the Improvement of Junction 9 consultation. It was noted that the possible noise of traffic from the improvement was of concern.</p>	MLA
	<p><u>Action:</u> Cllr Langford to submit the comment based on the comment submitted to the Highways consultation.</p>	CL
18.140	<p>Litterpick</p> <p>Cllr Leigh gave an update. Posters have been made free of charge by Princes Mead School.</p> <p>Cllr Riley would like to increase the number of participants and target hot-spots Hampshire Chronicle would like to do a follow up article after the litter pick.</p> <p>The following Councillors are responsible for managing the following areas on the day:</p> <ul style="list-style-type: none"> • Avington: Cllr Langford • Itchen Abbas: Cllr Appleby • Chilland and Couch Green: Cllr Andrews • Martyr Worthy: Cllr Riley • Easton: Cllrs Stoodley and Moffat 	
	<p><u>Action:</u></p> <ul style="list-style-type: none"> (i) Cllr Moffat to provide trailer (ii) All Councillors encouraged to take photos on the day 	PM
18.141	<p>Parish Council Reports</p> <p>(a) <u>Footpath Matters:</u> Cllr Jeffes sent an email to let the members know that he is still awaiting feedback from RA and HCC Ranger re suitability of bark chippings vs scalplings</p> <p>(b) <u>Highway Matters</u> There was a discussion about issues with Lengthsman. Cllr Moffat would like to arrange a 6 monthly contract review with Rob from RP Gardening</p>	
	<p><u>Action:</u> Clerk to arrange meeting with Rob when he is next in the area.</p>	MLA
	<p>(c) <u>Village Halls</u> Nothing to report.</p> <p>(d) <u>Website</u> Cllr Moffat explained that his parish email was still not working.</p>	
	<p><u>Action:</u> Cllr Appleby to follow up with Cllr Legat about what can be done to fix this issue.</p>	PA
	<p>(e) <u>Open Spaces</u> Cllr Riley ran through her report. There was discussion around the levelling of the playing fields & future development at Couch Green, believing there is merit to working with Watercross Way Charity, especially with regards to gaining a topographical survey. Cllr Riley said that she had received some prices of play equipment from Vitaplay but before ordering any equipment, she felt it best to do some consultation work with the parish community.</p>	
	<p><u>Action:</u> Cllr Riley and Clerk Mrs Leadbitter Allen to put together survey and place on website & notice board. Cllr Stoodley will consult with primary school.</p>	YR/MLA RS
18.142	<p>Correspondence</p>	

Item	Content	Action
	Clerk Mrs Leadbitter-Allen circulated correspondence list (<i>see Appendix 7</i>).	
18.143	GDPR	
	(i) Clerk Mrs Leadbitter-Allen circulated sample email signature and disclaimer. This was approved for use for all councillors.	
	(ii) Use of Council Emails – refer to Website Report.	
18.144	Parish Council Election Meeting Update	
	Clerk Mrs Leadbitter-Allen gave a brief update on the meeting she attended at WCC on 24 th January.	
	<u>Action:</u> Clerk to send out nomination packs to all members	MLA
	Cllr Appleby agreed to advertising on website and putting information in the Parish Council report for the March edition of The Itchen Valley News.	PA
18.145	Items for Consideration at Next Meeting	
	Litter Picking:	
	(i) Cllr Appleby to follow up with the WI	
	(ii) Cllr Ward to approach 'idverdi' regarding use of yellow 'Litter Picking' signs.	
18.132	Date of Next Meeting(s)	
	Next scheduled meeting is Thursday March 7 th at 7.00 pm at Itchen Abbas and Avington Village Hall.	
	Chair closed the meeting at 9.20 pm.	

Jackie Porter <jackie@jackieporter.co.uk>

6:14 PM (0
minutes ago)

to cllr.y.riley@itchenvalleyparishcouncil.org.uk

Dear Yvette,

Thank you for your consideration of the Watercress way trustees' inclusion into this topographical study.

The Trustees would like to work on improved access at Couch Green to provide a full compliant disabled access onto the old railway line. With a height difference from top to bottom of approx 6m, and a gradient of 1 in 20, the minimum length of slope would be 120m. Imagine pushing a wheelchair up a slope at least the length of a football pitch!

We have been advised that there should be a few 'rest points' that are level. This would probably increase the total length to around 140m.

We have included this work in our strategic plan for 2019-20 year but we are conscious of your plans for the Couch Green playing field area and do not want to impose a design on you which would not fit with your plans.

Therefore, we ask you to consider:

Are you happy for this to be the site of a disabled access entry point?

Where you would like the lower entry point to be along the rear of your land?

Would you prefer a zig zag design or one long straight, or a two section path?

Would you like it to join to any other paths through Couch Green?

Would you be prepared to assign a disabled space in the car park, or near the current gate in the road way in Couch Green?

The topographical study would be useful in order to link to your works. We hope/believe that it should not cost more than £200 in addition, but if it is estimated to be more, we would appreciate notice before agreement to continue. Hopefully, completion of a joint study would be beneficial for all parties. When we know the answers to the questions we have posed, (we could arrange a meeting?) we would like to apply to you for 'Boomtown money' support for this project .

Thank you again for your continuing support of our work.

with kindest regards

Jackie Porter

- County Councillor representing residents and businesses in the Itchen Valley Division
- City Councillor for the Worthys
- Charity Trustee
- *Please think green: keep it on screen!*

You can contact me at :

by telephone: 01962 791054

by text: 07973 696 085

Twitter @Jackielibdem



Appendix 2 Winchester City Councillor Monthly Report January 2019

Report to Town & Parish Councils – Cllr. Margot Power – January 2019

01962 734167 mpower@winchester.gov.uk

Police Matters

I spent some time with Sergeant Bethan Wood and PC Dave Fry recently, talking about how we could support the police better than we do already.

Information! We have had opportunistic thefts recently, thought to be linked to suspicious vehicles. On one occasion it was announced on Facebook, and PC Fry was just around the corner, and did not know. Crimes must be reported on either 999 for crime in progress or 101, otherwise they do not count against statistics, are not available to inform any recommendations, and do not support resource allocation.

None of this is news to you but can we have some help please on getting the message out to everybody?

We know the wait for 101 is bad news but reporting on line is quick and simple go to

<https://www.hampshire.police.uk/ro/report/ocr/how-to-report-a-crime/> Keep the link on your phone, and use it please.

Suspicious vehicles are more difficult as not technically a crime. Regrettably Bethan does not have the influence to change national police IT systems, so she would like us please to use the link above and work through to a Road Traffic Incident.

Anti-Social Behaviour should also be reported using the online system, we have got into the habit of reporting this to our local PSCO but apart from the obvious problem of him not being on duty, or engaged on other matters, it is a better use of his/her time if re report it on line, it will get posted through to him very quickly, and who knows a member of the force may be just around the corner and be able to 'have a word'.

Retail Outlets are not always reporting minor crimes as and when they occur, obviously, it takes staff time. Please make an effort to report these as soon as possible, it could be information that informs police activity. Your reports and CCTV images when used with others can result in prosecution. If our village or town is being blitzed by criminals it is imperative that the pattern is showing so that police resources can be deployed. Over the years there have been repeated discussion about CCTV in and around Alresford and the Itchen Valley. If the crimes are not reported the data is not there to support the expense.

Please register to receive Hampshire Alerts. This does not result in you receiving trolleyfulls of emails that you have to bin, it is only used when your information could make a difference in solving a serious crime.

<https://member-registration.neighbourhoodalert.co.uk/134/Join>

We have Police reports on our Town & Parish Agenda. Bethan is more than happy to report to local councils on specific matters, and address those meetings if asked, just so long as it is not on a Tuesday, however regular monthly reports are not likely and councils may wish to remove this item from the agenda.

Leaves. I had no reports of paths becoming hazardous this winter, so far. Hopefully the combination of the published schedule and option to report to a hit squad worked well, and we can complement the team?

My next Councillor Surgery is on Friday 1st February in the Alresford Community Centre, 0930 -1045

County Report for Parish Councils February 2019

Cllr Jackie Porter, 01962 791054, mobile 07973 696 085 email:
Jackie.porter@hants.gov.uk

The snow may come back again! HCC Salted routes include all bus routes, but residents are encouraged to clear snow and ice in their local environment using the material in the grit boxes. Please continue to check your local grit bin- if the material inside it is solid, or it is empty, please tell HCC via their website www.hants.gov.uk : put in 'salt bin' on the search box. Or go to report road problems and scroll down.
<https://www.hants.gov.uk/transport/roadmaintenance/roadproblems/saltbinrefill>

Hampshire Commission 2050- please go to the website for more details: your comments are welcome, by the. This commission of 16 invited people is looking at what Hampshire County Council need to do to make Hampshire fit for life in 2050. You can watch previous commission meetings too.

The Major Modifications following the Inspector's review of the South downs Local Plan are out for comment. <https://www.southdowns.gov.uk/planning/national-park-local-plan/south-downs-local-plan-main-modifications/> Deadline for comments: 2359hrs on 28th March 2019

Both WCC and SDNPA are now running a rolling call for development sites: details on their website.

CIL money is being accumulated by some parishes. I have expressed my concern that there is no process by which HCC spends the money that they have, nor do they have a mechanism to help Parishes spend theirs! This is now a considerable sum- together these equate to 40% of CIL receipts. The County has now taken this on board- and I am promised a clear answer by the end of March. I will keep you informed. Meanwhile, I have put forward five projects that need the specific use of HCC CIL support, and will continue to pursue these until the works are done

1. Sutton Scotney crossing
2. West Street Project, Alesford
3. Hookpit Farm Lane works, with Top Field plans
4. Micheldever Station path
5. Flooding in the Worthys
- 6.

A new **Parish and Town Council Investment Fund** has been introduced by HCC. It can support

- Capital Funding to £30,000
- Revenue funding to enable communities to be more resilient up to £30,000
- Training for the parish and/or community, up to £10,000

For queries about your project, look online at hants.gov.uk and contact PTCfund@hants.gov.uk

The amounts above are intended as guidelines and each scheme will be judged on its own merits. Schemes looking for investment of less than £1000 are generally advised to look at [County Councillor Grants](#) (which finish this month, but start again in June).

Council tax: Continued efficiencies/savings have to be made by HCC to reduce the budget and cope with extra demand. The next efficiency to be made is a revision of the Specialist Teachers Advisory Service which offers specific help and advice to parents of SEND children. Deadline for responses is 9th March. Full details can be seen at <http://documents.hants.gov.uk/consultation/STASInformationPack.pdf>

The proposed **HCC Council Tax budget rises by 2.99%**, which is the referendum limit. The 6% additional adult social care additional sum has been 'used up' in the last two years, so will not be imposed again this year, but is expected to be reinstated in the new grant round for 2021.

Itchen Valley Parish Council

as at : 07/02/2019

Accounts to be paid

Ser	Date	Invoice Number	Company	Service Provided	Amount	VAT	Total to Pay	Date & Initials Transaction	Date & Initials Authorised
	To Pay				£s	£s	£s		
1	09.01.19	DD	Information Commissioners Office	Registration	35.00	0.00	35.00	ML 07/2/19	YR 08/2/19
2	17.01.19	5380	GREEN SMILE LTD	GROUPS MAINTENANCE	331.69	66.34	398.03	ML 07/2/19	YR 08/2/19
3	17.01.19	3444	EKS Accounting	Payroll December 2018	20.00	4.00	24.00	ML 07/2/19	YR 08/2/19
4	17.01.19	1086	RP Gardening	Lengthsman NA & OA	397.50	0.00	397.50	ML 07/2/19	YR 08/2/19
5	17.01.19	1989	Vitaplay	CG & OSF Maint & Insp - Nov 2018	84.00	16.80	100.80	ML 07/2/19	YR 08/2/19
6	17.01.19	2019	Vitaplay	CG & OSF Maint & Insp - Dec 2018	84.00	16.80	100.80	ML 07/2/19	YR 08/2/19
7	17.01.19	—	Michelle Leadbitter-Allen	Clerk - Expenses	30.94	6.19	37.13	ML 07/2/19	YR 08/2/19
8	17.01.19	—	Michelle Leadbitter-Allen	Clerk - Salary	1000.00	0.00	1000.00	YR 31/1/19	CL 31/1/19
9	07.02.19	1089	RP Gardening	Lengthsman BS, HW, W, KW	795.00	0.00	795.00	ML 07/2/19	YR 08/2/19
10	07.02.19	—	Michelle Leadbitter-Allen	Clerk - Salary	48.72	0.00	48.72	YR 31/1/19	CL 31/1/19
11	07.02.19	—	PAYE	Clerk - PAYE, NI, Employers NI	122.08	0.00	122.08	ML 07/2/19	YR 08/2/19
12	07.02.19	1091	RP Gardening	Lengthsman IVPC	220.00	0.00	220.00	ML 07/2/19	YR 08/2/19
13	07.02.19	1090	RP Gardening	Lengthsman IVPC	198.75	0.00	198.75	ML 07/2/19	YR 08/2/19
14	07.02.19	1092	RP Gardening	Lengthsman Boarhunt	198.75	0.00	198.75	ML 07/2/19	YR 08/2/19
15	07.02.19	—	Michelle Leadbitter-Allen	Clerk-Expenses: Parking WCC	1.60	0.00	1.60	ML 07/2/19	YR 08/2/19
16	07.02.19	5411	GREEN SMILE LTD	Grounds Maintenance	331.69	66.34	398.03	ML 07/2/19	YR 08/2/19
17	07.02.19	DD	Nest	Clerk - Pension - March	57.08	0.00	57.08		YR 08/2/19
18	07.02.19	1399	HBPS - Bird & Pet Solutions	Rabbit control services	300.00	60.00	360.00	ML 07/2/19	YR 08/2/19
*****END OF LIST*****									
Total Expenditure					4256.80	236.47	4493.27		
Income Received							£s		
1	31.01.19		Worthy Youth FC				157.84		
2	31.01.19		Worthy Youth FC				157.84		
3									
Total Income							315.68		

Appendix 5 Monthly Bank Reconciliation

Itchen Valley Parish Council Bank Reconciliation	Month Ending		Jan-19	
Prepared By:	Michelle Leadbitter-Allen	Clerk/RFO	Date	31.01.19
Approved by:	Yvette Riley	Chair F&GP	Date	
Balance as per Bank Statements as at 31/01/2019	£	£	£	
Unity Bank Current Account	23688.16			
Unity Bank High Intest Account	30120.82	53808.98		
Less/ Any Unpresented Cheques, recorded in the cash book but not debited from the bank (normally only impacts current account)	0.00			
Cheque Numbers:				
Payments not yet processed through the bank but in the cash book	0.00	0.00	53808.98	
Add/any unbanked cash as at 31/01/19				
Net Bank Balance as at 31/01/19			53808.98	
The net bank balance reconciles to the cash book receipts and payments as follows:				
CASH BOOK Opening balance (Remains the same throughtout the year)	36489.05			
Add/ total receipts up to 31/01/19	67533.70	104022.75		
Less/Total payments made in years up to 31/0119		50213.77		
Closing Balance per CASH BOOK as at 30/12/18			53808.98	
(Note figure above must equal bank balances)	Difference		0.00	

Best Regards,

[insert title & name] [post nominal letters]



Itchen Valley Parish Council

E: [\[insertname\]@itchenvalleyparishcouncil.org.uk](mailto:[insertname]@itchenvalleyparishcouncil.org.uk)

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Correspondence January 2019

No	Content/Detail	Date	Action
1	Rural Services Network <i>Forwarded to Chairs 9th January 2019</i>	09/01/2019	For info
2	SDNPA Planning Committee <i>Forward to Chairs 9th January 2019</i>	09/01/2019	For info
3	Action Hampshire's Community Led Housing Hub Launch Event <i>Forwarded to Cllr Langford for info & action</i>	14/01/2019	Cllr Riley attending
4	WCC Annual Return of CiL Receipts <i>Forward to Chairs 9th January 2019</i>	09/01/2019	For Info & action
5	HALC Newsletter <i>Forwarded to all councillors on 18th January 2019</i>	18/01/2019	For info
6	Rural Service Network Bulletin <i>Forward to all councillors on 25th January 2019</i>	22/01/2019	For info
7	HALC: Guidance Note on Accessibility Regulations Website & Mobile Applications <i>Forwarded to Chairs & Councillor Legat on 30th January 2019</i>	22/01/2019	For info
8	NALC: Newsletter <i>Forwarded to all councillors on 23rd January 2019</i>	23/01/2019	For info
9	THE EDITOR: The latest from the UK's largest Public Sector Network <i>Forwarded to all councillors on 23rd January 2019</i>	23/01/2019	For info
10	Melissa Fletcher, Funding & Development Officer, WCC <u>Small Grants - up to £500 - Deadline: noon 13 February 2019</u> Grants of up to £500 are available to not-for-profit and voluntary organisations in the district to support their work. This grant stream is for one off activities or pieces of equipment. You may wish to apply for a health- related activity, a new/additional piece of equipment for a sports club, promotional material for an arts event/project, or a community activity. <i>Forwarded Cllr Riley and Cllr Legat on 30th January 2019</i>	24/01/2019	For Info & Action
11	NALC: Chief Executive Bulletin <i>Forwarded to all councillors on 18th January 2019</i>	25/01/2019	For info
12	HALC: Invitation - Hampshire ALC Annual Conference 2019 <i>Forwarded to all councillors on 28th January 2019</i>	28/01/2019	For info
13	Rural Services Network <i>Forwarded to all councillors on 17th January 2019</i>	29/01/2019	For info

No	Content/Detail	Date	Action
14	Note from Cheriton Parish Council requesting collaboration regarding Boomtown Planning Application <u>SDNP/18/06249/FUL</u> <i>Forwarded to all Cllr Langford on 29th January 2019</i>	21/01/2019	For info
15	Southern Water Update: Tips for winter <i>Forwarded to all Cllr Legat on 28th January 2019</i>	28/01/2019	For action
16	WCC Strategic Updates regarding local Plan <i>Forwarded to all councillors on 28th January 2019</i>	28/01/2019	For info
17	<i>HALC: Parishes are Blooming</i> <i>Forwarded to all councillors on 30th January 2019</i>	29/01/2019	For Info
Correspondence by Royal Mail - None			