
REPORT OF CABINET

MEETING HELD ON 23 OCTOBER 2008

Chairman: * Councillor David Ashton

Councillors: * Marilyn Ashton * Barry Macleod-Cullinane
 * Christine Bednell * Chris Mote
 * Tony Ferrari * Paul Osborn
 * Susan Hall * Anjana Patel

* Denotes Member present

[Note: Councillor Margaret Davine attended this meeting to speak on the item indicated at Minute 494 below. Councillor Stanley Sheinwald attended this meeting to speak on the item indicated at Minute 496 below. Councillor Eric Silver attended this meeting to speak on the items indicated at Minute 504 and 505 below. Councillor Bill Stephenson also attended this meeting to speak on the items indicated at Minute 492 and 494 below].

PART I - RECOMMENDATIONS - NIL

PART II - MINUTES

489. **Declarations of Interest:**

RESOLVED: To note that no interests were declared by Members present in relation to the business to be transacted at the meeting.

490. **Minutes:**

RESOLVED: That the minutes of the meeting held on 18 September 2008, be taken as read and signed as a correct record.

491. **Arrangement of Agenda:**

The Chairman drew attention to the supplemental agenda which contained item 8a, Scrutiny Work Programme – Feasibility Reports and item 17, Amalgamation Policy Document and Implementation Guidance.

RESOLVED: That all business be considered with the press and public present with the exception of the following items for the reasons set out below:-

<u>Item</u>	<u>Reason</u>
23. Appendix to the Report on the Mill Farm Regeneration Proposal	The appendix was exempt from publication under Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that it contained information relating to the financial or business affairs of any particular person (including the authority holding that information).
24. Appendices to the Report on the Development of the Town Centre Infrastructure	The appendices were exempt from publication under Paragraph 3 of Part I of Schedule 12A to the Local Government Act 1972 (as amended) in that they contained information relating to the financial or business affairs of any particular person (including the authority holding that information).

492. **Petitions:**

1. Mr Brian Lanning presented a petition containing 318 signatures on behalf of residents from the Greenhill Manor Residents' Association. The terms of the petition were as follows:-

"We, the undersigned residents of Greenhill Manor, are extremely concerned about the very poor state of the pavements in the area. Many paving slabs and concrete crossovers are badly broken and treacherous. The problem is made worse in many cases by the protruding roots of trees planted in the footpaths. We believe that all of the pavements require early replacement as there are serious risks of pedestrians suffering accidents."

RESOLVED: That the petition be received and referred to the Portfolio Holder for Environmental Services and Community Safety for consideration.

2. Councillor Bill Stephenson presented a petition containing 99 signatures on behalf of residents who resided in the County roads. The terms of the petition were as follows:-

"From residents who live in the County Roads and object to the proposals from Harrow Council to (1) implement a Controlled Parking Zone and (2) introduce a one way system between Pinner View (southern end) and Bedford Road. We, the undersigned, are concerned residents who urge Harrow Council to abandon these plans."

RESOLVED: That the petition be received and referred to the Portfolio Holder for Environmental Services and Community Safety and the Traffic and Road Safety Advisory Panel for consideration.

493. **Public Questions:**

RESOLVED: To note that no public questions had been received.

494. **Councillor Questions:**

RESOLVED: To note that the following Councillor Questions had been received:

1.

Questioner: Councillor Margaret Davine

Asked of: Councillor Barry Macleod-Cullinane, Portfolio Holder for Adults and Housing

Question: "Will you give me a categorical assurance that you will agree to retain the 'Supporting People' budget to provide preventative housing-related services for the three years 2008 – 2011?"

Answer: "We would want to give a categorical assurance at this time but given the parlous state of the public finances nationally and extra pressures on the Council's services as a result of the coming recession caused by the Brown-Bust, it would be irresponsible to commit to budget outlays this far in advance.

"We would, of course, like to keep the money within Supporting People, using it for preventative services. However, we need to make sure that public money helps people in the best way possible. Now that the Supporting People funding pot has been "de-ring-fenced", allowing it to be spent in other ways, we must ensure that it gets spent in the way that helps people most effectively."

Supplemental Question: "These services have provided over the past few years a real step forward in the way that Harrow has been able to provide some preventative services. When this goes into the whole CAA pot, it will be a shame if those services are shaved away and are not still there to support the work that the Supporting

People Panel has done. Harrow has been a shining example of taking that forward and assisting the needs of the people in Harrow."

Supplementary Answer:

"I agree that excellent work has been done in this field and at the same time, we are facing extreme constraints on the public finances. We are going to have think long and hard how we use these funds most effectively to help people – and preventative work is going to be an important strand of that.

"The Chairman of Overview and Scrutiny has been leading the review of our relationship with the voluntary sector, as part of our efforts to work better with our partners in the voluntary sector and other services to make sure that we provide preventative work effectively. At the same time, we have to pay attention to the fiscal circumstances which we're in – fiscal surroundings worsened by the government's economic mismanagement and fiscal irresponsibility."

2.

Questioner: Councillor Margaret Davine

Asked of: Councillor Barry Macleod-Cullinane, Portfolio Holder for Adults and Housing

Question: "Will you assure me that the Carers' Grant which covers both Adults and Children's services will continue to be applied to Carers' Services when it is added to the area-based grant 2009 - 2010?"

Answer: "We are trying to make sure that we put the resources into things that work well and we are committed to improving support for carers – as our refresh of the Carers' Strategy later in the agenda tonight underlines.

"However, with growing pressures on social care budgets owing to the Brown-Bust, every spending commitment needs to be carefully considered to ensure the maximum possible benefits to users and carers. Because of those increased demands for social services resulting from the Credit Crunch, final spending decisions will need to be taken closer to the date of the Budget-setting."

Supplemental Question:

"Are you aware that the Carers' Grant in Harrow has been something to be proud of, except that £20,000 has been cut. The wording in the report leaves the door open for that to happen again. I know that the Government is putting more money into Carers' Services because of the cost effectiveness of using volunteers. Carers are concerned about not being able to provide all the services that those that they care for require."

Supplemental Answer:

"Your first point – of shaving off £20,000 in 2006 – was part of this Administration's vital exercise needed to balance the books, when this Administration took power, to make sure that we actually could run the overall services that are required by the people of Harrow. We have to make sure that we act responsibly, unlike the previous administration, in managing the Council's finances.

We have to balance different competing needs in this area and look at the limited pot that we have to supply all these services. I want to make sure that we get as much money into supporting carers and to help the people that they are caring for. However, we are not going to give categorical assurances at this stage because we are still trying to determine the likely shape of our finances for future years, including the extra spending pressures resulting from the recession caused by the Brown-Bust."

3.

Questioner: Councillor Bill Stephenson

Asked of: Councillor David Ashton, Leader of the Council and Portfolio Holder for Strategy, Partnership and Finance

Question: "You have agreed that businesses can spread their NDDR payments over twelve rather than ten equal payments in a year. Will you also consider doing the same thing for Harrow residents who are having difficulty in paying their Council Tax in these very difficult financial times?"

Answer: "We have not as a general rule, changed the payment for business tax from ten to twelve payments. We have responded to businesses having difficulties to address their difficult times. We have set up an advice service through Harrow Business to help companies manage their affairs more effectively. There is a meeting on Saturday 15 November 2008 for the West London Business Advice Day which is run by Business Connections and the Council. This has been designed to help small businesses focus on the impact of problems.

With regard to Council Tax, that is already the case. Paying by direct debit, which the majority of people already do, means that there is an immediate option to pay over twelve months rather than ten."

Supplemental Question: "I certainly am aware of local residents who want to pay by standing order and who have great difficulty in paying over twelve months. Would you consider for those people who want to pay that way, that they could do similar?"

Supplemental Answer: "It is a reasonable offer that direct debits are the most modern, cost efficient way of making these payments. We provide the direct debit guarantee, so if there was a problem, money is refunded. The fact that direct debits can be made over twelve months demonstrates flexibility and is available to any resident in the borough."

495. **Forward Plan 1 October 2008 - 31 January 2009:**

The Chairman advised that several items which had appeared on the October Forward Plan had been deferred. These included:

- The Harrow Business Improvement District. This item had been deferred because the document was being clarified.
- The Procurement of Sports and Leisure Facilities Contract Management Partner. This item was being reviewed due to the impact of the current economic conditions on the issue.
- The Harrow Tourism Strategy (2009 – 2012). This item had been deferred as the document was not yet complete.

The Chairman also reported that the item relating to the Procurement Route for Building Schools for the Future would be removed from the Forward Plan as more guidance was required from the Department for Schools, Children and Families.

RESOLVED: To note the contents of the Forward Plan for the period 1 October 2008 – 31 January 2009.

496. **Reports from the Overview and Scrutiny Committee or Sub-Committees - Scrutiny Work Programme - Feasibility Reports:**

In accordance with Executive Procedure Rule 20, the Chairman of the Overview and Scrutiny Committee introduced the report which outlined the proposed scrutiny work programme of the Overview and Scrutiny Committee for 2009/10. He explained that the process of producing the work programme had involved discussions between lead Members in Scrutiny, Portfolio Holders and Corporate Directors. The proposed work

programme had included consideration of a number of important issues, including Council communications and tenants' rights to manage.

Members welcomed the proposed work programme, highlighting the following proposed projects as addressing important areas:

- Development of a Children's Trust Model.
- Adults and Housing Transformation Programme Action Plan – Standing Review.
- Extended Schools Light touch Review.

The Portfolio Holder for Community and Cultural Services reported that the ongoing review into delivering a strengthened voluntary and community sector had demonstrated outstanding joint working.

RESOLVED: That the proposed scrutiny work programme for 2009/10 was very positive and be endorsed.

Reason for Decision: To ensure that Cabinet was fully engaged in the development of the scrutiny work programme.

497. **Progress on Scrutiny Projects:**

The Scrutiny Manager reported that the Standing Review of the Budget had been delayed due to a need to organise a meeting between Members of the review group and the Chairman of the Performance and Finance Scrutiny Sub-Committee to devise questions. These questions would be submitted to the Leader of the Council and Corporate Director of Finance at a future meeting.

The Chairman requested that the meeting, where the questions would be submitted, be arranged as early as possible.

RESOLVED: To receive and note the current progress on the Scrutiny Reviews.

498. **Senior Management Structure:**

The Chief Executive introduced the report, which proposed refinements to the functional responsibilities of the senior management structure of the Council to better enable it to achieve its strategic objective to be recognised as one of the best London Councils by 2012.

RESOLVED: That the revised functional responsibilities, as set out in the Chief Executive's senior management structure report at Appendix 1, be approved.

Reason for Decision: To enable the Council to complete implementation of the senior management structure agreed by Cabinet in April 2008.

499. **Consultation Strategy:**

The Portfolio Holder for Performance, Communication and Corporate Services introduced the report, which described a strategy for extending the range of consultation that the Council employed, co-ordinating its customer and resident research and using the results to improve service outcomes and customer satisfaction. He advised that the Consultation Strategy would demonstrate to the public that their opinions would be taken into account and it established a framework for all consultation conducted by the Council. He added that the Consultation Charter had been set out in a jargon free manner.

The Portfolio Holder further reported that a key aspect of consultation would involve the Youth Council, as their views were important. The Portfolio Holder for Children's Services added that the Council would be publishing a booklet entitled 'Youth Voice Influence' for the benefit of young people.

RESOLVED: That the Consultation Strategy be adopted.

Reason for Decision: To enable the Council to get the best value for its investment in consultation.

500. **Key Decision - Corporate IT Strategy:**

The Divisional Director of IT, introduced the report, which set out a vision for the use of technology to improve customer services, community services and business efficiency over the next five years. The report set out a framework of principles and actions for

the IT strategy to commence the delivery and associated benefits of service improvement and reduced costs.

The Divisional Director advised that the new strategy addressed governance arrangements, information management and how to utilise partnerships effectively.

RESOLVED: That the Corporate IT Strategy 2008-2013 and the proposed actions for its delivery, be approved.

Reason for Decision: An IT strategy was required to ensure that investment in technology was aligned with the Council's future direction and agreed priorities. Delivery of an IT strategy was part of the Improvement Plan. A strategy was required as the previous one was out of date.

501. **Integrated Planning 2009 - 10 to 2011-12:**

The Corporate Director of Finance introduced the report, which provided Cabinet with an update on integrated planning for 2009-10 to 2011-12. She explained that the report set out the current financial and economic context. The budget process would be challenging given the current economic pressures which included demand for services, inflation, the price of fuel and the impact on the disposals programme.

Members were advised that it was still intention of the Council to maintain 3% Council Tax rises. The estimated funding gap had been calculated at approximately £8 million a year. Half of this gap was due to the current economic pressures.

The Corporate Director outlined the efficiency programme and how the Council intended to close the remaining funding gap. In response to a query by a Member, the Chairman explained that the Council operated a rolling long term contract for the purchase of fuel. The estimated funding gap had anticipated high fuel prices. Lower fuel prices would help to reduce the economic pressures.

RESOLVED: That (1) the context and current position on the development of the new corporate plan and medium term financial strategy be noted;

(2) the approach to closing the remaining funding gaps be agreed;

(3) the planning totals for the capital programme be approved.

Reason for Decision: To ensure that the Council was in a position to approve a final corporate plan and balanced budget in February 2009.

502. **Key Decision - Mill Farm Close Regeneration Proposal:**

The Portfolio Holder for Adults and Housing introduced the report, which recommended the appointment of a preferred Registered Social Landlord (RSL) partner to enable the improvement and regeneration of the Mill Farm Estate, Pinner following a competitive selection process carried out with residents from March to September 2008. He reported that there was a need for accommodation in Mill Farm to be brought up to current standards. The Council had sought a RSL to provide investment on the Council's behalf.

The Portfolio Holder advised that the regeneration proposals would deliver more social housing and a greater range of accommodation. The proposal involved appointing Catalyst Housing Group as the Council's preferred RSL partner for the regeneration. Catalyst Housing Group's offer represented the best proposal out of four good offers. Work had also taken place to ensure that the terms offered were current and viable given the current economic pressures. He added that 10% of the new build would also be wheelchair accessible, which would contribute to the compliance of the Disability Discrimination Act 2005.

Members welcomed the report and

RESOLVED: That (1) the formal appointment of Catalyst Housing Group as the Council and residents preferred partner to take forward the regeneration proposals for the Mill Farm estate, be approved;

(2) authority be delegated to the Corporate Director of Adults and Housing to work with Catalyst Housing Group and the Resident Steering Group to agree a Formal Offer document setting out detailed proposals and terms for the transfer of the estate and conduct a formal ballot of tenants and leaseholders;

(3) officers be authorised to seek formal approval from the Secretary of State to the transfer under Section 32 and 43 of the Housing Act 1985, subject to a favourable ballot;

(4) officers be authorised to serve initial demolition notices and subsequently final demolition notices under the Housing Act 1985.

Reason for Decision: To enable a comprehensive improvement of the Mill Farm estate to meet and exceed Decent Home standards and to provide a better mix of housing to meet existing and future residents' needs.

503. **Key Decision - Carers Strategy 2008 - 2011:**

The Portfolio Holder for Adults and Housing introduced the report which presented the Carers Strategy for 2008-2011. He advised that the strategy set out how the Council would address issues relating to carers generally and on communication to improve services.

The Portfolio Holder for Children's Services welcomed the report and advised that there were a number of young carers looking after adults. It was important that they were provided with support and able to make the most of their lives.

RESOLVED: That the Carers Strategy 2008-2011 be agreed.

Reason for Decision: The Carers Strategy helped to deliver the statutory and non-statutory requirements as set out in national and local policies.

504. **Key Decision - Supporting People Strategy Refresh 2008 - 2011:**

In accordance with Executive Procedure Rule 20, Councillor Eric Silver, Chairman of the Supporting People Advisory Panel, introduced the report, which set out the background and summary of the Supporting People strategy refresh 2008-11. The strategy outlined the direction of the Supporting People Programme which commissioned procured and monitored the quality of 'housing related support services' for a wide range of vulnerable groups to enable them to attain or maintain their independence over the three years 2008-11.

Councillor Silver reported that investment into supporting people services would result in net financial gains being achieved by the Council. For every pound invested, approximately double that was received in financial gains.

The Portfolio Holder for Adults and Housing advised that the removal of the ring fencing of the Supporting People Programme Grant would provide greater opportunities and flexibility for money to be allocated to areas where residents could benefit.

The Divisional Director, Commissioning and Partnerships Children and Adults, advised that the provision of supporting people services had an important role in achieving Local Area Agreement targets.

RESOLVED: That the Harrow Supporting People Strategy 2008-11 be agreed.

Reason for Decision: There was a need to have a Supporting People strategy in place that improved the well-being of adults and children and those in need of the Council's help through provision of independent living services. Given local national developments in policy there was also a need to refresh the strategy to ensure that it delivered the maximum benefit to residents from the Supporting People programme 2008-11.

505. **Key Decision - Supporting People Framework Agreement and Access Arrangements:**

The Portfolio Holder for Adults and Housing introduced the report, which set out the background to the Supporting People (SP) Framework Agreement that had, following a sub regional procurement process, been established with a list of preferred providers of SP services. The report also set out the arrangements for Harrow to call off services from this Framework Agreement under Access Agreements in order to establish new or improved provision and requested delegated authority to be passed to the Divisional Director of Commissioning and Partnerships to approve call offs from the Framework.

The Portfolio Holder reported that the proposals would facilitate lower procurement costs which would save the Council money and represented a sensible approach.

RESOLVED: That (1) the background to the establishment of the Framework Agreement be noted;

(2) the framework agreement be noted;

(3) the Harrow Supporting People team can call off from the Framework;

(4) delegated authority be given to the Divisional Director of Commissioning and Partnerships to approve all call-offs from the Framework under Access Agreements up to the maximum Supporting People revenue budget for the financial years 2008/09 to 2012/13 when the Framework Agreement ended.

Reason for Decision: To maximise the efficiencies that the use of the Framework would bring to delivering the procurement plan of the Harrow Supporting People Strategy 2008-11 and to streamline the call-off procedure so that Cabinet did not have to be consulted on every call-off decision.

506. **Key Decision - Amalgamation Policy Document and Implementation Guidance:**
The Portfolio Holder for Schools and Children's Development introduced the report, which set out the outcome of the consultation on the Amalgamation Policy and Implementation Guidance. The Portfolio Holder explained that the policy had been fully consulted on and would provide clarity and support to schools in the borough.

The Director of Schools and Children's Development reported that the policy had been amended in light of experience and guidance provided by the Department for Schools, Children and Families. The Policy had been circulated widely and had been amended in light of the comments received.

RESOLVED: That (1) the consultation responses and outcomes be noted;

(2) the clarified Amalgamation Policy and the Implementation Guidance be agreed.

Reason for Decision: To support the on-going implementation of this policy.

507. **Key Decision - Future Organisation of Roxeth Manor First School and Roxeth Manor Middle School:**
The Portfolio Holder for Schools and Children's Development introduced the report, which set out the outcome of the statutory consultation on the future organisation of Roxeth Manor First and Middle Schools and the recommendations of the governing bodies that the two schools amalgamate in September 2009.

RESOLVED: That (1) the outcome of the statutory consultation and the recommendations from the governing bodies be noted;

(2) the publication of Statutory Notices to combine Roxeth Manor First School and Roxeth Manor Middle School be approved.

Reason for Decision: To exercise the local authority's statutory responsibility in relation to school organisation.

508. **Key Decision - Wood Farm, Wood Lane, Stanmore:**
The Corporate Director of Community and Environment introduced the report, which set out the reasons for the proposal to take a surrender of two existing agricultural leases and transfer the Freehold of approximately 3.5 acres for an enabling residential development of 10 houses. This area would be determined in due course by reference to the ultimate enabling residential planning consent.

The Corporate Director reported that Wood Farm covered approximately 72 acres and was within the Green Belt. The Council owned the freehold to the land but this was subject to two agricultural tenancies. The proposal would allow for the Stanmore County Park to increase by approximately 69 acres. Additionally, provision would be established for a Wildlife Reserve. The Council would also receive a capital receipt for the relevant freehold transfer.

The Portfolio Holder for Major Contracts and Property reported that this proposal represented an excellent compromise to the conflicting demands on the site and provided much needed facilities for residents of the borough.

The Chairman reported that he had written to concerned residents explaining the protocols. The responses received demonstrated that residents had realised the value of the proposals.

RESOLVED: That (1) the Corporate Director of Community and Environment be authorised to consider and rule on the objections received in connection with the proposed disposal of the land outlined in this report following the statutory advertising under section 123 (2A) Local Government Act and Section 5 Green Belt (London and Home Counties) Act 1938;

(2) subject to satisfactory resolution of the above objections to:

- (a) authorise officers to apply for the consent of the Secretary of State to the proposed disposal under Section 5 of the Green Belt (London and Home Counties) Act 1938;
- (b) approve the disposal of the Freehold land at Wood Farm, Wood Lane, Stanmore shown hatched green on the attached plan at the best consideration reasonably obtainable, on terms to be negotiated by the Corporate Director, Community and Environment;
- (c) approve the surrender of the existing two agricultural leases at the Wood Farm site contemporaneously with the Freehold transfer; and
- (d) approve the designation of the balance of land currently subject to those two agricultural leases of the Wood Farm site as a country park and nature reserve.

Reason for Decision: To enable Stanmore Country Park to be extended by approximately 69 acres, out of which 10 acres would be added to Pear Wood. In addition, it would generate a capital receipt for the Council, giving value for money in line with the Council's Corporate Priorities (P11) and the Vision for delivering Value for Money. In particular, Capital had a revenue benefit as it reduced the need to borrow and would assist with reducing the predicted shortfall in 2009/10.

509. **Development of Town Centre Infrastructure:**

The Portfolio Holder for Planning, Development and Enterprise introduced the report, which summarised current steps and future action to ensure that the infrastructure required to support the development and regeneration of Harrow town centre was in place or had been identified.

The Portfolio Holder explained that the report clearly outlined what actions the Council were performing and how the Council was dealing with relevant issues.

RESOLVED: That the report be noted.

Reason for Decision: This report was for the purpose of providing Members with information.

510. **Major Projects - Sports and Leisure Sites:**

The Portfolio Holder for Major Contracts and Property introduced the report, which provided a position statement and issues update in respect of the development of sports and leisure facilities. The report recommended closure of the current Byron Park Leisure Project and further reviews of market conditions in the future.

The Portfolio Holder reported that due to the current economic conditions, it was necessary to terminate projects which were not absolutely necessary. However there were still a number of other projects which were being continued as external funding had been obtained. The projects would benefit residents.

The Portfolio Holder for Community and Cultural Services provided further information on the projects which were being continued. These included:

- the development of the Prince Edward Playing Fields. The Council's partner for this site, Barnet Football Club, had received a grant from the Football Foundation;
- the development of a new Hindu school at William Ellis Playing Fields. The Section 106 agreement obtained would provide new facilities for Belmont United Football Club;

- the development of Whitchurch Playing Fields. This would be going out to tender later in the year;
- the development of Whitmore High School. Community leisure facilities could be incorporated within this development.

RESOLVED: That (1) the content of the report be noted;

(2) as a result of market conditions, which had prevented exchange of contracts in respect of the Gayton Road and Byron Park property sales, the current Byron Leisure Park development project be taken off the list of current projects;

(3) as a result of market conditions, the development of leisure facilities at Hatch End be not initiated as previously scheduled;

(4) as a result of market conditions, the project to consider the potential development of leisure facilities in South Harrow will not commence as scheduled in April 2009;

(5) authority be delegated to the Portfolio Holder for Major Contracts and Property, to determine any decisions in respect of the temporary use of the old Gayton Road site;

(6) the progress of the development of sports and leisure facilities, at Prince Edward Playing Field, William Ellis Playing Field, Whitchurch Playing Field and Whitmore High School be noted;

(7) the financial implications of the above decisions be incorporated within the Period 6 (half year) 2008/09 revenue and capital budget reports to Cabinet, and the budget planning process for 2009/10.

Reason for Decision: To formally determine the status of a number of major projects related to the development of sports and leisure facilities, which were dependent on capital receipts being realised through the sale of property assets.

511. **Mill Farm Regeneration Proposal:**

The Portfolio Holder for Adults and Housing introduced the exempt appendix to the report on the Mill Farm Regeneration. He reported that the appendix provided further financial information on the proposals.

RESOLVED: That the exempt appendix be noted.

Reason for Decision: The appendix was part of item 13 – Mill Farm Regeneration Proposal, on the agenda.

(See Minute 502).

512. **Development of Town Centre Infrastructure:**

The Chairman introduced the exempt appendices to the report on the Development of the Town Centre Infrastructure.

RESOLVED: That the exempt appendices be noted.

Reason for Decision: The appendices were part of item 20 – Development of Town Centre Infrastructure, on the agenda.

(See Minute 509).

(Note: The meeting, having commenced at 7.30 pm, closed at 8.42 pm).

(Signed) COUNCILLOR DAVID ASHTON
Chairman