

Minutes of meeting of Hay Town Council held at The Swan Hotel, Church Street at 6.30pm on 3rd December 2018

Present: Cllr T Stedman (TS) Cllr J Pearson (JP) Cllr F Howard (FH)
Cllr J Prothero (JPr) Cllr S Morris (SM) Cllr R Golesworthy (RWG)
Cllr D Price (DP) Cllr A Powell (AP) Cllr H Davies (HD)

Apologies: Cllr H Sawyer (HS) Cty Cllr G Ratcliffe (GR)

In Attendance: N Burdekin (NB)

2157. Declarations of Interest & Code of Conduct.

FH – HADSCAL, Cheesemarket Trustee, The Warren, & Proposed Cycleway

RWG – HADSCAL, The Warren, niece is working on the Kingdom Project, Trustee of the British Legion, the Buttermarket

TS – Hay Woodland Group, Hay in Bloom

JP – BBNP Local Access meeting, Herefordshire Local Access Forum, Powys Local Access Forum

AP – HADSCAL, The Warren, Hay Woodland Group

SM – The Warren, Cubs and Scouts Leader 1st Hay Scouts, Explorers

JPr – Hay in Bloom

2158. Questions from the public

A member of the public complimented the town on the Christmas lights display. The member of the public also raised the issue of effluence coming down the river and creating foam deposits. SM said that this has been occurring for years, and is particularly prevalent after high water. A final comment was the condition of the tarmac at the pedestrian crossing. This is an issue for Powys CC's Highways section to deal with.

2159. Police update

No-one from Dyfed Police was present, and AP said that there are no major issues.

2160. Minutes of meetings dated 5th November and the Special Council meeting dated 19th November 2018

TS said that on agenda item 2130 in 5th November 2018 minutes, it wasn't Anita Wright that raised the issue of the proposed planning on the banks of the River Wye, it was Kath Whitaker. NB to amend minutes accordingly before the Chair signs them.

The minutes of the 19th November 2018 were agreed as a true and accurate record.

2161 Matters arising from the minutes not on the agenda

(a) Barclays Bank

TS has e-mailed Cash Zone to see if they have got any further with the possibility of installing a stand-alone ATM in Hay. No response to date. TS will try Cash Zone again.

(b) Hay Reserve held by Powys CC

TS confirmed that, as yet, there has been no formal progress on this issue with Powys CC.

(c) Safety concerns Blue Boar junction

NB said that Jo Lancey has sent through the methodology of how to carry out a 12-hour survey at the junction of Blue Boar to identify footfall. NB has a site visit with Jo Lancey and Anita Wright on 4th December to consider what can be done to reduce speeding at Newport Street and the issues of road safety at Blue Boar and Brecon Road. NB to ask Jo who Powys CC would consider as unbiased to carry out the 12-hour monitoring and report back to Councillors.

(d) Legionella and statutory testing

NB said that the hot water temperatures at the Sports Pavilion were far too low at approximately 30 degrees centigrade. Having spoken to Alcumus, the group who carried out the Risk Assessments, they have suggested a variety of ways to solve the issue of the boiler being switched off at the Pavilion. NB also said that whoever is doing the testing should take part in training. The costs for in situ training by Alcumus is £700.00. DP suggested e-mailing other Town Councils to see if they have any staff that would like to take part in the training to split the costs. FH suggested contacting Hay Primary School as well, as well as Seven Stars B&B as they have their own pool. NB to action this.

(e) Warren Close Steps – response from HTC

TS and HS have drafted a response letter to Mr Pratt's letter to HTC about Warren Close steps. TS summarised the letter to say that HTC did not remove the fence as Mr Pratt stated and land records show that Mr Pratt does not own the land in question. As such, HTC sees no reason to remove the steps. TS will send the draft letter to NB to send out formally from the Town Clerk.

(f) Council Offices tenant – outstanding rent

The tenant has been given a letter asking him to pay the outstanding rent or leave by 31st March 2019 at the latest. The tenant has approached the Rates Office for a check on the rateable value of his office space.

(g) Town Councillor vacancy update

NB said that there have been no interests of expression to date. NB to send JP the Town Councillor eligibility checklist so JP can promote it on social media.

(h) Community noticeboard – the Warren Trust

At the previous Full Council meeting, an offer was put from the Warren Trust to purchase a community noticeboard, with a request to HTC for a financial contribution. Councillors noted that the noticeboard was uncovered and asked the Warren Trust to consider an alternative board which could be closed and with a cover. RWG said that the Warren Trust have decided to stay with their original noticeboard and will purchase it without funds from HTC.

(i) Mill Lane Closure

The issue of Mill Lane being closed was raised in the Special Council meeting on 19th November 2018. NB was asked to write to the occupier of Mill Lane Cottage to see if they have raised this issue with the BBNP. NB has now sent this letter to the occupier. Awaiting response.

(j) Any other items not on the agenda

AP reported that he has installed the replacement plaque for Brian Wilding's bench. The original plaque had a mistake on one of the dates.

2162. Sub Committee Reports/Minutes:

(a) Finance Sub Committee

Issues relating to the Finance Sub Committee were considered at the Special Council meeting on 19th November 2018. There will be a meeting in December 2018 to determine a recommendation for Full Council on the precept in January 2019's Full Council meeting.

(b) Fishing and Estates

AP said that the next meeting will be held on 17th December 2018.

(c) Town Events

(i) Senior Citizens' Party January 2019 – Outstanding actions

JP has asked Roger and Dawn if their choir can attend from approximately 2.45 pm. and is waiting for a response. AP said that the ramp has now been installed at the Masonic Hall and that he has spoken to staff at Londis and they are happy, as usual, to receive donations. AP added that the drinks have been ordered. TS and JP will publicise the party and the giving of raffle prizes to Londis on Facebook and the website.

HD suggested HTC writes to the Chamber of Commerce to thank them for this year's Christmas lights displays. RWG added he thought the CofC had got it just right this year. There was one issue raised, that currently the lights are switched off at 8.00 pm. JP will raise this issue with Andrew Williams to see if the lights can be switched off at a later time, ideally 10.00 or even 11.00 pm.

(d) Council Premises

TS said that HTC is still waiting for the invoice for the roof repairs, and RWG added that there has still been no report on how the work was carried out.

(e) Communications

There will be a meeting on 18th December 2018. DP asked about the new e-mail accounts. TS to contact GloverSure to see what is causing the glitches. JP added that the newsletter went out as planned, and the Wye Local article was also done. NB was asked to add Councillors' phone numbers to the website.

TS added that next year's Citizen of the Year needs to be added to the next Comms agenda.

2163. Sports Management Committee

FH said that there will be a meeting with Councillors only on Thursday 6th December 2018 to discuss what their financial contribution should be in 2019/2020. This will then inform how the precept is set.

2164. Powys CC Cabinet Meeting 28th November 2018 – Any Response

TS has spoken to Clive Pinney who said that the report on Hay Town Council and the outstanding issues was not discussed by Powys CC Cabinet on 28th November 2018 as planned because he had not had time to prepare the report, so Powys CC Cabinet Members were not shown any report. However, Clive assured TS that the report would be seen by Powys CC Cabinet on 18th December 2018. Councillors were disappointed that the report had been delayed again.

TS proposed that HTC could write to Powys C to say express disappointment that the old library was put up for sale the day after HTC met with Powys CC on 6th November 2018 despite being told in the meeting that Powys CC's policy was not to sell off its assets, but were only going to offer leaseholds. TS added that the letter could also ask Powys CC that, instead of giving HTC the scheduled reserves of £200,000, that HTC will

use £170,000 of this money to purchase the old library. This would leave £30,000 for repairs/renovations. FH seconded this proposal. FH added that HTC should ask local MPs to support this proposal. *Proposal unanimously approved.* TS and NB to draft letter.

2165. TTOW – Update

NB informed Councillors that the EU has now written to confirm that they have not accepted the initial challenge that HTC made around eligible/ineligible costs incurred. The EU said that they will now issue a recovery order of 5,462.00 euros. RWG proposed challenging this finding again. TS seconded the proposal. *Unanimously approved.* NL to write to the EU with a further challenge.

2166. Implementation of Independent Remuneration Panel for Wales (IRPW)

FH has looked through the consultation in details.

(a) Mayor and Deputy Mayor’s allowance up to £1,500.00

(b) £500.00 allowance for 5 representatives

(c) £150.00 allowance for telephone – This amount is taxable, so Councillors will need to complete a tax return for this sum. Councillors can opt-out. If Councillors wish to opt-out, please e-mail NB to this effect. TS reported that Councillors will be paid the £150.00 in March 2019.

NB explained that points (a) and (b) above can be offered to Councillors, but don’t have to be taken up. Point (c) has to be offered to Councillors but, as above, Councillors can opt-out.

A general discussion was held on the merits or otherwise of taking up these payments, and FH added that there is also provision for up to £403.00 per month for any Councillor who carries out formal or informal care. It was agreed that this should be added to the next Financial Sub Committee agenda and that Finance will then put a recommendation to the next Full Council on 7th January 2019.

RWG also suggested NB contact other Town Councils to see what they do with regards to Councillor allowances. TS suggested Crickhowell as a similar-sized town.

2167. Transfer of Assets update

(i) Login Dingle and Motte and Bailey

(ii) Hay Common

NB and RWG have met to begin putting together the text for these proposed Community Asset Transfers (CATs). NB to complete both CATs.

2168. The Gliss

(i) Land Registry

Land Registry has assured TS that HTC will have a decision by end of December 2018.

(ii) Welsh Water asset transfer at the Gliss

NB said that Williams Beales & Co. have e-mailed to say that they are still waiting for a decision from Welsh Water’s solicitors with particular regards to Welsh Water providing an indemnity for future works. NB will continue to press Welsh Water for a response.

2169. Green Waste

(i) Powys CC’s decision and Green Waste/composting in Hay

SM said that Powys CC will be supplying orange bags which will need to be paid for and what is collected will be going to land fill. NB added that HTC has received a letter from Powys CC stating the intention to remove the green garden waste banks and replace it with the chargeable service. SM suggested community composting, but FH said that we would need a huge field for this.

(ii) Request from Abermule (with Llandyssil) Community Council

NB read out a letter from Abermule Town Clerk requesting support from HTC to try to prevent Powys CC building a new, large recycling centre in Abermule. After a discussion, it was felt by Councillors that HTC was not able to support Abermule.

2170. Hay Bridge Parapets

Councillors had received an e-mail from Adam Parry, Powys CC engineer dated 14/11/18 saying that unfortunately, due to contractor availability and budgeting issues, the planned replacements of Hay Bridge parapets will not now happen in the current financial year. The work will be rolled out into the next financial year. NB was asked to reply to Adam to express HTC's disappointment at this decision, and AP asked NB to emphasise the H&S implications. RWG asked NB to also ask Adam if some of the work could be done in the current financial year, if all of it can't.

2171. Shared Spaces update

JP said that 5 kissing gates have been installed since the last Full Council meeting, including 3 in the Warren area and 1 in the Cae Mawr field. They were installed by the BBNP and volunteers. 7 additional gates have now arrived. NB added that the roundels (waymarkers) to signpost the Miles Without Stiles route have now been designed and will shortly be ordered.

2172. Consultations

(i) Wales Fire and Rescue Service – Deadline 7th December 2018 (AP)

AP to put in a response on HTC's behalf.

2173. Play Areas

(a) Monthly inspection

AP reported that there is an issue at Gypsy Castle play area in terms of a damaged fence and fly tipping. AP and NB to meet OTM at site to secure a quote for the works.

2174. Report of the Clerk/Responsible Financial Officer

December 2018 Correspondence

a.	Phil Powell Gwent Energy	E-mail: Meeting at Swan Hotel re. electric car points
b.	Eifion Jones BBNP	E-mail: Mill Lane Cottage lane closure not a PRoW
c.	Fitzpatrick Woolmer	E-mail: Confirmation finger arms job now authorised
d.	Dyfed Police	E-mail: HMRC scam alert
e.	Andrew Williams	E-mail: Update re. Christmas lights inventory
f.	BBNP	E-mail: Planning refused for 18/16400/FUL Gypsy Castle Lane
g.	PAVO	E-mail: November 2018 e-bulletin
h.	Dyfed Police	E-mail: Monthly Police report for Oct 2018
i.	OVW	E-mail: Ack. NBS request for list of policies
j.	NALC	E-mail: Confirming end of 'toilet tax'
k.	Powys CC	Rates for the Annexe
l.	Clerks & Councils	Nov 2018 Newsletter
m.	Opus	E-mail: Request for meter readings for Council Offices
n.	Tom Mills Heart of Wales Property	E-mail: Confirming meeting at C.Offices re. roof repairs
o.	Cllr JP	E-mail; Quote for footpath work for 'Shared Spaces'
p.	BBNP Jane Pashley	E-mail: Wkly list of planning apps 26th Oct 2018
q.	BBNP	E-mail: Ack, receipt of Pre App. Guidance for Hay Cemetery
r.	Ian Mills Powys CC	E-mail: Road closure notice for Winter Food Festival
s.	Corona Energy	Letter asking for gas meter reading Sports Pavilion
t.	David Pritchard Powys CC	E-mail: Most up-to-date CAT Eof I form to use

u.	Phil Powell Gwent Energy	E-mail: Update re. electric car charging at the Swan Hotel
v.	Emma Bradford Powys CC	Request from resident to remove road sign Oxf Rd car park
w.	Paul Egan OVW	E-mail: List of useful policies for Town Councils
x.	OVW	E-mail: Announcing conference on 28th March 2019
y.	RS Sign & Engraving	E-mail: Proof for portable ramp business sticker
z.	Kate Edwards BBNP	E-mail: Planning app. 18/16736/FUL
aa.	NALC	E-mail: Chief Executive's Bulletin Nov 2018
ab.	Michael Smith NRW	E-mail: Ack. HTC's request for bank details to process 1st claim
ac.	BBNP Jane Pashley	E-mail: Wkly list of planning apps 2nd Nov 2018
ad.	Npower	E-mail: Credit note for electricity Sports Pavilion
ae.	BBNP	E-mail: Formal ack. of request re. Hay Cemetery site
af.	Gayle Frewin Powys CC	E-mail: Comm. Decision Notices 29th Oct to 9th Nov 2018
ag.	BBNP	E-mail: Retrospective planning app. 18/16778/FUL
ah.	NALC	E-mail: Reminder of Tree Charter Day 24th Nov 2018
ai.	OVW	E-mail: Rural Wales services and CAT reports
aj.	Barclays	Current account statement
ak.	Mr Pratt	Letter re. Warren Steps
al.	Anita Wright	E-mail: Comm. Speed Watch possible newsletter article
am.	Jo Lancey Powys CC	E-mails: Response to Blue Boar safety issues and audit methodology
an.	Hay Castle Trust	E-mail: Autumn 2018 newsletter
ao.	Healthatic Jan Richards	E-mail: Clock Tower disabled parts due to arrive
ap.	Services for Independent Living	Invite to Mayor of Hay to attend pre-Christmas reception 11th Dec 2018
aq.	Clare Bunton	E-mail: Grant recycling app for Radnor Area Scouts
ar.	Ian Mills Powys CC	E-mail: Sealed order for road closures for Winter Festival
as.	PAVO	E-mail: Request for HTC to complete annual survey
at.	RS Sign & Engraving	E-mail: Invoice for Brian Wilding plaque (2)
au.	BOSS	E-mail: Invoice for ink
av.	Fred Lloyd Bowls Club	E-mail; Request re. update on Powys CC's new Bowls pavilion
aw.	Gywlim Rippon Abermule C. Council	E-mail: Abermule re. Powys CC proposal for new waste plant
ax.	NALC	E-mail: Chief Executive update
ay.	BBNP Kittie Powell	Wkly planning apps 9th Nov 2018
az.	Marian Lally	E-mail: Pension information
ba.	OVW	E-mail: Ageing Well in Wales update
bb.	The Swan Hotel	Invoice for room hire 19th November 2018
bc.	Nature Sign Designs	E-mail: Tree and Fish boards first proof
bd.	Jo Lancey Powys CC	E-mail: Confirming meeting with Anita Wright and Helen Scott PSCO
be.	Jones' Hardware	(x4) invoices
bf.	Valuation Office Jane Johnston Town Clerk Llandod	Rates for Roy Minter and Cambium Solutions
bg.	Wells	E-mail: Request to Town Councils to save Aerial Lift Platform
bh.	Opus	E-mail: Invoice for electricity Council Offices
bi.	Claire Bunton	E-mail: Further information to support Recycling grant app
bj.	Andrew Meredith Jane Johnston Town Clerk Llandod	E-mail: Gateway to Wales sign quote
bk.	Wells	E-mail: Links to joining network of Clerks
bl.	Nature Sign Designs	E-mail: Updates on Interpretation Boards
bm.	Hay Primary School	E-mail: Confirm will take part in Hay in Bloom logo design Jan 2019
bn.	BBNP	E-mail: Planning App. 18/16861/LBC
bo.	BOSS	E-mail: Invoice ink and paper
bp.	Resident	E-mail: Booking Christmas Party

bq.	BBNP Jane Pashley	E-mail: Wkly planning apps 16th Nov 2018
br	Powys CC Gayle Frewin	E-mail: Comm. Council Decision Notices 12-23rd Nov 2018
bs	Greg Couch Nat West	E-mail: Confirming a further 6-month rent of C. Offices
bt.	OTM	E-mail: Confirming cut hedge at Warren Close
bu.	Brisco Bethany Tucker	E-mail: Proforma for Roundels for MWS waymarkers
bv.	Resident	E-mail: Booking Christmas Party
bw.	Alistair Shaw	E-mail: Initial enquiry re. Cllr vacancy
bx.	Chamber of Commerce	E-mail: Christmas update
by,	Cariads	E-mail: Invoice for December 2018 newsletter
bz.	Frank Davies	Invoice for installing two plaques at Buttermarket
ca	BBNP	E-mail: Planning Application 18/16870/LBC
cb	Late Correspondence received after agenda circulated	

j. End of toilet tax – asked for clarification on what this referred to. XXXXXX CHECK!!

ad. Credit note for electricity for Sports Pavilion – AP asked how much this was for. NB said it was only the small amount of £15.00

aq. Scouts Recycling Grant application – TS asked about this application. NB said that the grant application has subsequently been withdrawn by Claire Bunton.

bg. Request from Llandrindod Wells Town Council to Town Councils to support their request to keep the Aerial Lift Platform at Llandrindod – SM explained that Llandrindod Wells Fire Station currently has the only Aerial Lift Platform in Powys. However, there is a proposal from the Fire and Rescue Service to relocate the platform to Aberystwyth. Councillors could not see the logic in moving this piece of equipment to the furthest point possible. AP proposed HTC writes in support of Llandrindod Wells Town Council. JP seconded. *Unanimously approved.*

SM added that he has received one expression of interest to help run the Hay & District Show.

Late Correspondence

None reported.

(ii) Balance and issue of cheques

Main account £57,852.68

Council Offices £40,703.49

Project account £8,883.46

Deposit £14,777.17

(iii) Bank account reconciliations

DP signed off bank reconciliations in the meeting.

Period

6/11/18 - 3/12/18

Date	Cheque Number	Payee	Details	Sub-total £	Amount £
Main Account - Cheques Issued					
Main Account - Cheques to be Issued					

03/12/2018	103141	CANCELLED			
03/12/2018	103142	RS Signs & Engraving	Inv 9060 - Brass Plaque - VR Wilding - original had error		40.09
03/12/2018	103143	The Swan at Hay	Room Hire 19/11/18		15.00
03/12/2018	103144	Powerprint	Inv 14172 - Printing November newsletter		105.00
03/12/2018		BOSS	Inv 139916 Business clips and ink	54.70	
03/12/2018	103145	BOSS	Inv140111 - Ink & Paper	38.16	92.86
03/12/2018	103146	Cariads Local Ltd	Inv 5855 December inserts		72.00
03/12/2018	103147	Alan Frank Davies	Securing slate plaques to Cheesemarket wall		40.00
03/12/2018		M Budd	Nov Salary	177.14	
03/12/2018	103148	M Budd	Nov Exp	6.00	183.14
03/12/2018	103149	N Lewis	Nov Salary		444.16
03/12/2018		N Burdekin	Nov Salary	1163.93	
03/12/2018	103150	N Burdekin	Nov Expenses	15.99	1179.92
For information - Standing Orders/Direct Debits					
02/11/2018	DD	Opus Energy	Electricity - Mpan 426 - 17/9/18 - 17/10/18	241.78	
02/11/2018	DD	Opus Energy	Electricity - Mpan 435 - 18/10/18 - 18/11/18	135.31	
02/11/2018	DD	Opus Energy	Less Credit b/f	-229.14	147.95
05/11/2018	DD	Barclays	Charges 13/9/18 - 14/10/18		25.12
07/11/2018	SO	M Eager	Tidy Recycling Area		50.00
30/11/2018	SO	OTM	Grasscutting Nov 2018		180.00
03/12/2018	DD	Opus Energy	Electricity - Mpan 426 - 18/10/18 - 16/11/18	191.86	
03/12/2018	DD	Opus Energy	Electricity - Mpan 435 - 18/10/18 - 18/11/18	114.93	306.79
			TOTAL		2575.24
Council Offices Account - Cheques Issued					
05/11/2018	100137	Powys CC	Annexe Rates - 1/11/17 - 6/6/18		1473.85
Council Offices Account - to be Issued					
For information - Standing Orders/Direct Debits					
05/11/2018	DD	Barclays	Charges 13/9/18 - 14/10/18		7.60
22/11/2018	SO	Powys CC	Council Offices - Business Rates		364.00

			TOTAL		1845.45
Project Account - Cheques Issued					
Project Account - to be Issued					
For information - Standing Orders/Direct Debits					
05/11/2018	DD	Barclays	Charges 13/9/18 - 14/10/18		6.44
22/11/2018	DD	Powys CC	Pavilion Rates		308.00
25/11/2018	DD	Corona Energy	Gas - Oct 18 - Nov 18 - £5.15 credit c/f		
			TOTAL		314.44

2175. Report from County Councillor

GR has sent his apologies. TS said that GR has reported that the Sports Pavilions' window frames have been re-painted.

2176. Report from Chairman

TS said that all points had been covered during the meeting.

2177. Reports from representatives

a. Dyfed Powys Police – Nothing to report.

b. Gwynne's Almshouses – Nothing to report.

c. Dial-a-Ride – FH said D-a-R is currently running its Christmas raffle. NB added that there is a carol concert at St Mary's Church on 12th December 2018 to help raise funds.

d. Hay School Governors – JP reported that the school has received a couple of poster designs for the bus shelters. TS added that the removal of the perspex has led to some complaints of the rain coming in to the shelter.

e. One Voice Wales – JPr said that there will be a meeting in Talgarth in the New Year.

f. Bronllys Wellbeing Trust – HS not present.

g. Cheesemarket – JP/FH said that there is a meeting scheduled.

h. Hay to Timbuktu (H2T) – TS said that Sandra Skimmer is currently in Mali to finalise details of a new grant. AP added that they are still raising funds for the new toilets.

i. BBNP – Nothing to report.

j. Chamber of Commerce – JP said that the CoC made about even this year. JP will be asking Andrew Williams if the lights can be turned off at 10.30 or 11.00 pm rather than the current 8.00 pm. The CoC is planning to hold the Independence Celebrations again, as well as possibly a Gin Festival. In terms of the lights turn on, SM suggested the possibility of having stalls along Castle Street to reduce the build-up in the square itself.

k. HOWLS – TS said that there will be a meeting in January 2019.

m. HADSCAL Community Centre – JP said that there had been no further meeting as yet. RWG added that areas of land have now been zoned and that the proposed 4G pitch which was going to be the lower pitch, will now be the higher pitch. HADSCAL has also been in touch with PAVO who have subsequently made contact with Kevin Moon from the Welsh FA, so a partnership is being built.

2178. Planning

(a) Urgent Mayor and Deputy Mayor and Deputy Mayor Authorisation

(i) Application Ref: **18/16778/FUL** – Bryntirion, Hardwicke Road, Hay-on-Wye – *Retrospective application for installation within existing steel shed of micro brewery producing two craft beers (Use Class B2) – No objections*

(b) Planning Applications for Comment

(i) Application Ref: **18/16861/LBC** – Hay Castle, Hay-on-Wye HR3 6EX – *Listed Building to help with the restoration of Hay Castle – No objections*

(ii) Application Ref: **18/16870/LBC** – Spar Store, 26 Castle Street, Hay-on-Wye – *Repair and redecoration of existing windows and render. All doors and windows will be decorated – No objections.*

2179. Motion to Exclude Members of the Public and Press

To approve a motion under Section 1(2) Public Bodies (Admission to Meetings) Act 1960: "Representatives of the press and other members of the public shall be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest."

Topic: Cemetery

2180. Date and time of next meeting

Monday 7th January 2019, 6.30 p.m.

There being no further business, the meeting closed at 9.00pm.

Signed: *T. Shedman,* Date: 7th January 2019