

HILDENBOROUGH PARISH COUNCIL

60 Knowsley Way Hildenborough Tonbridge Kent TN11 9LQ

Telephone: 01732 832367

clerk@thisishildenborough.co.uk

15 October 2009

Members of Hildenborough Parish Council are summoned to a meeting of the Parish Council to be held on **Wednesday 21 October 2009 at 8.00pm** in the **Margery Finzi Room**, at the Village Hall, Riding Lane.

Pam Gow

Public Session

The Council is available for the Public to express a view or ask a question on relevant matters on the following agenda. The Public are welcome to stay and observe the rest of the meeting.

AGENDA WEDNESDAY 21 OCTOBER 2009

1. **Apologies and reason for Absence.**
2. **Declaration of Personal or Prejudicial Interests**
3. **Declaration of gifts and hospitality**
4. **Minutes of the Meeting held on 16 September 2009 for agreement and signature if a true record.**
5. **Matters arising from 16 September 2009 not covered elsewhere in the agenda**
6. **Reports from Committee Chairman**
- 6.1 **Finance**

6.1.1 **Account Balances as at 30 September 2009**

National Savings Account	£22,633.43
High Interest Bond	£13,051.75
Business Money Manager	£26,988.98
Current Account Statement	£6,546.12
Total	£69,220.28

6.1.2 **Payments made since 7 September 2009**

Date	Cheque no	Payee	Reason	Amount £
9 Sept	798	KK Garden Construction	Mowing churchyard	212.75
26 Sept	799	P Gow	Salary/expenses	743.41
30 Sept	800	HM Revenue & Customs	NI/Tax	204.80
26 Sept	801	P King	Salary/expenses	224.77
17 Sept	802	Tonbridge & Malling BC	Summer play scheme	1,662.68
17 Sept	803	Playsafety Ltd.	Safety check play equip.	190.33
29 Sept	804	Gaza Timber	Maintenance materials	34.56
29 Sept	805	PFL Electrical Ltd.	Lighting contract	100.91
29 Sept	806	Craigdene Ltd.	Safety check on slide	126.50

- 8.1 Correspondence requiring action not covered elsewhere (Appendix 3)**
 - 8.1.1 Adam Pink – proposed barriers in Recreation Ground
 - 8.1.2 ACRK – invitation to meet new organizer and discuss Parish Plan
 - 8.1.3 A&C Play – offer to manage play projects and request to speak to Parish Council
 - 8.1.4 KCC – comments on details of revision to mobile library service
- 8.2 Matters arising from other incoming and outgoing correspondence**
- 9. Report on street lighting – faults and progress in establishing responsibilities**
- 10. Agree speaker for Annual Meeting**
- 11. Agree Meeting Dates for 2010 – Appendix 4**
- 12. Update on replacement bus stops/timetables**
- 13 Report on progress of the Conservation Area Appraisal etc**
- 14. AOB**
- PART II (Confidential – members of the public excluded)**
- 15. Review of clerk’s salary 2008/09 (Appendix 5 to be circulated at the meeting)**

APPENDIX 1
HILDENBOROUGH PARISH COUNCIL
ACTUAL INCOME AND EXPENDITURE vs BUDGET 2009/10
QUARTER 2 – JULY to SEPTEMBER

Item of Income	Monthly Actuals			Quarter 2			
	July	August	Sept	Actual July- Sept	Budget July-Sept	over/ under spend	variance
Precept	0	0	15160.00	15160.00	14565	-595	-4%
Section 136 (T&MBC)	0	0	0	0	0	0	
Interest	0.65	0.78	14.55	15.98	175	159.02	91%
Vat refund	0	0	731.77	731.77	813	81.23	offset below
Club rents	0	0	150.00	150.00	50	-100	-200%
Sundries	0	0	0	0	0	0	
Grants				0	0	0	
Total Income	0.65	0.78	16056.32	16057.75	15603	-454.75	-3%

0

Item of Expenditure	Monthly Actuals			Quarter 2			
	July	August	Sept	Actual July-Sept	Budget July-Sept	over/ under spend	variance
Administration	850.80	356.89	389.70	1597.39	1520	-77.39	-5%
Salaries	1116.63	1077.98	1077.98	3272.59	3248	-24.59	-1%
Open Spaces	15.89	13.98	0	29.87	25	-4.87	-19%
Vandalism	0	840.12	0	840.12	250	-590.12	-236%
Village Green	0	0	0	0	160	160	
West Wood	10.42	0	0.00	10.42	563	552.58	98%
Recreation Ground	46.93	0	30.05	76.98	1547	1470.02	95%
Pavilion	33.92	1.30	11.84	47.06	244	196.94	81%
churchyard	0	0	185.00	185.00	2422	2237	92%
Lighting	87.75	87.75	175.50	351.00	0	-351	
War Memorial	0	15.64	0	15.64	25	9.36	
Footpaths	0	0	0	0	0	0	
S135	0	0	0	0	0	0	
S137	0	0	1662.68	1662.68	1663	0.32	
Sundries	0	0	0	0	0	0	
Vat input	130.28	142.99	101.68	374.95	813	438.05	offset above
Election contingency	0	0	0	0	0	0	
Total Expense	2292.62	2536.65	3634.43	8463.70	12480	4016.3	

0

Item of Income	2009/10 actual year to date	2009/10 budget	over/ under spend	%rec'd
Precept	30320.00	29130	-1190	104%
Section 136 (T&MBC)	6251.00	12502	6251	50%
Interest	50.45	1500	1449.55	3%
Vat refund	9339.41	3250	-6089.41	Offset below
Club rents	1180.00	1195	15	99%
Sundries	19.00	0	-19	
Grants	0	0		
Total Income	47159.86	47577	417.14	99%

Item of Expenditure	Total to date	Budget	over/ under	% spent
Administration	5479.75	8495	3015.25	65%
Salaries	6498.46	12990	6491.54	50%
Open Spaces	54.22	100	45.78	54%
Vandalism	921.92	1000	78.08	92%
Village Green	152.10	320	167.90	48%
West Wood	51420.00	2073	-49347.00	2480%
Recreation Ground	1598.16	7666	6067.84	21%
Pavilion	228.54	1029	800.46	22%
churchyard	981.46	4625	3643.54	21%
Lighting	526.50	1566	1039.50	34%
War Memorial	15.64	100	84.36	16%
Footpaths	0	0	0	
S135	0	1000	1000.00	
S137	1662.68	2878	1215.32	58%
Sundries	18.44	0	-18.44	
Vat input	8983.66	3250	-5733.66	
Election contingency	0	500	500.00	0%
Total Expense	78541.53	47592	-30949.53	165%

Commentary on 2nd Quarter 2009/10

Income

During the second quarter the budget was generally on target. The variance on precept is due to the budget being set before the precept was finalised and on club rents due to the Football Club moving to a different venue. The major difference is on interest received with £159 less than that projected when setting the budget due to the very low interest rates currently available.

Expenditure

Underspends have been recorded in three areas – Recreation Ground (mowing/hedge cutting paid in previous quarter) Pavilion (less supplies, maintenance etc than anticipated), churchyard (invoices not yet received).

Overspends occurred primarily as the result of vandalism on the Pavilion and play area.

Overall on the year to date the budget is largely on target. The major overspend, as stated before on West Wood is due to the funding for the new play area being received in the previous financial year and payment being delayed until this.

Savings may be made on the lighting contract but this will be dependent on the amount of maintenance required during the second half of the year. There may also be savings on the Recreation Ground, Churchyard and West Wood if no further tree surgery is required. The budget set aside for drainage of the recreation ground is unlikely to be used during the current financial year (£4,000).

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Open Spaces Committee meeting on Wednesday 7 October 2009 meeting in the Green Room of the Village Hall at 8.00pm

MINUTES

Present: Mr M Baker (chairman) Mr T Barton Mr R Mountford
 Mrs A Scally Mr G Watts

Apologies: Mr P Lane, Mr C Lewis

1. Minutes of previous meeting held on Wednesday 9 September 2009

These were agreed as a true record.

2. Matters Arising

- 3.2 Prices were being obtained for self closing gates and closures
- 4.1 PCSO Toni Matthew was arranging for the holes to be infilled in the Recreation Ground.
- 4.3 The drainage project was waiting input from the Sports Association
- 4.4 The youth group had some issues to address before submitting the grant application form.
- 5.1 West Kent College had said they were going to survey West Wood but a group of young people had been seen with tapes on the Recreation Ground.
- 5.2 The insurance issue with the football group using the Recreation Ground on Saturday had been resolved satisfactorily.

3. Recreation Ground

3.1 Firework display by scouts – reconsider rental contract

- 3.1.1 The Parish Council had agreed at their meeting on 16 September not to amend this but the Scouts had subsequently been told by their insurers they would not insure the event unless clause 3.12 was amended to the wording specified by them. The Committee were concerned that this suggested amendment omitted the word 'all' by listing those parties covered and seemed not to cover the general public attending the event. The scouts were also concerned to have 3.3 amended, although agreed that 3.12 was of prime importance. It was agreed the suggested amendments by the scouts should be referred to the Parish Council's solicitor for comment on their suitability. They would be requested to liaise with the scout's insurers in an effort to obtain agreement suitable to both parties over clause 3.12. The scout's secretary would pass contact details on to the clerk.
- 3.1.2 The concern over 3.3 was that a Parish Councillor could cancel the event at short notice. It was agreed that it would need to be the Parish Council as a whole who would need to take this decision. The scouts were informed the Parish Council had a duty to protect the Recreation Ground for all users, including the very popular village firework event and they would not be in a position to cancel the event at very short notice. This clause was inserted because of the problems encountered last year by the scout's agents using an unauthorised route across the ground causing damage to a football pitch. A new route had been agreed with the agents who needed to bring heavy vehicles onto site and this would shortly be sent to the Parish Council. The scouts usually decide at 9am on the morning of the event whether to go ahead taking into account the weather forecast. It is only revised later if the forecast changes or on advise from the pyrotechnics expert.

3.2 Receive safety report and consider action in response.

The RoSPA Safety Report had been received. Most items inspected had been assessed as satisfactory or low risk. Items assessed with medium risk were all considered.

3.2.1 It was decided to recommend to the Parish Council the purchase of soil for building up all worn areas to be carried out by Mr King.

3.2.2 The clerk would investigate finding a contractor to power spray the algae and Mr King would use a suitable weed killer on areas of excessive weed growth.

3.2.3 Mr King would cut back the nettles and overhanging foliage from the entrance.

3.2.4 The clerk would get quotation for signs specified on basketball rings but it was not thought necessary to sign the nearest telephone box.

3.2.5 The tarmac repairs near the ball court would be left until the Spring.

3.2.6 It is recommended to the Parish Council to leave cutting off the 48 projecting bolt ends on the ball court as they had been there since the court was installed and had yet to cause a problem.

3.2.7 It is further recommended to the Parish Council not to install low fencing around the pond as it was felt this would constitute a greater trip hazard and not to install bolt locks to the gates as this would prevent an escape route for any who may be bullied.

3.2.8 Discussion took place on road signage and ownership signage but no conclusion was reached.

4. West Wood

4.1 Old Slide – to consider safety report and refurbishment

Following consideration of the safety report it was decided to obtain an updated quotation from the contractor presenting the earlier cheapest quotation addressing the issues raised in the safety report. However the Committee were not in favour of concrete steps.

5. AOB

5.1 Mr King expressed concern about the basket swing in West Wood. His issues should have been addressed by the contractor today. He would inspect the following day to ensure this had been achieved. It was agreed if he had concerns over its safety he should take it out of use.

5.2 Seeding the old goal area was too difficult at the moment due to the very dry conditions. Another attempt would be made next week. Should this not be successful it would be left until the Spring.

5.3 The hedge around the new burial ground would be cut in the next two weeks.

5.4 Plants were ready for planting around the War Memorial when conditions permitted.

Meeting of the Churchyard Committee on Saturday, 10 October 2009 at 9.30am at St John's Church

AGENDA

Present: Mr M Baker (chairman) Mrs J Shaw
Mr M Brown Mr D Wood

1. Minutes of meeting held on 14 March 2008

These were agreed as a true record.

2. Matters Arising

3.3.2 Mr King would be asked to reseed the bare areas left by the removal of the horse chestnut trees.

3. Maintenance matters

3.1 Mowing contract

It was noted that during April and May the churchyard required more frequent mowing. This would be looked into when consideration of the contract for next year is undertaken in November in conjunction with a reduction in the number of cuts to the new burial ground.

3.2 Any other maintenance matters

3.2.1 Mr King would be asked to undertake the following:

Removal of the ivy from the wall by the Church Hall and adjacent to the B245

Cut back the bushes on the Wise memorial and near to vicarage,

Cut off the shoots on the prunus trees,

Look into making the stake more secure on the end prunus tree,

Remove the fungus and cut back the shoots from the old horse chestnut tree roots,

Plant hawthorne hedging by new gate

3.2.2 The large oak and horse chestnut near to the B245 needed to be inspected. The clerk would obtain a quotation.

3.2.3 The yew hedge required cutting, the clerk would obtain a quotation.

3.2.4 The hedge surround the burial ground had only be cut back on the outside. The clerk would contact Landscape Services regarding this.

3.2.5 It was noted the gates to the new burial ground were now in place.

3.2.6 It was felt the new burial ground did not require cutting so frequently and should be left as a semi wild area.

3.2.7 It was thought the holly tree near to the vicarage should be removed, but a decision on this would be taken at the next meeting in March 2010.

4. AOB

4.1 The arisings, as agreed with the Diocesan Board, continue to be spread in the Glebe Field.

The next meeting would be on Saturday, 13 March 2010 at 9.30.

APPENDIX 2
Tonbridge & Malling Crime Prevention Panel

21 September 2009

Present:	Andy Blackmore (Chair)	Kent Police and Resident of Hildenborough
	Jeni Ashmore	Tonbridge & Malling Borough Council
	John Brooker	Kent Police
	Alan Dann	Kent Keylink
	Alison Finch	Tonbridge & Malling Borough Council
	Trevor Ledamun	Trottiscliffe Parish Council
	Ron Nutley	Tonbridge Lions Club
	Nathan Pascall-Smith	Kent Police
	Martin Smith	KCC Community Wardens
	Lesley Street	Shaw Trust
	Peter Street	East Peckham Parish Council
	Brian Taylor	Aylesford Parish Council

Apologies were received from Pauline Nix (West Malling Parish Council) and Barry Stone (Ditton Parish Council).

1. Minutes of the meeting held on 6 July 2009

The minutes of the meeting held on 6 July were agreed as a correct record.

2. Matters Arising

Fundraising ideas

A Finch stated that she had not yet approached the KCC Members for funding but that she would progress this over the next few months.

Tour of Tonbridge Castle

A Finch confirmed that the staff at Tonbridge Castle had been thanked for the tour.

Financial report/update

A Finch stated that she was continuing to explore sources of funding for additional crime prevention items and she would talk more about funding under item 6.

3. Presentation from Kent Keylink

A Dann gave a presentation to the Group on Kent Keylink. He explained that Kent Keylink was a not for profit organisation working in partnership with the police. When signing up to the scheme a resident would give details of their keyholders and in the event of an emergency the police would have this information and would be able to contact the keyholders. So far, over 2,000 residents and businesses had signed up to the scheme.

A Dann explained that the scheme could be used by residents or by businesses. The cost for residents was £20 per annum and for businesses it was £25 + VAT per annum. Charities were exempt from paying VAT and disabled people were able to access the scheme for free.

Registration was either through the website (www.kentkeylink.co.uk) or by completing a form (available by contacting 01622 636326.)

A Dann further advised that as it was a not for profit service, any profit that was made would be put back into crime prevention items. It was therefore possible that the Panel would be able to apply for some funding in the future.

The Panel thanked A Dann for his informative presentation and stated that they would disseminate this information to other groups and individuals.

4. Internet awareness event and other future events

A Finch advised that the internet awareness event would be held on Wednesday 30 September at 8pm at Tonbridge Baptist Church. So far, only a few people had registered although the event was still being advertised. J Brooker confirmed that the Tonbridge schools had all received fliers about the event, as had Malling School. Some Panel members stated that they would be able to attend the event and it was suggested that they arrived between 7.15pm and 7.30pm.

A Finch also stated that two further crime prevention roadshows had been arranged for Friday 30 October at Larkfield and on Wednesday 16 December at Aylesford from 10am until 2pm. In both of these locations the venue was still to be confirmed and A Finch would circulate these details to Panel members at a later date.

ACTION: A Finch to try to produce A4 posters advertising the internet event.
A Finch to confirm the venues of the crime prevention roadshows.

5. District Crime Profile

A Blackmore reported that crime in the borough was continuing to reduce and most categories of crime were seeing a reduction (e.g. burglary dwelling, theft from motor vehicles and violent crime).

The Panel discussed the changing demographics of Tonbridge and the new challenges facing the policing of these people. N Pascall-Smith reported that it had recently been announced that Tonbridge School would be hosting two Judo Olympic teams for the 2012 games.

T Ledamun stated that he and his wife had received a telephone call from a company trying to sell alarms but telling him that crime was going up in the area. N Pascall-Smith stated that the police and Trading Standards were aware of this company (SAS Security) and were looking into them.

The Panel also discussed the use of CCTV and how this could help to reduce crime and reassure the public (if used appropriately).

6. Financial report/update

A Finch stated that there was a current balance of £1,070.71. She explained that the Panel had been successful in receiving a grant of £500 from the Kent People's Trust towards the internet event which had helped with the balance. A Finch also thanked The Shaw Trust who had been able to fund raise £50 for the Panel. A Finch also confirmed that she had ordered 1,000 purse chains (costing £460).

The Panel discussed whether they wanted to order any further items and it was suggested that the Panel could order personal alarms. A Finch would look into the cost of these and if appropriate would order these.

ACTION: A Finch to look into the cost of personal alarms and order if appropriate.

7. Christmas social event

A Finch wondered whether any Panel members would be interested in attending a meal as a Christmas social event. Panel members agreed that they would be interested in this and suggested that A Finch could book 'The Harrow' in Hadlow again. A Finch would also email some suggested dates to the Panel, looking at Monday, Tuesday or Thursday evenings. A Finch would then confirm the date which the majority of Panel members could attend.

ACTION: A Finch to email out some suggested dates and confirm the most appropriate.

8. Tuck by Truck

M Smith stated that the Community Wardens were organising a talk with 'Tuck by Truck', an organisation working with adults with learning disabilities. The talk would be about personal safety and would be held in late October/early November. A Finch stated that she would be able to give M Smith some purse chains and other crime prevention items for this event.

9. Trickster

A Blackmore reported that Sevenoaks Community Safety Partnership had arranged several Trickster events and he wondered whether this could be something that the Panel could fund again. The Panel felt that this would be good to look into and it was agreed that A Finch would contact Trickster to find out some prices. It was felt that other agencies might also be able to contribute some funding such as Russet Homes and Age Concern. The Panel agreed that A Finch would report back to a future meeting.

ACTION: A Finch to contact Trickster regarding future events for the borough.

10. Date of next meeting

The next meeting would be held on Monday 30 November at 5.30pm at Tonbridge & Malling Borough Council, Kings Hill.

**APPENDIX 2
CORRESPONDENCE RECEIVED SINCE 16 SEPTEMBER 2009**

Date	Sent/ Rec'd	Contact	Subject	Agenda item
16 Sept	R	Southeastern	Newsletter	
17 Sept	S	Lesley Randall	Order for poppy wreath	
17 Sept	R	RoSPA	Play Area Safety Inspection Report	6.2.2.1
17 Se0pt	R	ACRK	Invitation to meet new organiser – Carl Adams to discuss a Parish Plan	8.1.2
18 Sept	S	Scouts	Reply following P.C. meeting decisions	
18 Sept	S	Mark Rhodes	Declining request for member to accompany him on planning applicant requested visits	
18 Sept	S	BT Payphones	Refusal to adopt phone box, noting frequent use of proposed box to be cut	
18 Sept	S	Adam Pink	Response regarding proposed car park barriers	8.1.1
18 Sept	S	Russet Homes	Request for information by November regarding proposed Mount Pleasant Car Park	
18 Sept	S	KCC	Request for response to speed limit	
18 Sept	R	KHS	Spreadsheets for August	7.4
27 Sept	R	Maria Cook	Inspection Report on old slide in West Wood	6.2.2.3
27 Sept	R	Hospice in the Weald	News letter	
27 Sept	R	Inter Route	Notification of works on A21 Morley's Roundabout	
27 Sept	R	Kent Benefits Partnership	Request to display poster	
27 Sept	R	T&MBC and Tony Fullwood	Details of meeting to discuss Hildenborough Character Area Assessment	13.
27 Sept	R	HSBC	Revised terms and condition for business banking	
27 Sept	R	KCC	Response to speed issues – moratorium until 2011.	
27 Sept	R	KHS	Revised details of closure of Philpotts Lane	
27 Sept	R	Police	Finger print identified on broken bulkhead light, person interviewed and provided alibi.	
27 Sept	R	KOS	Construction Expo 2009 30 Sept	
29 Sept	R	BT Payphones	Red kiosk will not be removed at the present time	
30 Sept	R	Monster Play	Natural Play brochure	
30 Sept	R	T&MBC	Change to handbook	

30 Sept	S			
30 Sept	R	Hospice in the Weald	Year book 2009/10	
1 Oct	R	Highways Agency	Lane closure on A21 at Morley's Roundabout on 12 October	
2 Oct	R	T&MBC	Wise-up Food, Safety and Health Matters Issue 14	
2 Oct	R	T&MBC	Community Safety Partnership Newsletter	
2 Oct	R	NALC	Seminar – Quality Council on 30 October	
3 Oct	R	Alan Standen	Contract + insurance for hire of Recreation Ground	
3 Oct	R	A&C Play	Offer to manage play projects and request to speak to PC	8.1.3
5 Oct	R	T&MBC	Crime Prevention Panel minutes	7.1
5 Oct	R	T&MBC	Monthly bulletin	
5 Oct	R	T&MBC	Update for handbook/diary	
5 Oct	R	KCC	Details of revision to mobile library service	8.1.4
5 Oct	R	T&MBC	Summary of Accounts Leaflet for year ended 31 March 2009	
6 Oct	R	Alan Standen	Thank you for using Recreation Ground	
7 Oct	R	Landscape Training Group	Course details	
8 Oct	S	R A Mason & Son	Request for updated quotation	
10 Oct	R	Nigel Simpkins	Copy of email to Michele Snoding regarding damaged footpath	
10 Oct	R	Wealden Management Consultancy	Internal auditor – availability for audit	6.1.4
10 Oct	R	T&MBC	Standards Committee Agenda	
10 Oct	S/R	Warners	Request for advice on agreement with scouts for firework event	6.2.1.1
12 Oct	S	Scouts	Revised agreement for usage of Recreation Ground for firework event	6.2.1.1
12 Oct	S	KK Garden Construction	Request for quotation for cutting yew hedge / invitation to quote for 2010	6.3.2
12 Oct	R	KCC	Road improvement work in West Kent	
12 Oct	R	KCC	Timetable for seminar on Remedies Directive	
15 Oct	R	Kent Playing Fields Assn	Newsletter	

**APPENDIX 4
HILDENBOROUGH PARISH COUNCIL
MEETINGS 2010**

Meeting	Day	Date	Place
Planning	Mon	4 January	GR
Open Spaces	Wed	13 January	CR
Parish Council	Wed	20 January	FR
Planning	Mon	18 January	CR

Planning	Mon	1 February	CR
Parish Council	Wed	17 February	FR
Planning	Mon	15 February	CR

Planning	Mon	1 March	GR
Church Yard	Sat	13 March	CY
Annual Parish	Wed	17 March	MH
Planning	Mon	15 March	CR
Open Spaces	Wed	24 March	CR
Planning	Mon	29 March	

Planning	Mon	12 April	CR
Parish Council	Wed	21 April	FR
Planning	Mon	26 April	CR

Planning	Mon	10 May	CR
Open Spaces	Wed	12 May	CR
Planning	Mon	24 May	GR
Annual Meeting	Wed	19 May	FR

Planning	Mon	7 June	CR
Parish Council	Wed	16 June	FR
Planning	Mon	21 June	CR

Open Spaces	Wed	7 July	WA/PAV
Planning	Mon	5 July	CR
Parish Council	Wed	21 July	FR
Planning	Mon	19 July	CR

Planning	Mon	2 August	CR
Planning	Mon	16 August	CR
Planning	Tues	31 August	

Planning	Mon	13 September	CR
Open Spaces	Wed	8 September	WA/PAV
Parish Council	Wed	15 September	FR
Planning	Mon	27 September	CR

Church Yard	Sat	2 October	CY
Planning	Mon	11 October	CR
Planning	Mon	20 October	CR
Parish Council	Wed	25 October	FR

Planning	Mon	8 November	CR
Finance	Wed	3 November	CR
Open Spaces	Wed	10 November	CR
Planning	Mon	22 November	CR
Parish Council	Wed	17 November	FR

Planning	Mon	6 December	CR
Parish Council	Wed	15 December	FR
Planning	Wed	20 December	CR

ALL MEETING COMMENCE AT 8PM

(except Churchyard 9.30am)

Agenda available from the Clerk three days before date of meeting.

in the event of there being no business for the committees, the meetings are likely to be cancelled, without prior notice to the public.

GR = GREEN ROOM
CR = COMMITTEE ROOM
FR = FINZI ROOM
MH = MAIN HALL
CY = CHURCHYARD
PAV = PAVILION

WA = WALK ABOUT