

# **MONTHLY MEETING OF THE COUNCIL**

**1<sup>ST</sup> JULY 2024 at 18:30**

## **SUPPORTING PAPERS**

## **Please note not every Agenda Item will have a supporting paper.**

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### **Agenda Item 2**

#### **Asian Hornets**

**Council will receive a short presentation from Rod Vincent, [West Sussex Beekeepers' Association](#).**

Councillors will already be aware of the threat of Asian Hornets, an invasive, non-native hornet originally from Asia. The Asian hornet is a highly aggressive predator and poses a significant threat to honey bees and other pollinators. The Asian hornet has been sighted in the UK since 2016.

In this presentation, we will learn more about the Asian hornet, how to identify it and what to do if you suspect you have seen one.

Thanks to Kelvan Gale for organising this presentation for us.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

### **Agenda Item 7**

#### **Minutes of Monthly Full Council meeting, 3<sup>rd</sup> June**

The draft Minutes were circulated to all councillors on 4<sup>th</sup> June, asking for suggested amendments by 11<sup>th</sup> June. None were received.

Simon Cross – **Clerk to the Council**

12<sup>th</sup> June 2024

### **Agenda Item 8**

#### **Monthly Update Report**

##### **1. Introduction**

2. **Minute 358/23 – 20mph Working Party – 20mph Zone for The Street, Fairlands and Sea Road**
3. **Minute 108/24 – Clerk’s Report – Item 6 – Meeting with WSCC Highways, 10<sup>th</sup> January**
4. **Minute 366/24 – West Sussex County Council**
5. **Minute 368/24 – Arun District Council - allotments**
6. **Minute 370/24 – Annual Governance and Accountability Return (AGAR) for year-ending 31<sup>st</sup> March 2024**
7. **Minute 376/24 – West Sussex County Council – safety measures in Worthing Road**
8. **Minute 377/24 – Electrical Safety First**
9. **Minute 378/24 – Clerk’s Report – Item 8 – Social Media**

## **1. Introduction**

This is the report covering items discussed during Full Council meetings up to and including the meeting held on 3<sup>rd</sup> June 2024.

## **2. Minute 358/23 – 20mph Working Party – 20mph Zone for The Street, Fairlands and Sea Road**

No response from the head of WSCC Highways to our appeal letter sent on 22<sup>nd</sup> May. I will chase.

## **3. Minute 108/24 – Clerk’s Report – Item 6 – Meeting with WSCC Highways, 10<sup>th</sup> January**

The pilot scheme has started. We have not had a lot of input yet.

## **4. Minute 366/24 – West Sussex County Council**

Two days after the last meeting, this council received confirmation WSCC Highways would be represented at the Roundstone Level Crossing public meeting by Cllr Joy Dennis, Cabinet Member for Highways & Transport, and Charlotte Weller.

## **5. Minute 368/24 – Arun District Council - allotments**

On 18<sup>th</sup> June, I had a telephone meeting with Johanne Batty, an ADC Housing Manager with some responsibility for allotments. East Preston is not the only allotment site in Arun which is still managed by ADC. However, some years ago, a decision was taken that ADC would hold no waiting lists and would enter into no new agreements with prospective tenants – basically the plots would no longer be hired out. On ADC sites, there is no regular maintenance carried out – the only maintenance on such sites is ad-hoc in response to a request from another tenant or, in our case, a District Councillor.

Johanne could not understand why, in 2021, we had been offered a lease on half of the site.

Following our conversation, Johanne will talk to her legal colleagues and will come back to us with some sort of proposal for the future that we can at least discuss. We agreed not to put a timescale on this in either direction. The legal options would be a long lease or a transfer of the site, and associated workload, to EPPC.

The meeting was useful and I feel much better for having actually spoken to someone on this topic. The call came about following a further push from District Cllr Kelly.

**6. Minute 370/24 – Annual Governance and Accountability Return (AGAR) for year-ending 31<sup>st</sup> March 2024**

After double-checking by Adrian and me, I sent the AGAR off to the External Auditor on 17<sup>th</sup> June. Our paperwork was scanned and returned to us on 19<sup>th</sup> June. We now wait to see what questions will be asked.

**7. Minute 376/24 – West Sussex County Council – safety measures in Worthing Road**

At its meeting on 10<sup>th</sup> June, Angmering Parish Council also agreed to support this proposal. Ms Dearing is now waiting for the General Election dust to settle before pursuing this further.

**8. Minute 377/24 – Electrical Safety First**

On 4<sup>th</sup> June, we received this email from Ron Bailey of Electrical Safety First:

Dear Simon,  
Thank you for this – great news.  
We don't have a standard press release but it seems a good idea. I will discuss and get back to you.  
As regards other ways in which you can help, can you suggest other local organisations I should contact? Thank you  
All the best  
Ron

**9. Minute 378/24 – Clerk's Report – Item 8 – Social Media**

Regarding the tree works in Sea Road mentioned by Cllr Linton, on the day after the meeting, I contacted Andrew West at WSCC Highways. He replied on 6<sup>th</sup> June:

Good Morning Simon

The tree work in question was undertaken on the Mature Horse chestnut just opposite Fairlands near to the estate agents.  
The tree does have a decay fungi known as Ganoderma, which we are monitoring. (you can see the fruit body of the fungi at the base of the tree)  
One symptom of this disorder is the crown dying back from the tips.  
Prior to the work there was a large quantity of dead branches right at the top, many of which were over the carriageway. In addition the canopy was low over the footway and road and touching the adjacent building.  
Part of the works was to raise the lower crown to the statutory height and shorten back from the building, but the main objective was to remove the dead material from the top.  
This will firstly reduce the risk of anything falling to the road below, but also will aid our monitoring process.  
Following the works, we are now able to better assess the rate of decline.  
We wish to retain the tree for as long as is safely possible.

With regard to the point about nesting birds; our climbing contractor always checks whether there are nesting birds present before proceeding with works, and if there are, works will be postponed until such time as the bird have fledged and left the nest.

This is in accordance with the Wildlife and Countryside Act, by which we are bound, and always adhere to.  
I trust this information clarifies our position and helps formulate your response to the Councillor..

Kind regards

**Andrew West**  
**Arboriculturalist**  
Economy, Infrastructure and Environment  
Highways and Transport  
West Sussex County Council

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 10**

### **Committees**

Since the last Full Council meeting the following committees have met: Amenities, Community Engagement, Major Events and Planning & Licensing. By the time of this meeting, the draft Minutes from all of these meeting should have been circulated to all councillors.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 10a**

### **Amenities Committee**

The committee met on 20<sup>th</sup> May.

Cllr Wilkinson was re-elected Chairman, and Cllr Toney re-elected Vice Chairman.

**Trees** – the tree work highlighted in the 2023 tree inspection report is now complete. Earlier in the year tree work was carried out at the Village Green and Two Acres, but due to the weather work at Warren Recreation Ground was delayed. This work is now complete; the Sycamore tree by the Tennis Courts has been removed and the trees on the eastern boundary have all been pollarded back.

**North Lane Bus Shelter** – following the recent mysterious damage, the North Lane bus shelter has been removed. The shelter was donated to the Scouts, for its use at its Dapper Lane camp. Committee agreed not to replace the bus shelter immediately but to gauge public response regarding the need for a replacement shelter. WSCC Volunteers has shown its interest in building a new shelter at the same location.

**Litter Bins** – the Environmental Initiatives Working Party (EIWP) requested two new litter bins after monitoring the amount of litter it collected during litter picks. Both bins have now been installed, one at the junction of Warren Crescent and Mill Pond Way and the other opposite Hares garage in North Lane. The EIWP has confirmed the bins are already being used.

The committee's next meeting will be on 12th August.

Dawn Reid – **Assistant Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 10b**

### **Audit & Governance Committee**

The committee did not meet in June. The committee will comprise the chairmen of the other six committees. So far, membership will be Cllrs Bowman (Planning & Licensing), Linton (Community Engagement and Major Events), McElroy (Finance & General Purposes) and Wilkinson (Amenities). The Personnel Committee chairmanship will be decided early in July and then this committee will be able to choose its chairman too.

The committee's next meeting is scheduled for 15<sup>th</sup> July.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 10c**

### **Community Engagement Committee**

The committee met on 10<sup>th</sup> June.

Cllr Linton was re-elected Chairman of the committee with Cllr Duff re-elected Vice-Chairman.

Some of what was discussed follows:

**Playschemes** – the committee agreed to contract Sussex Forest Activities to provide a playscheme in the Autumn half-term.

**East Preston Festival** – the council's contributions to this year's Festival had all been well-received. Although the council's Tuesday afternoon slot had previously only been every other year, the committee was keen to find something similar to the Alpacas visit for that same slot.

The council had raised £80.79 for the local RNLI during the Carnival Parade.

Following the success of the *Come and Meet Your Local Councillors* event, the committee is considering whether to make this event a full part of the Festival Committee's Community Event next year. This would involve a degree of rotation for councillors.

**Roundstone Level Crossing meeting** – since the committee meeting, we have been able to confirm this meeting will be attended by West Sussex County Council Highways. Cllrs Chapman, Duff, Toney, Gunston, Wilkinson and I are happy to work out how the evening will run.

**Newsletter, Summer 2024** – the committee considered content for the next paper newsletter.

**An Introduction to East Preston map** – just a final thank-you to Cllr Gunston and his small team of helpers for pulling together this map which has been well-received around the village.

## **Agenda Item 10d**

### **Finance & General Purposes Committee**

Cllr McElroy is the chairman of this committee.

The committee did not meet in June.

The committee's next meeting will be on 19<sup>th</sup> August.

## **Agenda Item 10e**

### **Major Events Committee**

The committee met on 17<sup>th</sup> June.

Cllr Linton was re-elected Chairman of the committee with Cllr Toney re-elected Vice-Chairman.

Some of what was discussed follows:

**The Big D-Day Lunch, 2<sup>nd</sup> June** – this event had been very well-received by the public. As a collaboration between the council, the Festival Committee and the British Legion, the committee understood there were some lessons to be learned.

Preparations for the East Preston Food & Drink Festival, 24<sup>th</sup> August, and East Preston Christmas Celebrations, 23<sup>rd</sup> November, are all on-track.

The committee is also preparing an event around the public unveiling of the East Preston Yarnbombers' poppy cascade on 26<sup>th</sup> October. This is affectionately being called P-Day. Cllr Linton is to meet soon with a representative of the Yarnbombers in order to get a clearer idea of how the event will look.

## **Agenda Item 10f**

## **Personnel Committee**

The committee did not meet in June.

The committee's next meeting is scheduled for 15<sup>th</sup> July.

Cllr Lisa Duff – **Chairman of the Personnel Committee**

24<sup>th</sup> June 2024

## **Agenda Item 10g**

### **Planning & Licensing Committee**

The committee met twice during June. At its first meeting of the new council year, Cllr Bowman was elected Chairman and Cllr Bradshaw was elected Vice-Chairman.

At its meetings on both 10<sup>th</sup> and 24<sup>th</sup> June, the committee considered two Applications, and raised no objections to either.

The Neighbourhood Plan review is progressing.

The committee's next meeting is scheduled for 8<sup>th</sup> July.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 11**

### **Working Parties**

The Conservative Hall and Environmental Initiatives Working Parties met in June.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 11a**

### **20mph Working Party**

Cllr Wilkinson is the chairman of this committee.

As reported last month, the council has submitted an appeal to Michele Hulme, WSCC Highways Head of Local Highways Operations, to review the dismissal of the proposal for a



20mph zone covering Sea Road north to the junction of North Lane with Lashmar Road. Several contradictions were found within the reasons for dismissal. At the time of writing, no acknowledgment of our letter has been received.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 11b**

### **Conservative Hall Working Party (CHWP)**

The working party met on 17<sup>th</sup> June. Cllr Wilkinson was elected chairman.

The working party agreed an architect should be contracted to provide some idea of the potential of the building. The working party suggested an initial chat should be had with the architects being used by Rustington Parish Council for the remodelling of the Woodlands Centre. I have made an initial approach.

The working party is meeting again on 8<sup>th</sup> July. At that meeting it will add more detail to the Business Plan document I have started.

Simon Cross – **Clerk to the Council**

24<sup>th</sup> June 2024

## **Agenda Item 11c**

### **Environmental Initiatives Working Party (EIWP)**

The working party met on 24<sup>th</sup> June.

Our well-attended meeting was to discuss the Neighbourhood Plan and we covered a range of topics that we believed could be added to the latest version. Energy efficiency, water, clean air and heat were all potential areas for inclusion and we also had some ideas for additions to the sections covering sustainable traffic and transport, open spaces, allotments, local shops and community facilities. There was enthusiastic agreement to ask Arun if they would be willing to rent unused allotment plots to a community allotment group. We will be collating our ideas for submission to the Neighbourhood Plan Working Party. Several members of the group expressed an interest in attending a meeting between both working parties.

Elsewhere, the second session of the East Preston Repair Café took place on 15<sup>th</sup> June. 25 items brought in - 11 were repaired, 4 were taken home to be brought back next time and only 10 were not able to be fixed. We collected £55.70 to be put towards the hire of the hall and cost of consumable items and once again the feedback comments were excellent. Cllr Hill posted some pictures on East Preston, West Sussex Community facebook page and, at the time of writing, we have 140 likes.

Some comments posted below the facebook photos:

“Fantastic - what a community ♡”

“We enjoyed our visit even though the toaster was not fixable! Credit to the hard working volunteers- and the lemon drizzle cake was fab!”

“Thank you for fixing my radio! A wonderful community spirit!”

“Well done to all the volunteers, you are stars ✨”

What a great result. Well done team. The next session will be on 13<sup>th</sup> July, after which we will have a break and reconvene on 14<sup>th</sup> September. By then, we may need to have had a conversation about how we can increase throughput.



Sam and Lindy repairing a pair of matching Tiggers  
(photograph courtesy of Cllr Helen Hill)

Cllr John Gunston –  
**Chairman of the Environmental Initiatives Working Party**

25<sup>th</sup> June 2024

## **Agenda Item 11d**

### **Leases Working Party**

No update on the negotiations with East Preston & Kingston Bowls Club. The ball is currently in the club’s court.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 12**

### **Sussex Police**

**Council is asked to note any report from Sussex Police should one be received.**

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 13**

### **Clerk's Report**

1. **Introduction**
2. **Police matters**
3. **Anti-social behaviour matters**
4. **Freedom of Information / Data Protection requests**
5. ***Come and Meet Your Local Councillors, 1<sup>st</sup> June***
6. ***Alpacas on the Village Green, 4<sup>th</sup> June***
7. ***D-Day lantern-lighting, 6<sup>th</sup> June***
8. **Community Speed Watch, 11<sup>th</sup> June**
9. **Social media**
10. **MailChimp stats**
11. **A selection of things we have been asked since the last meeting**
12. **Recent bouquets and complaints**
13. **Leave**
14. **July meetings and events**

#### 1. **Introduction**

This is the report mainly covering June 2024 and matters which may not arise elsewhere on the agenda.

#### 2. **Police matters**

Two incidents of reportedly dangerous driving in St Mary's Drive have been reported to Sussex Police on behalf of a resident. The resident was also advised to report these and further instances on Operation Crackdown, although that may prove too time-consuming for the resident. No Sussex Police response as yet.

#### 3. **Anti-social behaviour (ASB) matters**

On 5<sup>th</sup> June, Caspar reported, not for the first time, finding a used incontinence pad left near the cricket pavilion on the Warren Recreation Ground. We have asked the Martlets whether this could, somehow, be coming from their grounds, but they have said not and have sent a photograph of the much-larger incontinence pads they use. This mystery remains unsolved for now. Thankfully it does not happen often.

The following day, Caspar reported human faeces deposited behind the bus shelter in Worthing Road. We agreed to leave this for the rain to disperse.

The unneighbourly behaviour reported at the end of last year has been resolved by the misbehaving resident being put into a home by the family. As I suggested to the neighbour at the time, the behaviour was probably the onset of dementia.

We have received just one report about a homeless man setting up a tent on Langmeads Field. His case has been directed to the ADC Homeless Outreach team. A member of the public has reported to me a conversation she had with him in which he explained he has recently become homeless following a bereavement. He has apparently bought a bike, and once that has been built to his specification, he will be heading off to travel around the country.

#### **4. Freedom of Information / Data Protection requests**

No Freedom of Information requests received since the last report.

No Data Protection requests received since the last report.

#### **5. Come and Meet Your Local Councillors, 1<sup>st</sup> June**

For the first time, the council chose to run this event on a Saturday morning, coinciding with the East Preston Festival Community Market, which was taking place on the Village Green. Alongside the tables at which councillors catted to residents, members of the Environmental Initiatives Working Party chatted to members of the public about its work and handed out copies of the *Historic East Preston* walking map.

Although it felt busier, councillors chatted to the same number of residents as they would usually. Cllr Chapman had made shortbread which was popular. The issues raised will form an article in the Summer 2024 Newsletter, as has happened in the past.

All thirteen councillors took part at some time during the event.



Cllrs Toney and Hill chatting to Mrs Helen Smith

#### **6. Alpacas on the Village Green, 4<sup>th</sup> June**

The weather was dodgy, overcast and threatening to rain throughout, but that did not stop a good number of members of the public attending this event. No written feedback anywhere, just lots of happy faces around and about.



Three alpacas meeting their public

### **7. D-Day lantern-lighting, 6<sup>th</sup> June**

The landlady of the Tudor Tavern, Tanya Maidens, acquired two official D-Day 80<sup>th</sup> Anniversary lanterns, and organised a lighting ceremony for 21:15 on 6<sup>th</sup> June.

The inside of the pub was full to bursting and a good number of local residents assembled in front of the pub and on the other side of Sea Road.

Reverend Andrew Perry spoke some words in memory of those who lost their lives in the D-Day landings ahead of Tanya lighting the lanterns. This was followed by Lorna Osborne leading those assembled in some community singing of appropriate war-time songs.

Also attending were Cllrs Gunston, Linton and Toney.



Another moving ceremony. much appreciated by those present (photograph courtesy of Christina Iden)

### **8. Community Speed Watch, 11<sup>th</sup> June**

I carried out a Community Speed Watch shift in The Street with Keith Harris and John Wintle. At this particular location, the team can only monitor southbound traffic. We were there from 17:00 for an hour and recorded 99 southbound vehicle movements. Almost all drivers were driving within the speed limit, but one was reported to Sussex Police for travelling at 37mph.

Local residents were chatty and supportive, although a couple had ideas for how patrols could be better. When Sussex Police guidance was explained, they were partially mollified. No verbal abuse but some sarcastic slowing right down by drivers as they passed.

#### 9. **Social media**

Here are the council's Facebook posts in June which reached more than 500 people.

- Post alerting members of the public to the temporary closure of North Lane by Southern Water – 3,913 people
- Reminder for the annual Stoolball Club vs Junior School match – 1,907
- Post for found set of keys, reunited with its owner – 1,343
- Reminder *Alpacas on the Village Green* was due to start in an hour – 711
- A post of the near-completed East Preston Men in Sheds cabin – 613

(posts up to and including 24<sup>th</sup> June)

The number of Followers is currently 1,868, no change from the last report.

#### 10. **MailChimp stats**

Since the last papers were issued, the council has sent out the following email to local residents on the council's main e-mailing list:

Parish Council news – 30<sup>th</sup> May – sent to 929 subscribers, opened by 661 (71.4%)

Parish Council news – 6<sup>th</sup> June – sent to 929 subscribers, opened by 650 (70.1%)

Parish Council news – 13<sup>th</sup> June – sent to 931 subscribers, opened by 633 (68.2%)

Parish Council news – 19<sup>th</sup> June – sent to 933 subscribers, opened by 632 (68%)

#### 11. **Things we have been asked since the last meeting**

“We found a dead fox in the garden, apparently shot, who should we tell?” (Sussex Police, in case they have had other reports and can deduce a pattern.)

“How can I get help for my adult relative? I'm very worried about how she is living.” (We helped the resident to contact WSCC Adult Social Care.)

#### 12. **Recent bouquets and complaints**

(In addition to anything reported above)

From a resident of Russells Close, referring to the Community Market, “I enjoyed Saturday and the one lovely image that will stay in my mind was the group of children and adults of all ages, with some in wheelchairs-all totally engrossed watching the 'Punch and Judy' show. Wonderful! A glorious step back in time and still so obviously loved.”

The resident who called in asking about help for her adult relative called in again the following day to thank Alison for the help she had given, describing it as “above and beyond.”

Seasalt in Chichester, from which we obtained our main Festival window display items, thanked us for having sent a thank-you letter.

### 13. **Leave**

According to our Timetastic tool, Dawn is on leave on 1<sup>st</sup> July. No other leave has been booked at the time of writing.

### 14. **July Meetings and Events**

This list may be incomplete and is subject to change.

- 1<sup>st</sup> Full Council (18:30, East Preston Infant School)
- 4<sup>th</sup> General Election
- 8<sup>th</sup> Planning & Licensing Committee (18:00, East Preston Infant School)  
Conservative Hall Working Party (19:00, East Preston Infant School)
- 10<sup>th</sup> Society of Local Council Clerks quarterly meeting (tbc) (SC only)  
Roundstone Level Crossing public meeting (18:30 for 19:00, East Preston Junior School)
- 12<sup>th</sup> Preschool Picnic (13:00, Warren Recreation Ground) (AC and LD only)
- 13<sup>th</sup> East Preston Repair Café (10:00, Vicarage Lane)
- 15<sup>th</sup> Personnel Committee (18:00, East Preston Infant School)  
Audit & Governance Committee (19:00, East Preston Infant School)
- 16<sup>th</sup> Society of Local Council Clerks local monthly meeting (11:00, Littlehampton) (SC and DR only)
- 22<sup>nd</sup> Planning & Licensing Committee (18:00, East Preston Infant School)  
Community Engagement Committee (19:00, East Preston Infant School)
- 26<sup>th</sup> Sussex Police Clerks’ Call (10:30, online) (SC only)

N.B. where committee meetings fall on the same day, the timings of these meetings may be subject to change.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024

## **Agenda Item 14**

### **Other meetings and events – Part 1**

**Council is asked to note any reports.** Where a written report is not included below, please expect a verbal report at the meeting.

### **ADC Climate Action Day, 6<sup>th</sup> June**

#### **ADC Civic Centre, Littlehampton**

ADC hosted this event which was run by the Centre for Sustainable Energy and attended by 15 other Parish Councils.

A presentation on climate change was followed by a session on flooding.

A number of useful tools for measuring parish carbon footprints and engaging with parishioners as well as some examples of what other councils are doing to help mitigate the effects of climate change were presented. We shared ideas for actions on how to tackle issues around transport, buildings, waste and the natural environment. These ideas will be collated and made available in the feedback pack. We should be able to discuss these at our next EIWP meeting and include some of them in the Neighbourhood Plan.

I was pleased at how many of the suggestions this council had already actioned or had in its sights.

Cllr John Gunston –  
**Chairman, Environmental Initiatives Working Party**

10<sup>th</sup> June 2024

## **Arun Community Transport AGM, 19<sup>th</sup> June**

### **Dove Lodge, Littlehampton**

Cllr Hill attended this meeting and will provide a report shortly.

## **Agenda Items 25 and 26**

### **Future of the Conservative Hall**

**Council is asked to resolve to exclude the press and public from the rest of the meeting.** In line with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public are to be asked to leave the meeting at this point, allowing the following discussion to be held confidentially.

#### **Council is asked to consider the next steps related to the future of the Conservative Hall**

As reported above, the working party agreed an architect should be contracted to provide some idea of the potential of the building. The working party suggested an initial chat should be had with the architects being used by Rustington Parish Council for the remodelling of the Woodlands Centre. I have made an initial approach.

The working party is meeting again on 8<sup>th</sup> July. At that meeting it will add more detail to the Business Plan document I have started.

Simon Cross – **Clerk to the Council**

25<sup>th</sup> June 2024