



Castlethorpe Parish Council

Minutes of a meeting of Castlethorpe Parish Councillors
held remotely by video conference 7th June 2021

PRESENT: Councillors Ayles, Forgham, Markham, Merritt, Sawbridge, Hinds, Ward Cllrs Wardle & Bowyer and the Clerk. Members of the public were viewing the meeting via Facebook and Youtube.

Cllr Ayles explained that the meeting is not a formal parish council meeting but that following a resolution passed last month the councillors will meet each month and reach agreement on advice for the Clerk in making any decisions that are deemed necessary until it is safe to hold physical meetings once more. He hoped that this would be when the September meeting is due; there is normally no scheduled meeting in August.

Clerk's decision against the appropriate minutes

There were no further matters raised by the public.

- | 1 | APOLOGIES FOR ABSENCE | ACTION |
|---------------------------|--|---------------|
| 1.1 | Cllr Keane reason holiday. Accepted. | |
| 2 | DECLARATIONS OF INTEREST | |
| 2.1. | Cllrs Ayles a pecuniary interest in item 5.2. | |
| 3 | APPROVE MINUTES OF THE LAST MEETING | |
| 3.1 | Previous minutes from the annual meeting of 5 th May were proposed by Cllr Ayles seconded by Cllr Forgham and agreed unanimously. | |
| TO RECEIVE REPORTS | | |
| 4.1. | Clerks Report & Review of Actions (See Appendix A1) – matters arising: | |
| 4.1.1. | Item 3 – it was agreed that in addition to providing concrete bases for the three benches should also be secured. | Clerk |
| 4.1.2. | Item 5 – Cllr Markham said that the mower blades had been incorrectly sharpened but he had yet to speak to the contractor that had done the service. He will also arrange a meeting with the contractor that has been cutting the grass to resolve some issues. | Cllr Markham |
| 4.1.3. | Item 6 – Cllr Ayles will contact MKC to find out progress on planting the trees at the Fishponds | Cllr Ayles |
| 4.1.4. | Item 8 – Cllr Forgham reported that a pump had now been installed at the Village Hall to provide sufficient pressure to enable the sprinkler to work | |
| 4.1.5. | Item 14 – it was agreed that the grass cut that no extra cut is required. | |
| 4.2. | Update on Fibre Broadband upgrade to village | |
| 4.2.1. | Cllr Ayles had sent to Openreach details of the 158 people that had expressed interest in receiving the upgraded service. A ballpark quote will be received back and a web site will then be provided to enable people to make a commitment for the upgrade. Then we will see whether there is sufficient interest for Openreach to do the upgrade, given the per household grant that is available. It was reported that Northants CC will be sponsoring a roll out to their rural communities. Cllr Bowyer said that the 'City Fibre' areas and agreed to ask MKC whether they have any similar plans. | Cllr Bowyer |
| 4.3. | Update on Modified Neighbourhood Plan | |
| 4.3.1. | Cllr Ayles had circulated a report prior to the meeting (see Appendix A2). There were no further questions. | |
| 4.4. | Update on resumption of 'physical' parish council meetings | |
| 4.4.1 | Cllr Ayles had circulated a report prior to the meeting (see Appendix A3). There were no further questions. | |
| 4.5. | FILE REPORT: Workshop - Devolved Parishes and Third Option Parishes - Feedback and thinking ahead to 2023 held on 24TH May | |
| 4.5.1. | The Clerk had attended a workshop run by MKC and had circulated a report (see Appendix A4). There were no further questions | |

5 TO CONSIDER PLANNING APPLICATIONS (previously viewed on line by Councillors)

5.1. **21/01675/NMA** - Non material amendment to application reference 20/02628/FUL to amend the location of the new access. Bartholomew Farm Wolverton Road Castlethorpe. After some discussion it was agreed that the parish council has no objection to the amendment but would want a condition placed where any trees that are taken down be replaced with mature specimens sited in places that will not block the visibility splay onto the public highway. Clerk will write to MKC requesting that mature trees are planted to replace any existing trees that are taken down

5.2. **21/01017/FUL** - Loft conversion with front rooflights and rear dormer (Resubmission of 21/00369/FUL) | 23 Thrupp Close Castlethorpe – **to consider further submission by applicant made after parish council objection**
Cllr Ayles withdrew from the meeting, Cllr Forgham took over the Chair. Cllr Forgham had prepared a draft response that had been circulated to all cllrs (see Appendix A5). After some discussion it was agreed that the response should be forwarded to MKC with no changes.
Clerk will forward the response to MKC with no amendment
Cllr Ayles returned to the meeting and resumed the Chair.

6 TO RECEIVE REPORT BACK ON PREVIOUS PLANNING APPLICATION – no further comments

6.1. **20/02660/FUL** - Proposed siting of 40 static holiday caravans in lieu of 70 touring caravans (re-submission of 20/01298/FUL) Cosgrove Park Main Street Cosgrove - **application permitted. Please see condition 6 of Decision**

Notice: 'At no(£) time shall installation be via Fox Covert Lane'.

7 TO CONSIDER RESOLUTIONS

7.1. A public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraphs 1 of Part 1 of Schedule 12A to the Act was proposed by Cllr Ayles, seconded by Cllr Hinds and agreed unanimously.

7.2. It had been decided that given that there was no appreciable cost difference between the two lantern types, the residents of Thrupp Close and The Chequers should be surveyed to see whether they types when the streetlights are replaced in those streets. There was overwhelming support for the traditional heritage style from both areas (see Appendix A6). It was unanimously agreed therefore that this style of lamp should be ordered. In addition to their stating a preference some residents had made comments that will be discussed with MKC Highway.

Cllr Ayles

Clerk approves Cllr Ayles to write to MKC accordingly

Cllr Markham raised the issue of dirty glass in the current heritage lanterns. Cllr Ayles will review the position.

7.3. Three potential candidates were identified as options for Community Infrastructure grant applications:

- Improvements to the tennis courts, surface

Cllr Forgham

- Replacement of the Speed Indication Device

Cllr Ayles

- Turning the area alongside the water

Cllr Merritt/
Clerk/ Cllr
Markham

As the application(s) do not need to be submitted until August it was agreed that cases should be prepared for each option so that choice(s) can be made at the next meeting.

7.4. The internal audit report had been circulated to all cllrs (see Appendix A7). The report was noted and it was agreed that accepted and actioned.

Clerk will resolve all recommendations.

FINANCIAL MATTERS

- 8.1. The payment schedule was proposed by Cllr Ayles seconded Cllr Sawbridge and was approved unanimously.
Clerk will make payments accordingly.

Payee	Description	Invoice	Amount
S Bradbury	Salary May 2021	per pay slip	£624.62
S Bradbury	Printer ink - reimbursement	per attached receipt	£85.19
Stacey Blease	VH Cleaning December	invoice awaited	£0.00
R Wontner	Purchase materials & build raised flower beds VH	invoice 5	£261.23
R Wontner	Strim nettles & weeds village	invoice 5	£20.00
R Wontner	Empty bins April & May	invoice 5	£80.00
RTM	Landscaping May	invoice 2822	£391.67
CVRA	contribution to legal costs	as per resolution April meeting 50% of attached invoice	£3,300.00
Tove Landscapes	Cut grass SG	invoice 12600	£52.50
Tove Landscapes	Cut grass SG	invoice 12633	£67.50
PPL PRS Ltd	Music license VH	invoice LIC-01486863	£247.23
Simon Bates	Clean Village signs	per attached invoice 191	£380.00
Marlborough Electrical Contracting Ltd	Install electric sockets VH	per attached invoice si 659	£65.00
M J Lever	Cricket pavillion repairs	per attached invoice	£530.00
M J Lever	Clear turf, take away, lay new turf VH	per attached invoice	£705.00
GB Plumbing	Tap for Village Hall	per attached invoice	£145.00
Jayn Oliff	Internal audit	per attached invoice 2101	£50.00
TOTAL			£7,004.94
Direct Debits			
Google Ireland	26107096G05ASYDKH7		£32.10
XLN	4976199 16674975		£27.64
EON	089208742670A		£112.00
EDF	671070653836.00		£76.00
DD Total			£247.74

9 CORRESPONDENCE RECEIVED (email circulated prior to meeting)

9.1. None

10 ANY OTHER BUSINESS (for noting, or for inclusion on a future agenda)

10.1. A Highways survey had been sent out but as it is an on-line survey it is not practical to get consensus at a meeting. Agreed that the Clerk & Cllr Ayles will complete the survey on behalf of the parish council.

Clerk/Cllr Ayles

10.2. The village handyman is moving away and whilst he has said that he will still be able to do most work he will not be able to regularly empty the village centre litter bins. Cllr Forgham will put an item in Castlethorpe News and on Facebook.

Cllr Forgham

10.3. Cllr Markham raised the matter of some trees in the village that are dropping branches. Cllr Ayles will bring the matter up with MKC.

Cllr Ayles

11 TO AGREE DATE AND ATTENDANCE FOR FUTURE MEETINGS/EVENTS

11.1. Next meeting of parish councillors will be held at 7.30 on Monday July 5th by videoconference.

There being no further business part 1 of the meeting finished at 8.45

PART 2

12 TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below

12.1. None

13 TO CONSIDER RESOLUTIONS

13.1. A quote of £732.80 had been received from M J Lever to remove the elder tree and to replace post and rail fencing and gate post at the entrance to Castle Field opposite the shop. Cllr Forgham proposed acceptance of the quote, seconded by Cllr Ayles and approved unanimously. Cllr Markham will talk to the contractor about also removing adjacent witch hazel tree(s).
Clerk will authorise work to go ahead.

13.2. A quote had also been received to replace the rails at Castle Field and the Fishponds play area. Due to the amount involved two further quotes would be required. It was agreed that new quotes should be invited with the potential of using some of the existing rails. Clerk will commission further quotes on this basis. Clerk to also solicit quotes for replacement of the 5 bar & pedestrian gates into the Chequers. Clerk
Clerk to register strip of land between Station Road and the play area.

DRAFT

Appendix A - Schedule of Reports & File Notes

APPENDIX A1 – CLERK’S REPORT 7/6/2021

1. Maltings 2 site has been fenced off and archaeological work continues. There have again been no further updates on the further intentions of the housing development.
2. Village entrance signs and street nameplates have been cleaned.
3. Two memorial benches have been delivered to the sports ground. Contractor is to lay concrete bases to rest them on. A further bench will be put next to the bus stop in North Street (south east) again with a concrete base. Old benches at cricket field have been moved to beside the football pitch.
4. Floodlight on side of cricket pavilion now repaired and working but light is not triggered by motion sensor. Neighbour has reported that light is shining into one of his bedrooms. Electrician has been unable to investigate due to ill health. New contractor to be contacted.
5. Paths have been cut in the wildlife area at the sports ground. There have been some issues raised by the CSA over cutting. Also, there was dis-satisfaction with the servicing of the ride on mower. Cllr Markham dealing with both matters and will update at the meeting.
6. MKC have received a revised quote from Serco to plant a mulberry tree at MKC cost and a chestnut (to replace fallen tree) at CPC cost @ £348.50 per tree. MKC had queried the price. Laura Summerbell who was dealing is now on maternity leave. I have tried to contact Bob Widd in her stead but have not heard back. When planted it will be our responsibility to keep the hydration bags topped up.
7. War memorial has been cleaned & once again Resurrection Stonework have done a very good job.
8. All work on village hall back garden has been completed. New grass has been laid, planters built and outside tap fitted. Unfortunately, the water pressure is insufficient to run a sprinkler so a pump is being fitted (authorised spending power). Clerk’s devol
9. Tim Flach will raise the matter of transfer of the ownership of the sports ground to the parish council at the forthcoming, but as yet unscheduled, meeting of the Allotments Association.
10. MKC have committed to send an engineer to review whether more parking spaces can be provided outside of Acorn Nursery and at the east end of South Street when an engineer becomes available.
11. Cllr Ayles has inspected the ‘school’ signs in the vi
12. Cllr Merritt and Clerk to survey area by water tower for potential leisure purposes and report back.
13. Cllr Merritt to agree public sessions for defibrillator awareness with village First Responder for when date for end of lockdown confirmed.
14. The grass is getting quite long despite cuts taking place every 2 weeks. A cut is due this week but after that we are scheduling for every 3 weeks which at current growth rate will cause it to be very long at time of next cut.

No progress/unknown status on outstanding actions:

- Anglian Water have repaired the road following works at South Street with black tarmac. Cllr Ayles has written to MKC asking for the repair to be re-done using same material as the rest of the area that was laid as part of the village centre upgrade.
- A first draft of the MKC Local Cycling & Walking Improvement Plan is planned to be produced in August.
- James Walsh of MKC Rights of Way team has put the replacement of the following public footpath signs on the schedule for replacement: n t W i n t r a c k t h e d o d g e P a r a d f e w Business Centre, by gate to Castle Field, outside Village Hall, Maltings Field, Station Road railway bridge.
- Quote has been requested to remove Elder tree and repair post and rail fencing and gate at west South Street entrance to Castle Field.
- No pipes in loft are lagged in cricket pavilion. SGC to consider remedial action for future.
- SGC to consider the matter of whether to replace the cylinders at a later date.
- SGC to agree model for sharing cost of cutting sports ground with CSA.
- Review of draft plans for possible development of club house at sports ground
- Clerk to get further quotes for maintenance of playground and outdoor aerobic equipment. No time this month.
- There has been no update on looking at replacement of street nameplates since meeting with MKC 15th January 2020. Low priority for MKC and on hold due to Covid.
- Cllr Ayles & Geary to consider MKC decision not to sell land at the side of 6 The Chestnuts
- CCTV at Sports Ground – clerk to contact suppliers to understand the management overheads. No progress this month
- Cllr Ayles has had no response on PSPO Dogs but was not expecting one yet as MKC have not made Order. Previous decision was just to consult

Steve Bradbury 7/6/21

APPENDIX A2 - Fibre to the Home - Broadband Update

The Government is encouraging the roll-out of fibre-to-the-premises (FTTP) broadband. We currently have fibre-to-the-cabinet (FTTC - the green boxes by the triangle) and then our previous copper, steel or aluminium wires from the cabinet to our homes. We currently get broadband speeds between 20Mbps (in Shepperton) to 80Mbps (in North St) but FTTP should give us options from 100Mbps to 1Gbps and also be more reliable.

The broadband suppliers are, not surprisingly, concentrating on the high density population areas first because they are most profitable. The government requires Openreach, which is the wholesale provider for about 30 retail suppliers including BT, TalkTalk, Sky and Zen, to reach most UK households but this will go quite slowly. We believe that Hanslope will be upgraded by December 2026.

Separately, the government is providing funding through its Gigabit Broadband Voucher Scheme in which it provides a voucher worth £1500 for each household and £3500 for each business which commits to taking an FTTP service.

We have made an initial enquiry and encouraged households to make an expression of interest without commitment. 157 households have expressed an interest which is a fantastic proportion of the 480 households in the village. I have now sent the list to Openreach and expect to receive a ballpark quote within the next 28 days.

If you are interested but didn't send me your details, which expressed an interest and basically every street in the village had someone who expressed interest so the quote will be for the whole village. I will be keeping those registered with me up to date so, if you are interested, please contact me by email and I will add you to the list. (Under our GDPR policy, I will delete the list when the process is complete.)

After sending the quote, Openreach will open a special website for us and this will be the time when you will need to commit to buy a fibre service within 12 months of it becoming available. It will take Openreach about 12 months, we understand, to upgrade us to FTTP so we are probably talking about commitments to switch to FTTP between, say, mid 2022 and mid 2023. When you commit, your voucher is pledged to offset the money Openreach has quoted.

Fibre to the home contracts are normally a bit more expensive because the broadband speeds will be much faster and be more reliable - particularly important for those of us connected over steel and aluminium lines. You can see costs by contacting your supplier or looking at competitors.

The timescales are sufficient that, even if you have just committed to an 18 month new contract, you will still be able to commit and, in any case, your existing supplier will almost certainly allow you to upgrade.

To answer some of the questions I have had:

1. Residents will be able to continue with their existing suppliers as Openreach is a wholesale supplier to BT, Sky, Talktalk, Zen etc who then offer a service to residents.
2. Another supplier, Gigaclear, is installing fibre broadband in Northants including Cosgrove. They would require us to terminate our existing broadband contracts and start a new one with them which some residents might not be happy to do. Nevertheless, I have enquired about installing in Castlethorpe but have not had a response from them.
3. Openreach will make a new fibre connection to your house with a new 'master socket' for the new service. You plug your broadband router into that.
4. Residents have asked if they can wait until it is installed and then decide. All I can say is that the costs of this upgrade are so high that it is unlikely that the Parish Council will be able to make much of a financial contribution. We have between £5k and £10k to invest each year which is the equivalent of 7 houses. If we don't do it now with the vouchers in this scheme, we will have to wait until it eventually comes to us which could take over 5 years.

I will give regular updates both at the monthly Parish Council Meetings and also to those registered with me.

Philip Ayles

Appendix A3 Report on progress towards resumption of physical meetings

Yesterday, Russell, Steve and I plus my grandson in a technical assistance role, tried out some layouts at the VH for when we resume physical meetings but want to broadcast them.

With social distancing (ie each councillor had a small table each) arranged in a U format and 90 degrees round from our normal position so the public could be at a good distance, we used two stand-alone cameras and a central microphone.

I have put a 10 minute clip on our YouTube channel so you can appreciate the camera angles and the audio quality. See <https://www.youtube.com/watch?v=3DuPwi24Zs4>. The camera angles do make us a bit small. I guess we could potentially use a third camera (for the left, centre and right hand sides respectively) though I am not sure if any of us have a third separate camera and tripod as the two used were Russell's and mine. The audio is rather echoey but that's the VH and will improve when we are all there. It is technically hard to have multiple microphones without interference.

Anyway, this has been done with only the cost of the new WiFi at the VH. We are only a small council but public interest indicates we should try to continue to broadcast. We can discuss what councillors think when we come to the item on Monday.

Given we aren't getting government advice until 14 June, my recommendation for Monday is that we should decide to hold July's meeting via Zoom and hopefully start meeting physically in September so there is no urgency about this.

Philip Ayles
2nd June 2021

APPENDIX A4 FILE NOTE: Workshop Devolved and Third Option Parish & Town Councils 24 May 2021

- ◁ 12 of the 16 T&PC's in attendance. For MKC: Nick Ha Rebecca Trowse (Programme Manager), Phil Snell (Project Manager), Euan Darling (Landscape Services Manager), Cllr Laurent Townsend (Cabinet member for Public Realm) and Cllr Emily Darlington (now moving on to other responsibilities).
- ◁ NH went through the last few years of landscaping since the contract was given to Serco which is now coming to an end in 2023 and giving the options from 2023; whether this is contracted out again or an inhouse service and / or opportunity for parishes to take on devolved services.
- ◁ It was appreciated that there was probably more satisfaction from residents in the devolved parishes
- ◁ All parishes that have taken on devolved ideally want to continue.
- ◁ It is hoped that there will be a Delegated Decision on 20 July detailing intentions from 2023
- ◁ Cllr Darlington said we are changing the way that parish councils and MKC work together; whatever we come up with needs to work at a level that all want to and can play at.
- ◁ NH ran through the 4 options that are being considered:
 - Partnership with parish councils to continue as is
 - Consortium working on key activities – create a co-owned consortium. Empowering and can be developed over time
 - MKC controlled company all parishes have shares employed services directly
 - continue to devolve with a view of full parish co-operation / devolvement / clusters / co-operative approach
- ◁ Pretty much all parishes thought that although only a concept at the moment the middle two options seemed too complicated
- ◁ Biodiversity and co-producing approach and bringing into spec is key.
- ◁ Next steps are to expand all options although it was pointed out that there seems no appetite for the middle options

One further interesting note: some parishes have councillors appointed to take lead in matters of biodiversity and 'green' implications in particular to align with w

Steve Bradbury
7th June 2021

APPENDIX A5 Objection to Planning Application 21/01017/FUL 23 Thrupp Close, Castlethorpe Response to Applicant's Further Letter

The Parish Council has noted the further letter to Planning from the Applicant and would respond to clarify its position with respect to its earlier objection.

The Parish Council has no objection to loft conversions in Thrupp Close in principle provided the windows are of the Velux design. For example, it offered no objection to application 19/01425/FUL and most of the single storey properties in Thrupp Close had Velux rooflights when built.

However, flat roofed dormer windows would be out of character not only with all other properties in Thrupp Close, which is one of the 'character areas' defined in remainder of the terrace containing Nos 23, 24 and 25 where a single dormer would look odd lacking 'conformity of form and design with the adjacent build of the 2021 examined Modified NP.)

No 23 is the right hand third of the roofline.

It is correct that there are two other properties with flat roofed dormer windows nearby but:

(1) they are not in Thrupp Close

(2) they were constructed before the Neighbourhood Plan, Plan:MK and actually before MK existed as a Borough

(Note the single storey with velux windows to the left in this photo.)

(3) the two properties are purpose built chalet-style bungalows i.e. single storey with roof dormers whereas No 23 Thrupp is already a two storey property and

(4) the flat roof dormers extend the full length of the building which gives an integrity of design.

It should be noted that while the property is currently within the Conservation Area, it has been removed in the new designation of the Conservation Area which went through its public consultation earlier this year though this has not yet been implemented. The property does, however, remain in the Thrupp Close design area specified in both the existing and Modified Neighbourhood Plans, the latter being scheduled for public referendum next month.

The applicant should be invited to submit an application for velux style roof lights to which there would be no objection.

Refusal is therefore requested and, should the Case Officer be minded to approve, the Parish Council requests that the case be determined by the Development Control Panel at which it will provide a speaker. APPENDIX A6 - Additional Survey Comments on Streetlights in The Chequers and Thrupp Close

The Chequers (all 22 survey returns favoured traditional heritage style)

1. Reply from Number 16 – Light shines into Bedroom so would like a deflector to stop this. Yes. 5TC.
2. Reply from Number 18 – Would like 4ATC be removed. Has been broken for some time and deemed unnecessary. Don't agree - distance to next light.
3. Reply from number 9 - Would like an additional Lamp post either between number 8 and 9. Or between number 16 and End of Road. Good point.
4. Also a number of Reminders about the Lamps in the Play area and Path to Railway Bridge.

Thrupp Close (24 returns for traditional heritage and 2 for modern heritage)

5. Number 61: 14TC lamp post is in front garden. There is another lamp 5 metres away so there would be no marked loss of light. If the light must remain then a back plate will be required

6. Number 37: it looks like the positioning of the light needs reviewing if it is lighting more of the field than the road. MKC to review?

Dave Hinds and Steve Bradbury

7th June 2021

APPENDIX A7: INTERNAL AUDIT REPORT – CASTLETHORPE PARISH COUNCIL

Audit undertaken 30th April 2021

1. Objectives and Scope of the Audit

To review the processes and procedures of Castlethorpe Parish Council in relation to the financial statements for the year ended 31st March 2021. The audit was based on a review of a sample of items appearing in the Cash Book.

2. Overall Opinion

A g e n e r a l l y s o u n d s y s t e m o f c o n t r o l s d e s i g n e d t o m e e t

Only one instance was found in the sample where a limited company had failed to display their company registration number. It is a legal requirement for limited companies to quote their company registration numbers on invoices. One instance of a UTR missing was also found. The Clerk has undertaken to obtain the missing information.

The asset register was reviewed and was found to be up to date and complete.

All relevant policies audited are being followed with the exception of the policy on tendering for goods and services. One instance was noted where the tendering process was not used (contrary to SO 17), however several quotes were obtained and this was deemed sufficient as the market was limited.

It was noted that the Parish Council had withdrawn funds from its deposit account (£50,000) in order to make investments in funds. I have had sight of the possibility of the funds becoming illiquid and the 8.3% fee which will reduce the yield in the short term. I would add that the investment is not guaranteed and may decrease in value, particularly in the short term as the commercial property market is not robust at present.

The investment and fee are currently shown as a total in the accounts. These should be itemised separately, the fee being an expense and the investment being an asset.

This investment is a change in financial strategy and therefore Standing Orders should be updated to reflect this. See, Statutory Guidance on Local Government Investments (3rd edition), item 18.

All relevant insurances are in place.

3. Recommendations

- ◁ That the missing company registration number should be obtained and the company informed that their invoices do not comply with Company Law (the Clerk has undertaken to do this)
- ◁ That the missing UTR should be obtained (the Clerk has undertaken to do this)
- ◁ That S.O.17 should be adhered to in all future cases.
- ◁ That the investment amount and fee should be shown separately in the accounts
- ◁ That the Council's Standing Orders (17 j) published on the change of financial strategy.

4. Conclusion

Overall, the accounts are recorded accurately, expenditure is monitored well and authorities for expenditure complied with. VAT numbers, where displayed, are checked for validity and the Clerk has made every effort to obtain UTR numbers where applicable

I should like to, once again, record my thanks to the Clerk for ensuring that all questions were answered and all information requested was made available promptly.

Jayn Oliff
30/4/2021