LAPFORD PARISH COUNCIL

Minutes of the Annual Meeting of the Council held on Tuesday 14 May 2019 at 7:30 pm in The Orchard Centre, Lapford, Crediton, EX17 6PZ

PRESENT

Cllr I Hemsworth (Chair), Cllr S Briant-Evans, Cllr B Clinch, Cllr D Davenport, Cllr J Doe, Cllr J Down, Cllr H Hassett, Cllr R Phillips, Cllr A Shapland.

IN ATTENDANCE

Parish Clerk: Dr J Cross
Members of the public: 9

1. ELECTIONS

19.152 **Election of Chairman**

Cllr Hemsworth stepped down as Chairman of the Council. Cllr Briant-Evans, Vice-Chairman, asked for nominations for Chairman. Cllr Doe proposed Cllr Hemsworth, seconded by Cllr Hassett. There were no other nominations.

It was resolved to elect Cllr Hemsworth as Chairman of the Council, carried unanimously.

There was a break in proceedings for the Chairman to sign the Declaration of Acceptance of Office

19.153 **Election of Vice Chairman**

Cllr Briant-Evans stepped down as Vice-Chairman of the Council. The Chair asked for nominations for Vice-Chairman. Cllr Hassett proposed Cllr Briant-Evans, seconded by Cllr Down. There were no other nominations.

It was resolved to elect Cllr Briant-Evans as Vice-Chairman of the Council, carried unanimously.

There was a break in proceedings for the Vice-Chairman to sign the Declaration of Acceptance of Office

2. APOLOGIES FOR ABSENCE

19.154 Apologies were received from Cllr Heal, Cllr Eginton (Mid Devon District Council) and Cllr Squires (Devon County Council).

3. DECLARATION OF INTEREST

19.155 **Register of Interests**

The new Council was advised that all councillors must complete a Register of Interests form within 28 days of taking up office.

19.156 **Personal interests**

The following personal interests in items on the agenda were declared:

- Item 6 (minute 19.164): Cllr Briant-Evans declared a personal interest on any discussions relating to the Heart of Lapford Development project as she is a member of the Board of Directors as an individual.
- Item 6 (minute 19.165): Cllr Briant-Evans declared a personal interest as she is a member of the Youth Club Management Committee as an individual.

19.157 **Disclosable pecuniary interests**

No disclosable pecuniary interests in items on the agenda were declared.

19.158 **Dispensations**

No requests were received for dispensations from councillors on matters in which they have a Disclosable Pecuniary Interest.

4. PUBLIC PARTICIPATION SESSION

19.159 The Chair invited representations from the members of the public. An individual congratulated the successful parish council candidates. An individual reported that although some drains had been cleared on Mill Hill, a number were still blocked. It is anticipated that the drains will be jetted when the drain clearing team next work in the village.

Another individual thanked the councillors, especially those who were no longer on the Council, for all the effort and hard work they had put in without any reward.

Standing Orders were suspended

5. COUNTY AND DISTRICT COUNCILLORS' REPORTS

19.160 **Devon County Council**
In Cllr Squires 's absence, no report was received.

19.161 **Mid Devon District Council**
Cllr Eginton's absence, no report was received.

6. LOCAL ORGANISATIONS' REPORTS

19.162 **Lapford Church Green Trustees**
Cllr Briant-Evans reported that the Trustees had met since the last Council meeting. An issue had arisen about the maintenance and ownership of the community noticeboard on the Church Green. A deputy is needed to represent the Trustees on the Heart for Lapford Strategy Group.

19.163 **Heart for Lapford Strategy Group**
Cllr Hassett advised that the Group had arranged brainstorming meetings to try to collate ideas for presentation to the community for discussion. A second councillor was required to be nominated as a deputy to represent the Council on the Group.

19.164 **Heart of Lapford Development Board**
Cllr Briant-Evans reported that the Board had met on 8 March 2019. The recent fundraising events had raised in the region of £1,400. A bat survey will be undertaken on the Lower Town Place site. The allotment area will be purchased.

A planning application had been submitted on the Council's behalf and Mr B Graham will be acting as the agent. A Councillor will need to be nominated to take the lead for the Council.

An agreement will need to be reached between the Heart of Lapford Development Board and the Council to set out how the funds from the Public Works Loan Board will be managed.

19.165 **Youth Club Management Committee**
It was agreed that the standing agenda item for this Committee would be removed and that an update will be provided when appropriate.

The meeting reconvened under Standing Orders

7. CONFIRMATION OF THE MINUTES

19.166 **Meeting held on 2 April 2019**
The draft minutes of the Council meeting held on 2 April 2019 were considered and the following amendments were agreed:

Minute 19.133: Cheque 001472 Clerk Salary April 2018...

Minute 19.141: Following advice received from the National Association...

Minute 19.146: ... and Ralf Glass.

The draft minutes were approved as a correct record, subject to the amendments, proposed by Cllr Doe, seconded by Cllr Hassett and carried unanimously.

19.167 The action grid was reviewed in detail and noted.

18.290 The programme of work to improve and maintain the village included the Spring Litter Pick. Action closed.

19.013 Old Malt Scoop agreed to ask delivery trucks to be parked further up the road. Action closed.

19.145 The broken street lights have been repaired so there is no longer a need to write to Western Power. Action closed.

19.148 The tyres and rubbish dumped in the layby by Calves Bridge have been removed. Action closed.

There was a break in proceedings for the Chair to sign the approved minutes

8. ELECTRONIC RECEIPT OF COUNCIL MEETING PAPERS

19.168 The councillors considered their individual preferences for receiving the summons, agenda and supporting paperwork for Council meetings electronically and duly signed the consent form that will be kept on file by the Clerk.

9. COUNCILLOR REPRESENTATION

19.169 **Council Committees**
The Council's committees were reviewed. There are no formal committees or sub-committees. It was agreed to that the Lapford Emergency Action Plan Committee and the Regeneration Committee should be re-categorised as working groups due to the nature of their business.

It was resolved to make a number of amendments, proposed by Cllr Hassett, seconded by Cllr Briant-Evans, carried unanimously.

19.170 **External Bodies**
The representation of parish councillors on external bodies was reviewed and agreed.

The Clerk advised that she had queried if a councillor had to be nominated for the Wallingbrook Patient Participation Group and was waiting for a response.

19.171 **Councillors' Roles**
Parish councillor nominations to specific roles within the wider community were reviewed and agreed.

10. MINUTES OF COMMITTEE MEETINGS

19.172 **Lapford Emergency Action Plan Committee – 4 February 2019**
Cllr Briant-Evans reported that a cupboard in the Orchard Centre had been cleared for the storage of emergency equipment. A table-top exercise had been held and valuable lessons had been learned.

It was agreed to chase the Highways Team for information about grit bins ***Action Clerk***.

19.173 **Regeneration Committee – 26 March 2019**
Cllr Hemsworth reported that the village website still needed user manuals and content from local organisations. It was anticipated that the website would be presented to the Council mid-year. Contact had been made with Great Western Railway in order to liaise to try to develop a better rail service in Lapford. It was agreed to circulate the report of local rail services to the Councillors ***Action Cllr Hemsworth***.

The existing Parish Plan will be updated before consideration is given to developing a Neighbourhood Plan.

11. COUNCIL COMMITTEES' TERMS OF REFERENCE

19.174 This agenda item on the terms of reference for the working parties was deferred.

12. REVIEW OF POLICIES & PROCEDURES

19.175 **Code of Conduct**

The Code of Conduct had been reviewed, updated and transferred into a corporate format. It was resolved to approve the revised document, proposed by Cllr Doe, seconded by Cllr Hassett and carried unanimously.

19.176 It was agreed to approve the following policies and procedures as a set as they had recently been adopted or reviewed and no amendments had been made:

- Financial Regulations
- Standing Orders
- Co-Option Policy
- Procedure for electing the Chairman and Vice-Chairman
- Staff Appraisal Policy
- Privacy Policy
- Allowance & Subsistence Policy
- Use of Car Park Policy

Proposed by Cllr Briant-Evans, seconded by Cllr Davenport and carried unanimously.

13. PLANNING MATTERS

19.177 **Planning Applications List**

The following planning applications were received:

Ref	Description
19/00461 HOUSE	Erection of garage/workshop with office/gym over, following demolition of existing garage (Revised Scheme), The Courtyard Broomsmead Farm Lapford Crediton Devon EX17 6NA. Decision: It was resolved to object to the application as there was a potential problem that the neighbouring dwellings would be overlooked, proposed by Cllr Davenport, seconded by Cllr Briant-Evans and carried unanimously.
19/00704 FULL	Variation of Condition 2 of Planning Permission 15/01044/FULL to allow for the substitution of plans, 10 Westgate Lapford Crediton Devon EX17 6QQ. Decision: It was agreed to defer the decision until the next meeting to enable councillors to review the application in detail.

19.178 **Planning applications received after publication of the agenda**

No planning applications were received.

19.179 **Mid Devon District Council planning decisions**

The following planning notices were noted:

Ref	Description	Decision
19/00220 LBC	Listed Building Consent for repairs to boundary wall Court Barton Lapford Crediton Devon EX17 6PZ	Permission granted
19/00403 HOUSE	Erection of single storey extension 12 Westgate Lapford Crediton Devon EX17 6QQ	Permission granted
19/00562 CLP	Certificate of lawfulness for the proposed erection of a front porch 9 Prospect Way Lapford Crediton Devon EX17 6QB	Permission granted
19/00613 CLP	Certificate of lawfulness for the proposed erection of an extension Edgerley House Lapford Crediton Devon EX17 6AH	Permission granted

19.180 **Planning applications for Lower Town Place**

It was agreed that when planning applications for Lower Town Place site are submitted, Mr B Graham would act as the agent, in his role as a Director on the Heart of Lapford Development Board, and that Cllr Doe would take responsibility as the lead councillor on behalf of the Council.

14. FINANCIAL MATTERS

19.181 **Receipts and account balances**

The list of receipts and account balances was tabled. The first instalment of the precept of £9,686.50 had been received. The following balances were noted:

- Current Account - £32,010.39 (as at 12/05/19)
- Savings Account – £5,004.57 (as at 31/12/18)
- Loan Stock - £983.98 (as at 6/12/17)

19.182 **Payments**
The list of payments was tabled at the meeting. It was resolved to approve the list of payments, proposed by Cllr Briant-Evans seconded by Cllr Hassett and carried unanimously.

Cheque	Payee	Description	Amount (£)
SO	S Hemsworth	Cleaner (April)	52.00
DD	Southern Electric	Electricity at Orchard Centre	297.10
Online	ICO	Data Protection annual fee 2018/19	40.00
DD	BT Business	Telephone and broadband charges (April)	46.30
SO	S Hemsworth	Cleaner (May)	52.00
001480	B Appleton	Donation for litter pick refreshments	30.00
001481	J Cross	Office and cleaning supplies	153.14
		Total	**£670.54**

19.183 **Financial Report 2018/19**
The Financial Report for 2018/19 was noted.

19.184 **Training and Development**
It was agreed that Cllr Davenport, Cllr Down, Cllr Hassett and Cllr Shapland would attend the training on being a good Councillor, proposed by Cllr Doe, seconded by Cllr Briant-Evans and carried unanimously.

19.185 **Annual insurance**
This agenda item was deferred as the details for the annual insurance had not been received.

Mr Graham had previously applied for a Temporary Traffic Regulation Order on behalf of the Council for the temporary road closure of various streets for the procession during the Revel. He has attended Chapter 8 training for managing traffic and temporarily closing roads safely, e.g. during the procession. It was agreed that he would be acting on behalf of the Council as a volunteer while managing the Temporary Traffic Regulation Order.

19.186 **Internal Audit**
It was agreed that Mr A Epstein would be asked to undertake the internal audit for the Annual Governance & Accountability Return 2018/19 ***Action Clerk***.

19.187 **Authorised signatories**
It was resolved that the authorised signatories for the Parish Council's bank accounts would remain as Cllr Briant-Evans, Cllr Heal, Cllr Hemsworth and the Clerk, proposed by Cllr Down, seconded by Cllr Hassett and carried unanimously.

19.188 **Public Works Loan Board**
The response to the queries has been collated and sent in. Contact will be made to check when a response to the application is likely to be provided.

15. MEETING SCHEDULE 2019/20

19.189 The meeting schedule of Council meetings for 2019/20 was confirmed.

16. DRAFT RISK ASSESSMENT

19.190 It was agreed that the draft risk assessment would be considered in detail at the next meeting.

17. SNOW WARDEN TRAINING

19.191 Cllr Briant-Evans highlighted the lack of snow warden training available from the Highways Team at Devon County Council for the 15 volunteers who have been identified by the Lapford Emergency Action Plan Committee. A new stock of grit cannot be ordered

if there are no trained snow wardens in place. A number of queries have been made but no response has been received from the Highways Team. It was agreed that a list of outstanding highways issues would be collated and sent to Cllr Squires for follow-up ***Action Cllr Hemsworth and Cllr Briant-Evans***.

18. CORRESPONDENCE AND NOTICES RECEIVED

19.192 No correspondence or notices had been received.

19. MATTERS RAISED BY THE CHAIR

19.193 No matters were raised.

20. COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA ITEMS

19.194 **Hedge trimming**
Cllr Down reported that the hedge needed trimming by Vine Cottage. It was agreed that Cllr Hemsworth would speak to the owner ***Action Cllr Hemsworth***.

19.195 **Builder's waste in lay-by**
Cllr Down reported that there was a pile of builder's waste in the lay-by near Eastern Barton on the A377. It was agreed to report this to the Street Scene Team at Mid Devon District Council ***Action Clerk***.

19.196 **Road repairs**
Cllr Briant-Evans reported that although some roads had been repaired, other parts had been left untouched, including the very large and deep pothole on the road to Chawleigh. These outstanding issues will be added to the list being collated for Cllr Squires' attention ***Action Cllr Briant-Evans***.

19.197 **Road cleaning in village**
Cllr Davenport noted that road cleaning tended to take place early on a Saturday morning when a lot of cars are parked on the roads.

19.198 **Responsibilities of County and District Councils**
Cllr Doe agreed to circulate an information sheet on the different responsibilities of County and District Councils ***Action Cllr Doe***.

21. DATE OF NEXT MEETING

19.199 The date of the next meeting was confirmed as Tuesday 4 June 2019 at 7:30 pm in The Orchard Centre, Lapford, Crediton, EX17 6PZ. Deadline date for agenda items midday on Friday 24 May 2019.

22. EXCLUSION OF PRESS AND PUBLIC

19.200 There was no Part Two session.

23. CLOSE OF MEETING

19.201 The meeting closed at 9:55 pm.

Chair: J. Hemsworth

Date: 04/06/19

ACTION GRID
Updated 30 May 2019

Minute	Action	Lead	Due Date	Status
09/12/17	Put up posters from the British Heart Foundation to publicise the defibrillator *Minute 18.009*: The posters have been received and they need to be laminated. A finger sign on the post by the Orchard Centre may be useful. *Minute 18.040*: Cllr Phillips will laminate the posters for distribution. *Minute 18.174*: An application has been made for signage to the British Heart Foundation. *Minute 18.216*: Two posters received but a poster from South West Ambulance Trust is being sourced. *Minute 18.317:* British Heart Foundation signs are to be received. *Minute 18.360*: The signs have been received and need to be laminated. *Minute 18.448*: The received signs are not appropriate so further signage has been ordered. *Minute 19.128:* Costs for new posters will be provided for approval.	Cllr Hemsworth Cllr Phillips	02/01/18	Ongoing
18.023	Discuss the Playing Field lease arrangements with the Lapford Youth and Playing Field Trustees *Minute 18.040*: Cllr Hemsworth has spoken to David Garten and he is happy for this to go forward. *Minute 18.091:* The Clerk has informed Mid Devon District Council and the matter is being processed. *Minute 18.173*: The arrangements to transfer the playground to the Parish Council on a 25-year lease can proceed as long as the strip of land being excluded as a short-term solution for a burial ground is identified on the land register plan and a boundary fence is considered. *Minute 18.263*: Draft lease had been received. *Minute 18.317*: Meeting to be arranged with Cllr Hemsworth, Cllr Briant-Evans and the Clerk to draft the lease. *Minute 18.448*: This issue has been parked until possible burial grounds have been identified and the subsequent implications for the Playing Field have been considered. *Minute 19.059:* Circulate the playground lease to councillors for comment. *Minute 19.083:* Draft lease circulated to councillors. *Minute 19.128*: A short-term working party will be established to review the lease, to include Cllr Hemsworth, Cllr Hassett, Cllr Graham and the Clerk. *Minute 19.167*: Meeting to be arranged with Cllr Hemsworth, Cllr Clinch, Cllr Hassett and the Clerk.	Cllr Hemsworth Clerk	06/02/18	Parked
18.028	Contact Steve Tucker, Highways Team, and ask for a formal risk assessment of the hedge on the left-hand side of the road up towards the village by the river bridge near Lapford Cross *Minute 18.091:* Email asking for risk assessment sent. A risk assessment had been completed as part of the school travel plan and it was shown to be of acceptable risk. A copy of the school travel plan will be	Cllr Clinch Cllr Hemsworth	06/02/18	Ongoing

Minute	Action	Lead	Due Date	Status
	provided for information as the risk assessment may need to be reviewed and updated. *Minute 18.130*: No copy of travel plan available. Clerk to repeat request for a new risk assessment. *Minute 18.174:* Request for information about a risk assessment sought by Cllr Squires from Highways Superintendent. *Minute 18.126*: Highways Superintendent has advised that a risk assessment has been completed. Cllr Squires will follow-up. *Minute 18.263*: Following a site meeting, the Highways Superintendent agreed to put forward a proposal for the installation of 15m of timber fencing. The funding needs to be approved by Devon County Council. *Minute 18.317:* Clerk to follow-up. *Minute 18.360*: Cllr Graham has followed this up with the Highways Team and was waiting for a response *Minute 18.448*: Following a site visit with a member of the Highways Team and Cllr Squires, the work has been agreed with a contractor and it is due to be completed in the new year. *Minute 19.0042*: It was understood that the works would be carried out in the current financial year 2018/19. *Minute 19.083:* No work has been completed to date. *Minute 19.128*: Cllr Squires will follow this up with the Highways team and will also raise the ongoing concerns with the large pothole on the road to Chawleigh before Handsford Farm. *19.167*: Due to the large pothole, some buses have been diverted.			
18.106	Nominate a fourth councillor for the Lapford Emergency Action Plan Committee *Minute 18.176:* Cllr Hemsworth to ask Cllr Phillips. *Minute 18.263:* Cllr Phillips advised that she cannot take on the role. *Minute 18.360:* Cllr Hemsworth has resigned from the Committee due to his workload so there are currently two vacancies from the Council. *Minute 18.448*: Cllr Doe agreed to join the Committee. *Minute 19.007*: It was proposed that as part of the review of the terms of reference, the number of councillors be changed from four to two. *Minute 19.169: Three councillors agreed when working parties reviewed.*	Cllr Hemsworth	01/05/18	Closed
18.181	Review the Planning Standing Order document and revise as a procedure *Minute 19.007*: Councillors were reminded that no decision should be made on a site visit as the decision should be made at a Council meeting. Site visits provide an opportunity to view the location and ask questions. *Minute 19.128*: Training will be undertaken first.	Cllr Heal Clerk	Jul 18	
18.231	Follow-up the testing of electrical equipment in the public toilet	Cllr B-Evans	03/07/18	Ongoing

Minute	Action	Lead	Due Date	Status
	Minute 18.263: The company have been chased-up. *Minute 18.448*: The company will be followed-up. *Minute 19.083*: Testing has been arranged for 14 March 2019. *Minute 19.128*: The hand dryer needs to be repaired as the heater is on all the time. Cllr Graham will seek costs for a new hand dryer. *Minute 19.171:* New lead councillors nominated. Quotes for costs of a replacement hand dryer are needed. In addition, the thermostat on the tubular heating is broken and needs to be replaced.	Cllr Shapland		
18.346	Provide a new toilet seat for the public toilet at no cost *Minute 19.083*: New toilet seat is to be passed to Cllr Graham.	Cllr Heal	02/10/18	Ongoing
18.416	Seek funding to help cover the costs of the replacement Church Green gates *Minute 18.463:* It was agreed to make an application for non-targeted S106 funding. *Minute 19.007*: Chawleigh Parish Council have agreed to support the application for non-targeted S106 funds. *Minute 19.128:* S106 grant application being drafted.	Clerk	04/12/18	Ongoing
18.425	Circulate a copy of the signed Grant Agreement between the Youth Club Management Committee and the Heart of Lapford Development Board to the Parish Councillors *Minute 18.448*: The Agreement has been signed and is currently with the solicitors.	Clerk	04/12/18	Ongoing
18.463	Submit applications for non-targeted S106 funding for the Church Green gates and for the Parish Council noticeboard *Minute 19.007*: The applications for funding have been supported by Chawleigh Parish Council. *Minute 19.128:* S106 grant application being drafted.	Clerk	08/01/19	Ongoing
18.466	Identify the possible location for yellow lines in the village to apply for a Traffic Order *Minute 19.013:* Map of locations circulated to councillors and item placed on the agenda of the January meeting. It was agreed to consider this at the February meeting. *Minute 19.058:* It was agreed to carry-out a site review of the proposals for yellow lines and revise the proposals. The revised proposals will be circulated to councillors for comment and to the Highways team for review. *Minute 19.128*: Cllr Hemsworth to set a date for a walk-around. *Minute 19.167:* Correspondence received from a member of the public re. the impact of any yellow lines, particularly at Rensey Lane. Cllr Hemsworth has completed a walkaround to identify areas where parked cars can cause congestion.	Cllr Hemsworth Cllr Clinch	08/01/19	Ongoing
19.036	Get an update from the local police community support officer about the issue of soft drugs misuse in	Cllr Hemsworth	05/03/19	Ongoing

Minute	Action	Lead	Due Date	Status
	Lapford *Minute 19.083:* Officer not aware of the issue as it may have been reported through South Molton but he will seek additional intelligence and will update the Chairman.			
19.047	Seek information on the status of the Loan Stock *Minute 19.083:* Some information provided by an ex-councillor, which will be followed up.	Clerk	02/04/19	Onging
19.054	Arrange a meeting with the Planning Obligations Monitoring Officer to clarify the process for developing proposals for future S106 projects and invite Chawleigh Parish Council *Minute 19.083: Arrangements being made.*	Clerk	05/03/19	Ongoing
19.077	Place a link to the highways online reporting website on the Council's website *Update: Link on Council website.*	Clerk	02/04/19	Closed
19.095	Seek a quote for the cost of producing the signs for the car park *Minute 19.128*: A quote to replace the sign for "No ball games" is to also be sought.	Clerk	02/05/19	
19.144	Write to the landowners asking the overgrown banks along Mill Hill to be trimmed	Clerk	14/05/19	
19.172	Chase the Highways Team for information about grit bins *Update: Chaser email sent.*	Clerk	04/06/19	Ongoing
19.173	Circulate the report of local rail services to the Councillors Morgaet Squires	Cllr Hemsworth	04/06/19	
19.186	Ask Mr A Epstein to undertake the internal audit for the Annual Governance & Accountability Return 2018/19 *Update: Request emailed.*	Clerk	04/06/19	Ongoing
19.191	Collate outstanding highways issues would be collated and send to Cllr Squires for follow-up	Cllr Hemsworth Cllr B-Evans	04/06/19	
19.194	Speak to owner of Vine Cottage about trimming hedge	Cllr Hemsworth	04/06/19	
19.195	Report builder's waste in lay-by by Eastern Barton to the Street Scene Team at Mid Devon District Council *Update: Email sent.*	Clerk	04/06/19	Ongoing
19.196	Add issues regarding roads that haven't been repaired to the list being collated for Cllr Squires' attention (see 19.191)	Cllr Hemsworth Cllr B-Evans	04/06/19	
19.198	Circulate an information sheet on the different responsibilities of County and District Councils	Cllr Doe	04/06/19	

Minute	Action	Lead	Due Date	Status
18.351	Follow-up the possible Edgerley Cross site as a burial ground site with Mid Devon District Council *Minute 18.448*: A response has not yet been received from the Planning Team following a set of test digs. The Highways Team have advised that hard standing will be required at the entrance into the burial ground to avoid mud being transferred onto the road. *Minute 19.042*: This action will be parked.			PARKED
18.458	Ask for ideas for the future use of the telephone kiosk via a notice in the local magazine *Minute 19.007*: A notice was published in local magazine asking for ideas. One suggestion was to use the kiosk as a drop-off point for parcels like an Amazon Locker, but this would need a lock. The Spar shop is a drop-off site for a number of deliveries. *Minute 19.042*: This action will be parked.		10/12/18	PARKED
18.459	Seek costs for the options to increase the storage space at the Orchard Centre *Minute 19.015*: BT would charge £298 for a survey to provide a quotation for the cost of moving the BT box on the outside wall of the Orchard Centre. It was agreed to park this item until the summer while councillors consider possible options and seek quotes for costs.		08/01/19	PARKED until June