

**STURMINSTER NEWTON TOWN COUNCIL**  
**MINUTES OF THE TOWN COUNCIL MEETING**  
**Held on 1<sup>st</sup> November 2018 in the Council Chamber at 7.15 pm**

## Present :

Councillor P Batstone  
 Councillor L Chater  
 Councillor A Donaldson  
 Councillor C Fraser  
 Councillor V Fox

Councillor M Jones (Deputy Mayor)  
 Councillor H Lacey (Mayor)  
 Councillor H Reed  
 Councillor G Rose  
 Councillor R Taylor

Absent: None

In attendance: District Councillor M Roake, Mrs Emma Lindsay (Town Clerk), Miss Kate Squire,  
 3 members of the public were present.

Minute No.	COMMENTS	RESOLUTION for each item the proposer is named first followed by the seconder
18/268	<b>PUBLIC SESSION</b> The Town Mayor led a minute's silence in memory of our late Town Crier Mr Kevin Knapp and former Councillor and Chair Mrs Nora Puckett. Mr de Jager addressed the Council regarding a proposal to build a nursing home in Broad Oak. Cllr Lacey advised that plans should be submitted in order for the Council to consider the proposal and make comment. 1 member of the public raised an issue of fly tipping at Badgers Way. Mr Neil Watson addressed the Town Council regarding the Leisure Centre lease negotiations with Dorset County Council. Cllr Lacey suggested that the Leisure Centre be considered by the Amenities Committee in January.	
18/269	<b>APOLOGIES FOR ABSENCE</b> No apologies for absence had been received.	
18/270	<b>DECLARATIONS OF INTERESTS AND DISPENSATIONS</b> Cllr Fox advised, as a member of the North Dorset Planning Committee advised he would not participate or vote on planning applications.	
18/271	<b>MINUTES OF PREVIOUS MEETING</b> <b>The minutes of the previous meeting held on 4<sup>th</sup> October 2018, having been circulated and publicised prior to the meeting, were taken as read and approved for signature by the Chairman as a true and correct record.</b>	Cllr Taylor Cllr Rose
18/272	<b>APPROVE RECOMMENDATIONS</b> i. Finance and Personnel – The minutes of the Finance and Personnel Committee held on 25 <sup>th</sup> October 2018 had been circulated and publicised in draft form. <b>The Council RESOLVED to approve the recommendations contained therein.</b>	Cllr Rose Cllr Reed
18/273	<b>FINANCIAL MATTERS</b> <u>i. Approval of Payments</u> The list of payments detailed below and checked by Cllrs Donaldson and Batstone were <b>APPROVED</b> . <u>ii. Budget Comparison as at 31<sup>st</sup> October 2018</u> The Budget Comparison as at 30 <sup>th</sup> September 2018 was noted.	Cllr Donaldson Cllr Batstone

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iii. Budget Virements

There were no budget virements to consider.

- 18/274 APPROVE THE AMENDED CALENDAR OF MEETINGS 2018/19  
**The Council RESOLVED TO APPROVE the changes to the Calendar of Meetings 2018/19** Cllr Reed  
 Cllr Rose
- 18/275 APPROVE LEAVE OF ABSENCE REQUEST FROM CLLR SPACKMAN  
**The Council RESOLVED to approve a leave of absence for Cllr Spackman until the 31<sup>st</sup> January 2019.** Cllr Reed  
 Cllr Fox
- 18/276 DISTRICT COUNCILLORS' REPORTS  
 District Councillors Fox and Roake's reports, having been previously circulated are included at the end of these minutes.
- 18/277 COUNTY COUNCILLOR'S REPORT  
 Cllr Batstone advised that she had nothing to report on this occasion.
- 18/278 TOWN MAYOR'S REPORT  
 Cllr Lacey reported that she had attended Kevin Knapp's Funeral. This was a colourful event and it was evident from the numbers in attendance that he will be sorely missed.
- 18/279 DAPTC AND NALC  
 The DAPTC have provided a Legal and Demographic calculator for election charges which is positive news due to the present budgeting. The DAPTC AGM is on the 10<sup>th</sup> November. Cllrs Lacey and Jones to attend.
- 18/280 TOWN CLERK'S REPORT  
 The Town Clerk, having previously circulated her report, gave a brief update on operational matters.
- 18/281 CORRESPONDENCE  
 The Town Clerk had received a report showing the new Unitary Wards. A member of the public had written with concerns regarding access to the proposed North Honeymead Fields site. This will be held over for consideration when the application is discussed.
- 18/282 INFORMATION FROM MEMBERS  
 Cllr Fox advised that the pavement outside Eyes Right still has a temporary surface which needs to be followed up. Part of a willow tree is obstructing the river at Colber Bridge. It was agreed that the land owner should be contacted to address issue.  
 Cllr Rose reported that the work on the Phone Box on Bath Road by Stur Youth is now in progress.  
 Cllr Reed informed the Council that there had been an incident of criminal damage on a Nordcat vehicle and they would be prosecuting.  
 Cllr Batstone reported that she was working on the Town Christmas Windows event with Cllr Lacey.  
 Cllr Taylor advised that DWP are reviewing their assisted collections, if residents report their assistance has been stopped they need to complete a form to re-request the service.  
 Cllr Lacey advised that following two recent incidents involving drugs in the Town, the North Dorset Police have increased their active presence and would like to be made aware of any issues. She also expressed concern over the planned road closure at Rivers Corner and suggested this would need to be carefully monitored to ensure that the work is completed as quickly as possible. She then advised Councillors that the details of the funeral of former Council Chair Mrs Nora Puckett could be found in the

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Blackmore Vale Magazine.

18/283 EXCLUSION OF THE PRESS AND PUBLIC FOR CONFIDENTIAL MATTERS

In exercise of the power conferred by the Public Bodies (Admission to Meetings) Act 1960, Section 1(2) the Committee RESOLVED that members of the public and press be excluded from the Meeting on the grounds that the business to be transacted being of a confidential nature it is likely that personal and/or exempt information would otherwise be improperly disclosed and members would feel unable to discuss the matter freely.

Cllr Donaldson  
Cllr Rose

18/284 JUBILEE PATH

The confidential matter is minuted in the confidential minute book page 231.

The meeting closed at 8.40pm.

## Sturminster Newton Town Council

BACS Payments for Town Council 1/11/18 - payments approval list  
year 01/04/18

Start of

Tn no	Cheque	Gross	Vat	Net	Invoice date	Details	Cheque Total
1852	BACS1811 05D	£48.00	£8.00	£40.00	18/10/18	M&J Bowers - 2 x wheelie bins confidential waste destruction	£48.00
1854	BACS1811 05G	£4,102.14	£683.69	£3,418.45	18/10/18	SSE Contracting Ltd - Replacing 7 lanterns Broad Oak	£4,102.14
1783	BACS1811 05A	£43.20	£0.00	£43.20	19/10/18	Plumridge Mrs L - Travel Expenses Cemetery Course Bridport 10/10/18	£43.20
1850	BACS1811 05B	£18.90	£0.00	£18.90	19/10/18	Squire Kate - Travel Expenses Budget & Precept Course 09/10/18	£18.90
1851	BACS1811 05C	£73.92	£12.32	£61.60	19/10/18	A J Supplies Ltd - Public Toilet Cleaning Supplies	£73.92
1853	BACS1811 05E	£200.00	£33.33	£166.67	24/10/18	The Window Repair Man - Sash Window Repair	£200.00
1849	BACS1811 05F	£2,740.26	£0.00	£2,740.26	31/10/18	H M Revenue & Customs - Tax and NI October 2018	£2,740.26
<b>Total</b>		<b>£7,226.42</b>	<b>£737.34</b>	<b>£6,489.08</b>			

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# Sturminster Newton Town Council

## Direct Debits October 18 - approval list

year 01/04/18

Start of

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1868	DD181001	£149.00	£0.00	£149.00 01/10/18	North Dorset District Council - Rates Cemetery	
1869	DD181001	£427.00	£0.00	£427.00 01/10/18	North Dorset District Council - Rates Council Offices	£576.00
1866	DD181001	£220.74	£36.79	£183.95 01/10/18	Prodigy PC - Monthly Billing for October	£220.74
1865	DD181002	£80.80	£13.47	£67.33 02/10/18	Harvest Energy - Fuel	£80.80
1864	DD181004	£1,921.63	£0.00	£1,921.63 04/10/18	Royal London-Scottish Life - Pension Contributions September 2018	£1,921.63
1863	DD181015	£13.20	£0.00	£13.20 15/10/18	Bankline - Monthly Bank Charges	£13.20
1867	DD181015	£240.00	£0.00	£240.00 15/10/18	North Dorset District Council - Rates Public Toilets	£240.00
1862	DD181016	£2,998.68	£499.78	£2,498.90 01/10/18	Isuzu Contract Hire - Intial Rental & Monthly Lease	£2,998.68
1859	DD181022	£89.74	£4.28	£85.46 06/10/18	Total Gas & Power Ltd - Electricity Ricketts Lane Pavilion	
1860	DD181022	£52.19	£2.49	£49.70 06/10/18	Total Gas & Power Ltd - Electricity Sturminster Mill	
1861	DD181022	£24.63	£1.17	£23.46 06/10/18	Total Gas & Power Ltd - Electricity Public Toilets	£166.56
1824	DD181023	£100.12	£16.69	£83.43 16/10/18	Harvest Energy - Fuel	£100.12
1858	DD181023	£17.45	£0.83	£16.62 16/10/18	Total Gas & Power Ltd - Electricity Market Place Clock	£17.45
1870	DD181026	£1,543.54	£0.00	£1,543.54 26/10/18	Royal London-Scottish Life - Pension Contributions	£1,543.54
1856	DD181031	£354.91	£59.15	£295.76 31/10/18	Isuzu Contract Hire - Monthly Lease	£354.91
1857	DD181031	£12.20	£0.00	£12.20 31/10/18	Natwest Bank Plc - Bank Charges 1/9-28/9	£12.20
<b>Total</b>		<b>£8,245.83</b>	<b>£634.65</b>	<b>£7,611.18</b>		

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## Sturminster Newton Town Council

### Cheque Payment - payments approval list

Start of

year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1871	Cheque 2341	£50.00	£0.00	£50.00 01/11/18	Royal British Legion Poppy Appeal - Poppy Wreath	£50.00
<b>Total</b>		£50.00	£0.00	£50.00		

## Sturminster Newton Town Council

### BACS Payment - payments approval list

Start of

year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1877	BACS1811 06	£235.00	£39.17	£195.83 01/11/18	2nd2None Driving School - Trailer Training Course Deposit	£235.00
<b>Total</b>		£235.00	£39.17	£195.83		

## Sturminster Newton Town Council

### Petty Cash - payments approval list

Start of

year 01/04/18

Tn no	Cheque	Gross	Vat	Net Invoice date	Details	Cheque Total
1782	PC002340	£13.15	£0.00	£13.15 27/09/18	Co-op - Refreshments and Bin Bags	£13.15
1855	PC 002340	£19.47	£0.00	£19.47 29/10/18	Post Office Ltd - Stamps	£19.47
1872	PC Cheque 2340	£17.57	£0.00	£17.57 31/10/18	Co-op - Refreshments	£17.57
1873	PC Cheque 002340	£29.98	£5.00	£24.98 31/10/18	The Camera Shop - Photo Frames and Print	£29.98
1874	PC Cheque 002340	£28.00	£0.00	£28.00 31/10/18	The Stur of The Moment - Lunch for Meeting	£28.00
1875	PC Cheque 002340	£1.69	£0.00	£1.69 31/10/18	Hart & Sons (Dorset) Ltd - Condolence Card	£1.69
1876	PC Cheque 002340	£1.25	£0.00	£1.25 31/10/18	Candy's Newsagents - Condolence Card	£1.25
<b>Total</b>		£111.11	£5.00	£106.11		

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# Financial Budget Comparison

Comparison between 01/04/18 and 31/10/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

	2018/2019	Actual Net	Balance	
<b>INCOME</b>				
<b>Office &amp; Administration</b>				
100	Precept	£277,182.00	£277,182.00	£0.00
105	Contributions to Expenditure	£970.00	£0.00	-£970.00
110	Interest - Public Sector Deposit Fund	£150.00	£241.70	£91.70
115	Interest - Bath Building Society	£150.00	£0.00	-£150.00
120	Chamber hire	£800.00	£0.00	-£800.00
125	Grants received	£0.00	£318.00	£318.00
130	Photocopying, printing, etc.	£5.00	£0.00	-£5.00
135	Insurance Settlements	£0.00	£0.00	£0.00
140	VAT reclaimed	£0.00	£3,298.49	£3,298.49
199	Other	£0.00	£184.20	£184.20
<b>Total Office &amp; Administration</b>		<b>£279,257.00</b>	<b>£281,224.39</b>	<b>-£1,967.39</b>
<b>Amenities &amp; Services</b>				
200	Recreation Grounds	£4,250.00	£442.00	-£3,808.00
205	Cemetery	£4,500.00	£2,405.00	-£2,095.00
210	Agency Agreements	£6,200.00	£240.00	-£5,960.00
215	Street cleansing	£9,000.00	£0.00	-£9,000.00
220	Contributions	£625.00	£566.29	-£58.71
225	Allotments	£0.00	£0.00	£0.00
299	Other	£0.00	£4,770.00	£4,770.00
<b>Total Amenities &amp; Services</b>		<b>£24,575.00</b>	<b>£8,423.29</b>	<b>£16,151.71</b>
<b>Capital Projects</b>				
300	Developer Contributions	£0.00	£0.00	£0.00
399	Other contributions, grants & donations	£0.00	£1,650.05	£1,650.05
<b>Total Capital Projects</b>		<b>£0.00</b>	<b>£1,650.05</b>	<b>-£1,650.05</b>
<b>Total Income</b>		<b>£303,832.00</b>	<b>£291,297.73</b>	<b>-£12,534.27</b>
<b>EXPENDITURE</b>				
<b>Office &amp; Administration</b>				
1000	Office staff payroll	£91,938.00	£58,650.88	£33,287.12
1010	Office premises	£8,446.00	£5,184.34	£3,261.66
1020	Office facilities & operations	£13,390.00	£5,727.42	£7,662.58
1030	Insurance	£7,004.00	£7,505.44	-£501.44
1040	Bank Charges	£515.00	£166.75	£348.25
1045	Professional fees	£5,150.00	£3,775.00	£1,375.00
1050	Civic & ceremonial	£1,700.00	£300.00	£1,400.00
1060	Training	£3,090.00	£929.53	£2,160.47
1070	Subscriptions	£1,227.00	£1,043.74	£183.26
1080	Loan repayments	£15,418.00	£7,708.76	£7,709.24

22/11/18 01:22 PM Vs:

*Sturminster Newton Town Council*

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# Financial Budget Comparison

Comparison between 01/04/18 and 31/10/18 inclusive.

Excludes transactions with an invoice date prior to 01/04/18

	2018/2019	Actual Net	Balance
1090 VAT paid	£0.00	£0.00	£0.00
1999 Other	£0.00	£0.00	£0.00
3050 Petty Cash	£0.00	£0.00	£0.00
<b>Total Office &amp; Administration</b>	<b>£147,878.00</b>	<b>£90,991.86</b>	<b>-£56,886.14</b>
<b>Amenities &amp; Services</b>			
2000 Grounds staff payroll	£116,826.00	£62,327.09	£54,498.91
2010 Workshop premises	£2,652.00	£1,702.50	£949.50
2020 Grounds operations	£10,249.00	£10,680.78	-£431.78
2030 Sports pavilion & facilities	£2,395.00	£1,175.07	£1,219.93
2040 Town Clock	£546.00	£108.13	£437.87
2050 Play facilities	£8,652.00	£350.00	£8,302.00
2060 Gardens & ornamental	£1,251.00	£691.80	£559.20
2070 Car Parks	£103.00	£0.00	£103.00
2080 Public toilets	£10,197.00	£3,331.64	£6,865.36
2090 Allotments	£52.00	£59.58	-£7.58
2100 Cemetery	£1,906.00	£1,245.05	£660.95
2110 Sturminster Mill	£3,502.00	£3,043.24	£458.76
2120 Footway lighting	£4,069.00	£854.35	£3,214.65
2130 Town Centre	£412.00	£114.90	£297.10
2140 Open Spaces	£2,163.00	£0.00	£2,163.00
2150 Benches & Other Infrastructure	£206.00	£0.00	£206.00
2160 Events & Festivals	£309.00	£472.00	-£163.00
2170 Rights of Way	£1,288.00	£0.00	£1,288.00
2180 Traffic management	£515.00	£0.00	£515.00
2190 Tree management	£1,545.00	£0.00	£1,545.00
2999 Other	£0.00	£1.00	-£1.00
<b>Total Amenities &amp; Services</b>	<b>£168,838.00</b>	<b>£86,157.13</b>	<b>-£82,680.87</b>
<b>Capital Projects</b>			
3000 Section 137	£0.00	£0.00	£0.00
3010 Grants	£4,481.00	£1,250.00	£3,231.00
3020 Skate Bowl Project	£0.00	£0.00	£0.00
3030 Neighbourhood Development Plan	£0.00	£0.00	£0.00
3035 WW1 Centenary Commemoration	£0.00	£0.00	£0.00
3040 Economic Development Plan	£0.00	£10,000.00	-£10,000.00
3045 Community Resource Support	£0.00	£0.00	£0.00
<b>Total Capital Projects</b>	<b>£4,481.00</b>	<b>£11,250.00</b>	<b>£6,769.00</b>
<b>Total Expenditure</b>	<b>£321,197.00</b>	<b>£188,398.99</b>	<b>£132,798.01</b>
Total Income	£303,832.00	£291,297.73	-£12,534.27
Total Expenditure	£321,197.00	£188,398.99	£132,798.01
Funded by reserves		£0.00	
<b>Total Net Balance</b>	<b>-£17,365.00</b>	<b>£102,898.74</b>	



## District Councillor's report October 2018.

This month I attended the regular Planning Committee at Durweston Hall, there were no local issues to discuss.

The Overview and Scrutiny Committee spent an afternoon in a question and answer session with the Senior N. Dorset team from Sovereign Housing Association where a wide range of housing issues were raised and at the end all thought that the meeting helped everyone understand the many problems that surround the provision of social housing.

The full council met at Durweston Hall to formally adopt the Dog Related Public Spaces Protection Order, this sets out the additional dog control measures that were available under the Crime and Policing Act 2014 and is now part of the enhanced Dog Warden Service.

I attended a Shadow Council briefing on the timetable for the change to the Unitary Council next year, the existing County and District Councils will be abolished formally on the 29<sup>th</sup> March (as this is also Brexit Day I doubt anyone will notice!) and all 174 Councillors will become members of the new unitary Dorset Council until the newly elected Councillors are in place on May 6<sup>th</sup> 2019.

Cllr Victor Fox.

### **Cllr Michael Roake report to Sturminster Newton Town Council**

#### **Dorset Waste Partnership Joint Committee -11<sup>th</sup> September 2018**

I attended the Joint Committee which considered a report by the Director of the Dorset Waste Partnership that outlined Finance and Performance Report a projected small adverse variance in 2018/19. This overspend would be met by the Budget Equalisation Reserve, which contains funds of £1.2m.

The Joint Committee acknowledged that there would be a transitional phase for Christchurch and the BCP Programme Board had requested continuation of the service in Christchurch by the DWP for one year to be agreed in principle by both BCP Shadow Executive and Dorset Shadow Executive in October 2018.

Subject to final agreement a legal agreement would be drawn up accordingly.

The Joint Committee considered a report by the Director of the DWP which set out the proposal for the Shadow BCP Council and Shadow Dorset Council to enter into a legal agreement to delegate the waste function for the Christchurch area to the new Dorset Council for one year from 1 April 2019.

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The DWP would cease as a partnership on 1 April 2019 when waste & recycling would become an executive function of the new Dorset Council.

As a high-profile service, it was considered that a one-year transition period for Christchurch would be appropriate to ensure service continuity. The proposal included a delegation of function that would allow staff and assets to be transferred to the Dorset Council for 1 year for an agreed fee, and thereafter transfer to the BCP Council who would take the service forward. DWP already shared a residual waste disposal contract with Bournemouth Borough Council that would remain open

At the Joint Committee meeting I sought further clarity on the financial implications of closed landfill sites for the existing and the new council. The Finance and Commercial Manager stated that Dorset County Council currently owned many closed landfill sites. These, as well as others that were currently looked after by the partner councils, would come together under the new Dorset Council and it was assumed that budgets in respect of these closed landfills would also merge.

**Leisure:**

Nationally, the Football Association is about to embark on a major 10-year investment programme in grass-roots community football facilities. To guide this investment, they will produce a Local Football Facilities Plan for each district in England. The Plan for North Dorset will be produced this winter and council officers are working with the FA to help engage key stakeholders in that process - including town and parish councils.

Regarding all sports (e.g. football, hockey, rugby and cricket) officers will be collaborating with other local authorities in Dorset and with Sport England to produce a Playing Pitch Strategy – focusing on all grass and artificial pitches which are available to the community. This audit and strategy will help to secure investment from Sport England, Football Association and from developer contributions.

**Great Dorset Steam Fair** Post Meeting 8<sup>th</sup> November will take place this year was the 50<sup>th</sup> anniversary of the show a record number of visitors attended the event.

Currently on the GDSF Post meeting agenda will include;

**Parking:** including the additional contingency car parking on the Pimperne side of Swainson Road/Collingwood Corner. The flexibility concerning caravan/camping areas within main site.

**Traffic:** and the temporary speed limits along the A354.

**Signage:** how effective was the Event Signage, also the prompt to visitors to turn off their Sat-Navs and follow the Event Signs.

If anyone has any comments or feedback that they believe would provide useful information to the Management of the GDSF. Please could you send me an email within the next two weeks.

**The NDDC Air Quality** report has been submitted to DEFRA and has been validated by their consultants; no areas of concern have been identified; the report is available on Dorset4U website (search 'Air Quality').

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A year-long monitoring campaign is underway at six sites around the District where Diffusion Tubes have been installed to monitor for Nitrogen Dioxide concentrations (vehicle pollutant). Further information will be made available once enough data has been obtained.

### **Boundary Commission report published October 2018**

#### ***Sturminster Newton***

The only submission we received that referred to this ward was from a town councillor who supported the draft recommendations, pointing out that there were connections between the two parishes in the ward. We therefore confirm our Sturminster Newton ward as final without amendment.

Sturminster Newton Electorate  
2018- 3,530  
Projection 2023- 3,443

Dorset Council  
Number of councillors 82  
Number of electoral wards 52

#### **Final recommendation**

Dorset Council should be made up of 82 councillors serving 52 wards representing 28 single-councillor wards, 18 two-councillor wards and six three-councillor wards.

#### **Parish electoral arrangements**

As part of an electoral review, the Boundary Commission are required to have regard to the statutory criteria set out in Schedule 2 to the Local Democracy, Economic Development and Construction Act 2009 (the 2009 Act). The Schedule provides that if a parish is to be divided between different wards it must also be divided into parish wards, so that each parish ward lies wholly within a single ward. They cannot recommend changes to the external boundaries of parishes as part of an electoral review.

Under the 2009 Act the Boundary Commission only have the powers to make changes to parish electoral arrangements where these are as a direct consequence of their recommendations for principal authority warding arrangements.

However, district and borough councils in Dorset currently have, and Dorset Council will have, powers under the Local Government and Public Involvement in Health Act 2007 to conduct community governance reviews to effect changes to parish electoral arrangements.

The Boundary Commission recommendation have now been completed in the review of Dorset Council. The recommendations must now be approved by Parliament. A draft Order – the legal document which brings into force our recommendations – will be laid in Parliament. Subject to parliamentary scrutiny, the new electoral arrangements will come into force at the local elections in 2019.

The North Dorset Trailway attracts many visitors to the town, some of whom start their walk or cycle from Sturminster Newton, others cycle to the town as their destination from Shillingstone, Stourpaine and Blandford.

Some 100,000 visits per year start from Sturminster Newton and 110,000 start from Blandford with varying numbers starting at Stourpaine and Shillingstone. Some of these Trailway users will be locals, others will be visitors from elsewhere in Dorset and some will be tourists from outside the area.

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The number of visitors is potentially very attractive for Sturminster Newton if we could encourage every visitor who uses the trailway to spend only £1 every time they used the trailway that would be an extra £100,00 into the towns economy.

The challenge is there it's how we embrace that opportunity for the benefit of the community that is very attractive. Look forward to receiving your thoughts and comments on the challenge before us.

**Cllr Michael Roake**  
**November 2018**

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