

## **HERSTMONCEUX PARISH COUNCIL**

Minutes of Herstmonceux Parish Council held at 7.30pm on Monday 17 August 2009 in Herstmonceux Village Hall, Herstmonceux.

Present: Councillors J Angear, K Game, M Goodsell, W Gower, B Naish, M Rice, J Tate, K Wheatley, I Willson, East Sussex County Councillors R Thomas and W Bentley and Wealden District Councillor A Long.

The Responsible Financial Officer, Mr S Goacher and Mrs J McInnes, the clerk were in attendance.

Three members of the public, three Sussex Police Officers and one reporter attended the meeting.

In the time set aside for public questions and statements there were two presentations:

1. Sussex Police made the following statements about antisocial and recent criminal behaviour by a number of people:

- A wedding reception in the village was interrupted by gatecrashers who were offensive and intimidating to guests. A vehicle (parked at a home address) belonging to a guest was damaged. In a separate incident, a house was damaged by a number of people – Sussex Police have details of the suspects in both incidents and have taken a number of statements. Investigations are continuing.
- Sussex Police are aware of the concerns of the Parish Council and local residents at the number crimes apparently committed by a small number of people. They confirm that strenuous efforts are being made to bring the offenders to justice. One Anti Social Behaviour Order (ASBO) on a regular offender has been in place for over a year and four more applications have been submitted to the courts for ASBO's. Evidence is needed to support all applications and Sussex Police urge residents to report all antisocial and criminal behaviour.
- A number of driving offences are being investigated.
- Sussex Police is working with the Local Action Team (LAT) to address all issues relating to criminal and antisocial behaviour in the parish.

The Chairman expressed the concerns of the Council and parish residents that the number of offences has increased and the perception of residents is that on occasions the response from Sussex Police has seemed slow and ineffective. There has been a level of intimidation by offenders and residents are reluctant to report crimes. The Council understands that excessive alcohol consumption is a problem with a number of offenders and the supply of alcoholic drinks should be investigated.

East Sussex County Council Councillor R Thomas supported the concerns raised by the Parish Council and residents. He expressed his support for the work of Sussex Police but requested that the level of policing for the parish should be increased as residents are suffering an increase in criminal behaviour without extra support from the Police.

Inspector Allum, from Sussex Police noted the concerns expressed and stressed that all criminal incidents are taken seriously and are investigated by Sussex Police. He urged residents to continue to support the police investigations by reporting all incidents in as much detail as possible. All action taken by Sussex Police is evidence based and so it is important for all crimes to be reported.

2. Mr L Keeley returned his comments on the WDC Local Development Framework Consultation. He is concerned that the parish infrastructure will not cope with the proposed additional housing, particularly the school, the surgery and the leisure facilities. He also asked if there would be an official Open Day for the affordable Housing at North Lodge.

#### **09.92 APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D Creasey, N Lyon and K Wheatley.

#### **09.93 MINUTES**

The minutes of the meeting held on 20 July have been circulated.

It was then resolved that the minutes be approved, adopted and signed as the correct record, proposed by Councillor M Goodsell, seconded by Councillor J Tate.

#### **09.94 MATTERS ARISING FROM MINUTES**

Buckwell Rise - report on problems of vegetation from a Local Authority house overgrowing neighbouring properties – what action has been taken by WDC?

Robins, Chilsham Lane – the Parish Council requests a report on the recent Planning Inspector's enquiry.

#### **09.95 DECLARATIONS OF INTEREST**

Councillor Goodsell – re minor maintenance work on the Recreation Ground and other Council sites.

#### **09.96 FINANCIAL OFFICER'S REPORT AND ACCOUNTS FOR PAYMENT**

The meeting having been presented with the Payment of Account Report and accompanying vouchers, authorised expenditure totalling £3,287.76 (copy attached) proposed by Councillor K Game, seconded by Councillor M Goodsell. All councillors in favour.

#### **09.97 DOCTOR'S SURGERY**

Nothing further to report.

#### **09.98 AFFORDABLE HOUSING**

Details of the houses for sale at North Lodge, Herstmonceux under the Shared Ownership Scheme, will be available from the Town and Country Housing Group in the near future.

#### **09.99 LOCAL DEVELOPMENT CORE STRATEGY CONSULTATION**

The Council discussed the proposals at length and the comments forwarded to WDC are as follows:

##### **Response to the Core Strategy Spatial Options Consultation August 2009**

1.1 Herstmonceux Parish Council's response to the consultation is based on information gained from residents at a public meeting, the Council's response to the Issues and Options Consultation in September 2007, the Parish Plan Review of September 2008 and the LDF Bridging Template.

1.2 Herstmonceux Parish Council recognises that Herstmonceux Parish is an active and vibrant community served by a primary school, churches, surgery, local shops, pubs and numerous clubs and societies. Some development is needed to ensure that the parish grows and provides for its residents. Future housing development should include provision for both younger and older residents to maintain a balanced community. At present there is no supported housing for older residents. However, it is vital that any development is carefully phased to preserve the identity of the rural community.

1.3 Any development, whatever the size, should have to provide development contributions for the local community. Herstmonceux Parish Council supports the initiative by Forest Row Parish Council for this subject to be addressed by Wealden District Council. It is unacceptable that developers can use the current rules to avoid paying for development contributions for community benefit.

1.4 Herstmonceux Parish Council has selected Option 3 as the most appropriate for Wealden with reservations about impact on the infrastructure.

1.5 However it has serious concerns about the consultation process and wishes to make the following comments:

- The Parish Council supports the concerns expressed by WDC that the increase of proposed housing units in the Wealden District from 8000 to 11000 without guarantees that the necessary infrastructure will be built first is quite unacceptable. This is particularly relevant when the projection for economic climate over the next five years indicates that expansion and investment will be restricted.
- The consultation document defines a range of district-wide approaches to future development but parish and town councillors across the district are elected to represent their local communities and not the district. It is not reasonable to expect councillors to have detailed information about other towns and parishes, which enables them to make informed comments on the proposals.. Many communities obviously have serious concerns at the scale of development proposed in their areas and could therefore support proposals that will have the least impact on their own area. Equally they may indicate preference for options that increase development elsewhere.
- Councillors and residents have found the documents confusing and therefore have had difficulty in assessing the full impact of the different proposals. Options are written in such a way that direct comparison of options is difficult.
- Without sufficient funding for infrastructure for the immense impact of the proposals, it is hard to understand how any of the proposals can be considered sustainable.

Herstmonceux Parish Council raises serious concerns at the following infrastructure needs for any of the proposals.

2.1 The main areas of concerns are as follows:

Herstmonceux Church of England Primary School

The intake of pupils for the reception class in September 2009 is 39 pupils. This exceeds the government guidelines of 30 pupils per class and will mean that extra teaching staff and support staff will be employed to support the children. However, this does not help increase the physical space in the classroom for these children and this will be an increasing problem over the next seven years as the children progress through the school. The ESCC Report on Primary Schools of 1 May 2009 states that the site is already too small for current numbers (smaller than minimum requirements in Building Bulletin 99 and Building Bulletin 98). It also notes that there are no playing fields for the children.

The report also states that pupil forecasts are indicating that the past decline in Primary Rolls will come to an end in 2009/10 and there will be a rise in pupil numbers until around 2016/17. As this report was written before the presentation of the LDF proposals, the potential increase of applicants to the school by any new housing will not be able to be accommodated.

The School's Chairman of Governors has informed the Council that ESCC has no current plans to build a new school in Herstmonceux or even to expand the existing school.

The site of the nearest secondary school to Herstmonceux at Hailsham is already noted in the ESCC report as being too small for the current size of the college intake.

Surgery

The parish is served by a surgery in Herstmonceux and a branch surgery in Windmill Hill. The surgery in Herstmonceux is a single doctor practice with approximately 3000 patients. The premises are extremely overcrowded and a new two-doctor practice is planned. It is hoped that a planning application for the new surgery will be submitted later in 2009. Obviously any future expansion of the parish over the next 20 years has not been included in the patient estimate for this application.

Health

Any increase in housing will have a profound impact on the provision of other health services in the area. Residents in Herstmonceux parish access services at either Hastings or Eastbourne or outreach clinics. These services are already stretched to capacity and are

difficult to access by public transport.

#### Water

This area of the South East has a water shortage and the increased demand caused by any new development either in the parish or across this area will add to the problem.

The Parish Council understands that investigations are under way to expand Bewl Water and create a new reservoir at Clay Hill in the Lewes District.

However, the Council is concerned that these measures will take many years to implement and there is insufficient water capacity in dry periods as was shown by the need to impose hosepipe restrictions in 2006/7. As there are a number of developments already approved in the Hailsham area, which will put further strain on resources, it is essential that the provision of new water capacity be linked with any development.

#### Waste Water Capacity

The Parish Council notes that it is acknowledged in the consultation document that there is insufficient capacity to meet housing and employment requirements until 2018 onwards and furthermore funding has not been approved for any projects. Any developments should be phased to take place when wastewater schemes are actually in place and not merely an ideal.

#### Roads

Herstmonceux is served by the A271, which runs through the centre of Herstmonceux village. Most other roads in the parish are C class rural roads, some with only single-track access.

Any development in the parish will need careful management to prevent these smaller roads becoming impassable either by parked cars or weight of traffic. Current car parking allocation in planning approvals is causing parking on pavements and congestion. The Government planning rules on car parking must be revised, particularly in rural areas not served by regular public transport.

Herstmonceux is a rural parish and businesses connected with agriculture and farming should not be adversely affected by any development of housing.

The roads in the parish are poorly maintained, work will start in the next few weeks on a section of the A271 where the carriageway is collapsing but because of the lack of funding only a short section can be replaced and the remaining sections merely patched. A number of other residential roads are also in a poor state of repair.

As the road is the main link between the A22 and the A259 for commercial traffic, problems already exist for the volume of traffic any additional housing will obviously cause more stress on this road system. There are regular delays at the bottleneck in Herstmonceux village.

#### Transport

Herstmonceux is poorly served by an hourly bus service, which stops in the early evening and on Sundays. The service only serves the A271 and so rural settlements have no service at all. In order to attract businesses, to provide a service for the community and to reduce the number of cars a more flexible service should be introduced with smaller buses for outlying areas.

#### Police and East Sussex Fire and Rescue

These services already have resource issues and the proposed increase in housing and employment will create further problems for policing and the provision of fire and rescue services.

It is essential that the Fire Station at Herstmonceux be retained. Appropriate funding must be in place for these services before development takes place.

2.2 The Parish Council notes and supports the Communities and Local Government Planning Policy 12 which makes the following statement on infrastructure:

The core strategy should be supported by evidence of what physical, social and green infrastructure is needed to enable the amount of development proposed for the area, taking account of its type and distribution

Good infrastructure planning considers the infrastructure required to support development, costs, sources of funding, timescales for delivery and gaps in funding. This allows for the identified infrastructure to be prioritised in discussion with key local partners. This has been a major theme highlighted and considered via HM Treasury's CSR07 Policy Review on Supporting Housing Growth. The infrastructure planning process should identify, as far as possible:

- Infrastructure needs and costs
- Phasing of development
- Funding sources
- Responsibilities for delivery.

The need for infrastructure to support housing growth and the associated need for an infrastructure delivery planning process has been highlighted by the Government's Housing Green Paper. .... Local authorities should undertake ....discussion with key infrastructure providers when providing a core strategy

### 3 Employment

The creation of employment opportunities should drive the number of houses required in a parish. The Parish Council supports Option 8 of the consultation recommendations.

3.1 The Council wishes to make the following comments on employment opportunities in the parish:

- The parish has popular tourist sites at Herstmonceux Castle, Herstmonceux Science Centre and the famous trug makers of Herstmonceux. Accommodation is provided at local pubs, bed and breakfast houses, guest houses and pubs. All these sites are promoted locally and provide employment for local people.
- The proposals with regard to employment as detailed in the consultation document can only be an ideal and cannot be implemented by any plan.
- The problems of transport and infrastructure as detailed above will apply to any creation of employment sites.
- Business rates are an increasing problem for small businesses and not within the remit of the consultation process.
- The parish has suffered the loss of the following businesses in recent years: butcher's shop, Blanshard Engineering, banking services, Drummers Pine Furniture, Monkey Puzzle Garage and car workshops, trug shop, builders yard, Estate Agents, Hailsham Roadway, concrete works. Three of the sites have already been developed for housing and applications have already been submitted for two other sites.
- Neither the Parish Council nor Wealden District Council has any means of promoting this parish or others for employment opportunities, as all the sites mentioned are privately owned. The Core Strategy should create a framework in which parishes, towns and owners of potential employment sites can work together to promote these opportunities.

#### **09.100 PARISH PLAN REVIEW**

Nothing to report.

#### **09.101 HERSTMONCEUX REGISTER**

Nothing to report.

#### **09.102 CLERK'S REPORT**

##### **Correspondence**

1. WDC – details of District Parish conference to be held on 4 November 2009. The Parish Council is invited to send two representatives; closing date 18 September. **Councillor Gower will attend.**
2. Shaw’s – details of council publications available.
3. ESCC – details of work to be carried out on A271.
4. ESCC – details of Adult Social Care Rural Forum at the Reid Hall, Boreham Street on 11 September.
5. ESCC – copy of letter sent to Mrs Thompson in response to her concerns at road safety issues in Windmill Hill.
6. WDC – benefit newsletter.
7. Mrs A Ridgeway – expressing concern at the poor state of the grass triangle at the end of Chestnut Close and asking if it can be cleared. **ESCC contractors have recently cut the grass.**

### **Correspondence**

1. Forest Row Parish Council – requesting support for a campaign to ask WDC to reconsider its policy on S106 Developer Contributions. **Agreed.**
2. ESCC Rights of Way – informing the Council that a kissing gate in either metal or wood is available for the footpath 30b at Chapel Row. **Clerk will contact the landowner.**
3. Mrs Hansell – asking for the Council’s comments on a large tree that is overshadowing here property in Coombe Close, Windmill Hill. **Councillor Goodsell will investigate.**
4. ESCC – informing the Council that it will investigate the Council’s comments access to the bus stop opposite the Post office and the new raised access points in the bus stops near to the affordable housing at North Lodge.
5. Uckfield Town Council – informing the Council that there are two spaces on the playground inspection training course on 21 September.
6. Mr Bell – informing the Council that the mirror at the junction of Cinderford Lane and Cowbeech Hill has fallen down. Councillor Goodsell will investigate
7. Rothermedia – website usage chart.
8. Town and Country Housing Group – informing the Council that the formal marketing flyer will be available soon for the shared ownership houses at North Lodge.
9. WDC – asking if the Council wishes to take part in a swine flu briefing session in September. **Session cancelled.**
10. Herstmonceux Bowls Club – informing the Council that it is interested in investigating the relocation of the Bowls Club to the Lime Park site. **The clerk will arrange a meeting with ESCC.**
11. WDC – questionnaires on WDC Standards Board survey. Response by 21 September.

### **09.103 REPORTS**

#### **Finance and General Purposes**

The Parish Council has agreed to review, at its August Meeting in each year, the Grants it is to make to both local and nationwide organisations that are deemed to be beneficial to the parish or to its residents.

Provision was made in the Parish Council’s Original Estimates for the financial year 2009 / 2010, for the following Grants. These are compared with the actual paid during 2008 / 2009:

<b>Actual Grants 2008-09</b>	<b>Organisation</b>	<b>Provision for 2009-10</b>	<b>Amount To be Granted</b>	<b>Notes</b>

	<b>Overall Grant Provision:</b>	<b>5000.00</b>		
60.00	(The) East Sussex Association for the Blind and Partially Sighted People	0.00	<b>60.00</b>	Grant Application Form Completed – Accounts for the year ended 31 March 2008 submitted.
100.00	Herstmonceux Amateur Theatrical Society - Young HATS (Junior Section)	0.00	<b>0.00</b>	No Grant application received this year
0.00	First Herstmonceux Scout Group	0.00	<b>0.00</b>	Grant Application Form Completed – No Accounts submitted.
0.00	Herstmonceux Cricket Club	0.00	<b>500.00</b>	Grant Application Form Completed – Accounts for the year ended 30 September 2008 submitted.
0.00	Herstmonceux Gardeners Club	0.00	<b>0.00</b>	Payment of £100 paid under 'Grants' previously, were in respect of planting and maintaining the planter on behalf of the HPC. Such items should be regarded as <b>normal expenditure</b> to the Council – <b>Not a Grant item.</b>
0.00	Herstmonceux Neighbourhood Watch Scheme	0.00	<b>0.00</b>	No Grant application received this year
500.00	Herstmonceux P.C.C. – Churchyard	0.00	<b>500.00</b>	No Grant application received this year
2000.00	Rural Community Support Society – [Village Information Centre]	0.00	<b>2000.00</b>	Grant Application Form Completed – Accounts for the year ended 31 July 2008 submitted.
250.00	Sussex Air Ambulance Appeal	0.00	<b>0.00</b>	No Grant application received this year

50.00	Victim Support (Sussex)	0.00	<b>50.00</b>	Grant Application Form Completed – Accounts for the year ended 30 April 2008 submitted.
50.00	Visually Impaired Eastbourne & Wealden Craft	0.00	<b>50.00</b>	Grant Application Form Completed – Accounts for the year ended 31 December 2007 submitted.
100.00	Wealden Citizen's Advice	0.00	<b>100.00</b>	Grant Application Form Completed – Accounts for the year ended 31 March submitted. This item is outside Section 137 Grants
75.00	Wealden Staying-Put Handyman Scheme	0.00	<b>75.00</b>	Grant Application Form Completed – Accounts for the year ended 31 March 2008 submitted.
0.00	Wealden Independent Mediation Service	0.00	<b>0.00</b>	No Grant application received this year
0.00	Woman's' Royal Voluntary Service	0.00	<b>0.00</b>	No Grant application received this year
<b>£3,185.00</b>	<b>Total of Grants</b>	<b>£5,000.00</b>	<b>£3,335.00</b>	

**Proposed Finance & General Purposes Recommendation:**

The Finance & General Purposes Committee have carried out its Annual Review of Grants and recommendations to Full Council payment of the Grants for 2009 / 2010, to those organisations listed above, amounting to **£3335.00**.

In addition, the Finance & General Purposes Committee would recommend the following in respect of the following Grant Applications:

**First Herstmonceux Scout Group:** The application is in respect of replacing the scout hut building, following the building being burnt down. The new building is envisaged to be a multiuse building for all Herstmonceux and surrounding area organisations, including the Scouts, Guides, Cubs, Young HATS, Skate 8, and local Church organisations. The Members of the Committee would recommend that this application for a Grant be looked upon as possible future Capital Expenditure rather than a Grant at this time. There is a need to ascertain a full financial appraisal of the whole project with the First Herstmonceux Scout Group and at a time when other sources have funding have been investigated by them. At such time it may be possible for the Parish Council to determine a Capital sum that it can afford or is prepared to borrow and for the RFO to build such a sum into the estimates for 2010/11.

**Herstmonceux Gardeners Club:** The application seeks to reinstate a grant of £100 per year to maintain the planter in the village. The application mentions that ".....this is not a request for Grant assistance but a request for the reinstatement of the £100 per annum promised to our Club if we carried on planting and maintaining the Village Planter after the death of Mr Peter Gibb." The Members of the Committee were of the opinion that this arrangement should be regarded as 'normal expenditure' by the Parish Council and would expect to receive an invoice for payment under the terms of the agreement. The Members agreed that this should not be discussed under the heading of Parish Council 'Grants', and that the payment in respect of this matter had been dealt with incorrectly in past years. The Members of the Committee have asked the Clerk to investigate whether the Herstmonceux Gardeners Club wish to continue to provide this service to the Parish Council. If so, then payment would be made on the production of an invoice, together with any arrears due. If not, the Parish Council would have to consider going out to tender for the provision and upkeep of all flower arrangements, including the Village Planter, within the Village.

**Herstmonceux Parochial Church Council (HPCC):** The Members of the Committee record that they are fully aware that the maintenance of the closed churchyard could be something that the HPCC could pass over to the Parish Council to undertake. Therefore, although no Grant Application form had been received, the Members would wish to maintain an annual contribution to HPCC through its Parish Council Grant Scheme, as this is considered financially beneficial to the parish.

**Rural Community Support Society (Village Information Centre):** The Grant Application Form received requested a Grant of £3,000. The Members of the Committee considered this application on its merits and in the light of assistance provided in previous years. The Members have made a recommendation that the Clerk writes a helpful letter to the Village Information Centre Committee and advises them of other possible sources of funding to assist in covering the running costs of the Information Centre.

**Grant Applications:** The Members of the Committee had taken a broad approach to the considering of Grants and felt that other recipients that had been considered in past years, as shown on the report, could not be considered for a Grant if a Herstmonceux Grant Application Form had not been received from them. It is noted that both Officers of the Council, when receiving a letter requesting financial assistance forward to that organisation a Herstmonceux Grant Application form for completion and submission by the required date of 31<sup>st</sup> July in each year.

## **Planning**

Minutes of the Planning Committee Meeting held at 7.30pm on 11 August 2009

Present: Councillors J Angear, K Game, N Lyon, M Goodsell and I Willson.

Apologies were received from Councillors D Creasey and W Gower.

The Committee was inquorate, and so these comments are recommendations to the Full Council.

It was proposed to accept the following recommendations, proposed by Councillor K Game, seconded by Councillor M Goodsell. All councillors in favour.

**Application:** WD/2009/1520/FR – Councillor J Angear Declared an Interest as she is a friend of the applicant.

**Applicant:** Collins and March

**Location:** Old Barn Farm, Cinderford Lane, Hellingly.

**Description:** Retrospective planning application for timber frame stables.

**Parish Council Comments to Wealden District Council:** The Parish Council does not condone retrospective applicants. However, the stables have been built for some time and as there have been no objections from neighbours; the Parish council has no objection to this application.

**Application:** WD/2009/1488/LB

**Applicant:** Mr P Wellings

**Location:** Yew Tree Cottage, Lower Road, Herstmonceux.

**Description:** Single storey rear extension and replacement of flat roof on store with pitched roof.

**Parish Council Comments to Wealden District Council:** No objection provided that the work complies with Listed Building Regulations.

**Application:** WD/2009/1462/LB

**Applicant:** Mr D Pearson

**Location:** Flat 2 Herstmonceux Place, Church Road, Herstmonceux.

**Description:** Removal of modern shower room and cupboards and associated reinstatement. Restoration of fireplaces. Resiting doorway in modern brickwork wall in existing lounge. Removal of bedroom modern stud partition and support beam over. Removal of part modern block work wall to kitchen and support beam over. Opening up of alcove and provision of shelves.

**Parish Council Comments to Wealden District Council:** No objection, the Parish Council considers that the proposed work will be an improvement to the dwelling. The Council expects that the proposed changes will comply with Listed Building Regulations.

**Application:** WD/2009/1250/F

**Applicant:** Mr D Hawkins

**Location:** Diamond House, Hailsham Road, Herstmonceux.

**Description:** Conversion to form pair of dwellings and dormers in roof.

**Parish Council Comments to Wealden District Council:** The Parish Council supports this application. The proposed formation of an additional dwelling will increase accommodation in Herstmonceux.

**Application:** WD/2009/1613/F – Councillor M Goodsell Declared an Interest as he has had business interests with the applicant.

**Applicant:** Mr M Silvester

**Location:** The Oast, Stunts Green, Herstmonceux.

**Description:** Proposed garage block.

**Parish Council Comments to Wealden District Council:** The Council objects:

- It is an overdevelopment of the site.
- The Council is concerned that it appears to be the size and construction of a residential property not garaging.
- The proposed garage block is located a considerable distance from the main dwelling.
- The Council understands that local residents have expressed concerns at the location and size of the proposed garage block.

**Application:** WD/2009/1649/F

**Applicant:** Mr and Mrs A Page

**Location:** 10 Dacre Road, Herstmonceux.

**Description:** Proposed rear extension.

**Parish Council Comments to Wealden District Council:** The proposed extension is large but the Council has no objection provided that there are no objections from the neighbours.

### **Ground Committee**

There are problems with moles on the recreation ground again – Councillor Gower will contact the mole catcher.

### **Street lighting**

Nothing to report.

### **Highways and Traffic**

- Holes in the road were reported in Church Road and on Cowbeech Hill.
- There are problems with access and exit to Orchard View Park due to the number of cars parked at the entrance. These problems are worse when the surgery is open as patients using the surgery park on the road.

- The entrance to Victoria Road is dangerous due to parked cars and the lack of road markings indicating which direction has priority. The clerk will contact ESCC on these issues.

**Footpaths**

No report.

**Children and Young People**

No report.

**Information Centre**

No report.

**East Sussex County Councillor**

**Wealden District Councillor**

No report.

**Tree Warden**

No report.

**Emergency Plan**

No report.

**Wealden District Association of Local Councils**

No report.

**Allotments**

No report.

**09.104 AGENDA**

Review of Standing Orders and Financial Regulations.

Chairman..... Date.....