



GILLINGHAM TOWN COUNCIL

The Town Hall, School Road, Gillingham, Dorset SP8 4QR

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PLANNING COMMITTEE

Minutes of a meeting of the **Planning Committee** held on **Monday 14th November 2016** in **The Jubilee Room, Town Hall, School Road, Gillingham** at **7.30pm**.

These minutes do not constitute a true record until ratified by Full Council.

Members Present: Cllr B Von Clemens (Chairman),
Cllr Ms A Baker, Cllr Mrs A Beckley, Cllr R Evill, Cllr A Frith, Cllr S Joyce,
Cllr Mrs S Hunt and Cllr Miss N Purkis.

Also Present: **Committee Clerk:** Mrs Julie Hawkins.
Rights of Way Liaison Officer: Mrs Sheila Messer
4 members of the public.

272. Apologies: Apologies were received from Cllr Miss E Jones, Cllr P Harris and Cllr D Walsh.

273. To approve the minutes of the meeting held on the 10th October 2016 and the interim meeting held on 24th October 2016.
Proposed by Cllr Mrs Beckley, seconded by Cllr Evill and agreed by all voting members **“that the minutes of the meeting held on the 10th October 2016, and the interim meeting held on 24th October 2016 are approved as correct records of those meetings”.** **RESOLVED.**

274. Questions:
There were no questions.

275. Declarations of Interests
Members are reminded of their obligations to declare their interests in the following items and to indicate the action they will be taking when the item is considered as per the National Association of Local Councils (NALC) Model Code of Conduct which has been prepared to comply with the requirements of Section 27 of the Localism Act 2011.
There were no disclosable pecuniary interests; however Cllr Joyce informed the meeting that he has a personal interest in Planning Application No. 2/2016/1376/FUL as he is known to the applicant, and a personal interest in Planning Application No. 2/2016/1569/FUL as he is a customer of Lloyds Bank.

276. Planning Application Decisions from NDDC:

- a. Application Number:** 2/2016/1191/OTDWPA
Location of Development: Lloyds Bank Plc, High Street, Gillingham, Dorset, SP8 4AQ
Description of Development: Change of use of first floor from Offices (B1) to 3 No apartments, including provision for car parking and separate apartment access.
APPLICATION WITHDRAWN

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276. Planning Application Decisions from NDDC continued:

- b. **Application Number:** 2/2016/1192/HOUSE **Date Registered:** 17 August 2016
Location of Development: Little Wyke, Wyke Road, Gillingham, SP8 4NH
Proposal: Erect two storey link extension to garage.
GRANTED
- c. **Application No:** 2/2016/1279/HOUSE **Date Registered:** 1 September 2016
Location of Development: Lower Langham Farm, Langham Lane, Gillingham, Dorset, SP8 5NT
Description of Development: Erect 1 No. single storey extension.
GRANTED
- d. **Application Number:** 2/2016/1280/TEL
Applicant: EE Ltd and Hutchison 36 UK Ltd
Proposal: Install 12.50m Phase 5 Column and 2 No. equipment cabinets. Remove 12.50m column and cabinet.
Location: Telecommunications Cabinet, Corner of Bay Road and Queen Street, Gillingham, Dorset,
THE DEVELOPMENT PROPOSED DOES NOT REQUIRE PRIOR APPROVAL.
- e. **Application Number:** 2/2016/1302/HOUSE **Date Registered:** 7 September 2016
Location of Development: 5 Barnaby Mead, Gillingham, SP8 4AL
Description of Development: Erect first floor extension over existing garage.
GRANTED
- f. **Application Number:** 2/2016/1233/AGDWPA
Location: Stirling Stables, Bay Road, Gillingham, Dorset,
Proposal: Change of use and conversion of agricultural building into 1 No. dwelling (Class C3).
It is considered that the development proposed is not permitted development, and that a formal planning application is required
- g. **Application No:** 2/2016/1031/HOUSE **Date Registered:** 14 July 2016
Location of Development: Rivers Meet, High Street, Gillingham, SP8 4AA
Description of Development: Erect single storey rear extension.
REFUSED
- h. **Application No:** 2/2016/1329/FUL **Date Registered:** 9 September 2016
Location of Development: Land at E 380183 N 126087, Common Mead Lane, Gillingham, Dorset.
Description of Development: Erect 2 No. dwellings with garages. Form driveway, parking and turning area.
REFUSED

Cllr Mrs Beckley referred to Planning Application No. 2/2016/1031/HOUSE and asked why the application to erect a single storey rear extension at Rivers Meet had been refused. The Chairman informed the meeting that the schedule of conditions states: *'The proposed extension would compromise the future health of a protected Horse Chestnut tree which contributes positively to the visual amenity of the area, and apply pressure for its future removal, contrary to Policy 24 of the North Dorset Local Plan Part 1'*.

277. Tree Works Application Decisions from NDDC:

- a. **Application Number:** 2/2016/1564/DDTREE
Location: 9 Bryony Gardens, Gillingham, Dorset SP8 4TR
Proposal: T1 Dead Hawthorn- Remove
These works may take place immediately under the Section 202 (c) of the Town and Country Planning Act.

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277. Tree Works Application Decisions from NDDC continued:

b. Application Number: 2/2016/1342/CATREE

Location: Milton Lodge Hotel, Mapperton Hill to Milton-on-Stour - Road, Milton-on-Stour, Dorset, SP8 5QD

Proposal: T1 and T2 - Monterey Cypress - Fell

North Dorset District Council has no objection to the works specified

278. Planning Applications:

a. Application No: 2/2016/1473/FUL

Proposal: Install a mezzanine floor to be used for retail and/or a pet care, treatment and grooming facility. Erect a gas bottle storage unit, fire escape staircase with fire escape door.

Location: Unit 2 The Harwood Retail Centre, Station Road, Gillingham, SP8 4PY

COMMENTS:

The Chairman informed the meeting that since the submission of the plans the applicant has amended the design of the proposed fire escape and it is now proposed to include a spiral staircase. The Chairman explained that this amendment has been made in order to address concerns over the loss of car parking spaces.

The Chairman invited local resident Mr David Pike to speak.

Mr Pike informed the meeting that he lives in the neighbouring property and stated that Pets at Home are not adhering to their current planning conditions. Mr Pike raised concerns over opening hours and the disruption to neighbouring properties. Mr Pike informed the meeting that since the original application was approved, three parking spaces have been removed and a further nine parking spaces were removed in order to accommodate delivery vehicles. Mr Pike raised concerns over the loss of further parking spaces to accommodate additional staff members. Mr Pike informed the meeting that the current air conditioning units cause noise pollution and stated that the proposed additional unit will exacerbate the situation.

The Chairman invited local resident Mr Herbie Light to speak.

Mr Light referred to the proposed gas bottle storage unit and asked what safeguard would be put in place to reduce fire risk.

The Chairman stated that the cylinder store for 3 J bottles will need to comply with all current health and safety regulations.

Cllr Mrs Beckley raised concerns over possible opening hours being longer.

The Chairman informed the meeting that the application is not for an extension to the current opening hours and the business will have to operate within the existing conditions as follows: *The retail unit shall only be open from 7:00am until 11:00pm Monday to Saturday and 10am until 4:00pm on Sundays; this should be read as inclusive of all deliveries to and from the premises.*

Cllr Joyce stated that whilst he did not object to the proposed mezzanine floor he had concerns over the loss of car parking spaces.

Cllr Ms Baker raised concerns over the impact of the proposal on other businesses in the town.

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278. Planning Applications continued:

Following a discussion, four voting members recommended approval of the application subject to the following conditions:

- Opening hours should remain unchanged i.e. the business shall only be open from 7:00am until 11:00pm Monday to Saturday and 10am until 4:00pm on Sundays; this should be read as inclusive of all deliveries to and from the premises
- The applicant should work with the Case Officer to address the car parking issues.
- Additional lighting is kept to a minimum in order to reduce light pollution.

Three voting members had the following concerns and objections:

- Concerns over the loss of car parking spaces.
- Concerns regarding an increase in light pollution.
- Concerns regarding an increase in noise pollution.
- Concerns over disruption to neighbouring properties.

Cllr Von Clemens abstained from voting.

RECOMMENDATION:

Gillingham Town Council would have no objection to the application subject to the following conditions:

- Opening hours should remain unchanged i.e.: the business shall only be open from 7:00am until 11:00pm Monday to Saturday and 10am until 4:00pm on Sundays; this should be read as inclusive of all deliveries to and from the premises
- The applicant should work with the Case Officer to address the car parking issues.
- Additional lighting is kept to a minimum in order to reduce light pollution.

b. Application No: 2/2016/1485/FUL

Proposal: Replace windows and door on front elevation.

Location: Unit 1, Kingsmead Business Park, Gillingham, SP8 5FB

COMMENTS:

Cllr Mrs Hunt asked whether the building was listed.

The Chairman informed the meeting that originally the unit was converted from an agricultural building forming part of Park Farm which is listed. He explained that during the conversion of the listed agricultural building there was an accident which resulted in part of the original building being knocked down. The Chairman stated that no enforcement action was taken at the time and the building was re-built; therefore, Unit 1 is essentially a new building now and is not considered to be listed. However, the Chairman stated that the application should be assessed against the setting of the listed farmhouse.

Following a discussion, all members agreed that UPVC or Aluminium frames will have a detrimental effect on the setting of the adjacent listed farmhouse and therefore wood should be used.

All voting members agreed that they would have no objections to the application subject to the use of wood.

RECOMMENDATION:

Gillingham Town Council agree that UPVC or Aluminium frames will have a detrimental effect on the setting of the adjacent listed farmhouse; however they would have no objections to the application if the windows and door are constructed in wood.

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278. Planning Applications continued:

c. Application No: 2/2016/1464/FUL

Proposal: Erect covered feed area to agricultural building.

Location: North Lawn Farm House, Bay Road to Lawn Bridge - Road, Gillingham, Dorset, SP8 5QP

COMMENTS:

Ward Councillor, Cllr Mrs Hunt stated that she has no objections to the application.

Cllr Ms baker stated that it is nice to see that a local business is expanding.

Following a vote, all voting members agreed that they have no objections to the application.

RECOMMENDATION:

Gillingham Town Council has no objections to the application.

d. Application No: 2/2016/1376/FUL

Proposal: Change of use of land to residential. Erect single storey extension and form 2 No. parking spaces.

Location: Garage Flat Horkesley Hall Farm, Common Mead Lane, Gillingham, SP8 4RE

COMMENTS:

Cllr Evill informed the meeting that a previous application had been withdrawn. Cllr Evill stated that although the footprint has slightly increased there is very little difference and he has no objections to the application.

Cllr Mrs Hunt reminded members that a Certificate of Lawfulness has just been granted to continue occupying Flat 1 The Stable as a dwelling in breach of the holiday let restriction imposed by Condition No. 3 of Planning Permission No. 2/2002/1173; and to continue occupying the Garage Flat as a dwelling. Cllr Mrs Hunt suggested that the application is approved subject to an agricultural tie.

Following a discussion all voting members agreed that they would have no objections to the application subject to an agricultural tie with Horkesley Hall Farm.

RECOMMENDATION:

Gillingham Town Council would have no objections to the application subject to an agricultural tie to Horkesley Hall Farm.

e. Application No: 2/2016/1546/FUL

Proposal: Erect replacement roof and carry out alterations (demolish sheds, greenhouse and pergola).

Location: The Old Stables, Station Road, Gillingham, Dorset, SP8 4QA

COMMENTS:

Cllr Mrs Beckley stated that she was happy with the proposed West and South elevations but had concerns over the proposed design of the North elevation.

Cllr Mrs Hunt stated that in her opinion it is a good use of the building.

All voting members supported the application.

RECOMMENDATION:

Gillingham Town Council has no objections to the application.

278. Planning Applications continued:

f. Application No: 2/2016/1569/FUL

Proposal: Demolish roof and chimneys and erect second floor to form 2 No. residential units. Convert first floor into 3 No. residential units. Erect building comprising 1 No. retail unit (Class A1) and 3 No. residential units. Erect 1 No. single storey dwelling. Modify vehicular access, form car parking, communal area and cycle and refuse storage areas (demolish garage).

Location: Lloyds Bank Plc, High Street, Gillingham, SP8 4AQ

COMMENTS:

Cllr Ms Baker stated that she liked the proposal and in particular the contemporary design. Cllr Ms Baker stated that additional residential accommodation on first and second floors will bring more residents into the town and increase the footfall. Cllr Ms Baker stated that it is important to grow and move with the times in order to create a vibrant High Street. Cllr Ms Baker expressed the importance of supporting the economic regeneration of the High Street and not allowing the town to stagnate. Cllr Ms Baker stated that whilst she supported the proposals for the alterations to the Lloyds Bank building she was disappointed in the design of the proposed adjacent new building.

Cllr Joyce raised concerns over the proposals and stated that the loss of the roof and chimneys will be detrimental to the historic fabric of the building, which, in his opinion should be listed. Cllr Joyce stated that whilst he has no objections to utilizing the extra space for residential use, in his opinion the proposals are out of character and will spoil the street scene.

Cllr Mrs Beckley stated that Lloyds bank is a prominent building of historic value and emphasized the importance of using red bricks to match the existing building.

Cllr Evill stated that the proposal, in words, is sound, but he had reservations over the design and stated that in his opinion the proposals will be met with mixed reactions.

Cllr Mrs Hunt stated that she supports the additional residential use on the first and second floors and the High Street would be retaining the bank and gaining an extra shop. Cllr Mrs Hunt stated that the contemporary design “grows on you” and she is happy to support the application.

Cllr Frith stated that the design is modern but elegant and in order to regenerate the High Street it is important that we move with the times.

When put to the vote, six voting members supported the application.

Cllr Joyce objected to the application.

RECOMMENDATION:

Gillingham Town Council has no objections to the application.

g. Application No: 2/2016/1482/FUL

Proposal: Install a 15m shrouded monopole, 2 No. microwave dishes, 2 No. equipment cabinets, including ancillary works.

Location: North Dorset Rugby Football Club, Longbury Hill Lane, Gillingham, SP8 5SY

COMMENTS:

Cllr Mrs Hunt stated that at the present time, the area (including Milton-on-Stour) had a very poor telephone signal and the application will address the current problems.

Cllr Mrs Beckley asked how high the floodlights are at North Dorset Rugby Football Club in comparison to the proposed monopole. *NB It has been established that the floodlights are 13m in height.*

Following a discussion, all voting members supported the proposal.

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278. Planning Applications continued:

RECOMMENDATION:

Gillingham Town Council has no objections to the application.

279. Tree Works Applications:

a. Application No: 2/2016/1553/TPTREE

Proposal: T1 - Native Hedge - Reduce height to 1.5m and infill with native whips

T2 - Leylandii (x5) - Remove completely

T3 - Birch (x2) - Remove completely

T4 - Ash sapling - Remove completely

T5 - Cherry - Remove completely

T6 - Thorn (x2) - Remove completely

Location: 5 Barnaby Mead, Gillingham, Dorset, SP8 4AL

COMMENTS:

Cllr Ms Baker stated that the Tree Officer at North Dorset District Council will do her best to protect trees where possible; however, Cllr Ms Baker felt that the application is excessive and raised concerns over its severity.

Cllr Mrs Hunt concurred with Cllr Ms Baker and stated that in her opinion the loss of eleven trees is excessive.

The Chairman stated that there are no apparent reasons for the removal of the trees.

Cllr Mrs Beckley stated that she did not object to the removal of the Leylandii but has concerns over the removal of the Birch, Ash and Cherry.

Following a discussion all voting members had concerns and objections to the application and recommended refusal of the application subject to the recommendations of the Tree Officer at North Dorset District Council.

RECOMMENDATION:

Gillingham Town Council has concerns and objections to the application and recommends refusal of the application subject to the recommendations of the Tree Officer at North Dorset District Council.

b. Application No: 2/2016/1571/TPTREE

Proposal: T1 - Yew Tree to front of property - To carry out a 2.5m crown lift on secondary and tertiary laterals as this will improve some light penetration.

Location: 1 Rawson Court, High Street, Gillingham, SP8 4RZ

COMMENTS:

Cllr Ms Baker stated that in her opinion it is unusual for a Yew Tree to be this shape and reminded members that the tree is currently protected by a Tree Preservation Order.

Following a discussion seven voting members raised concerns and objection to the application. Cllr Mrs Beckley abstained from voting.

RECOMMENDATION:

Gillingham Town Council has concerns and objections to the application and recommend refusal of the application subject to the recommendations of the Tree Officer at North Dorset District Council.

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279. Tree Works Applications continued:

c. Tree Works Application No: 2/2016/1534/CATREE

Proposal: T1 - Acer Negundo - Reduce the overall crown by 1m to a formative shape.

T2 - Contorted Willow - Reduce the overall crown by 1.5m and shape. See Tree Agents supporting notes.

Location: 13 Milford Court Mews, Milford Court, Gillingham Dorset SP8 4SU

COMMENTS:

The Chairman informed the meeting that the Tree Officer at North Dorset District Council has visited the site and she does not consider the trees old enough to be protected by the area Tree Preservation Order; therefore the application should be considered as a Conservation Area notification.

Cllr Ms Baker stated that in her opinion the proposed work was standard tree maintenance and she has no objections to the application.

Following a discussion seven voting members had no objections to the application. Cllr Frith abstained from voting.

RECOMMENDATION:

Gillingham Town Council has no objections to the application.

d. Tree Works Application No: 2/2016/1533/CATREE

Proposal: T1 - Norway Spruce - Remove completely as tree is shadowing a large part of the garden and also making the soil very acidic. Would like to replant with a native tree (Field Maple).

Location: 14 Milford Court Mews, Milford Court, Gillingham Dorset SP8 4SU

COMMENTS:

Following a discussion all members agreed that there was insufficient information available and the decision should be delegated to the Tree Officer at North Dorset District Council.

RECOMMENDATION:

Gillingham Town Council recommends that the decision is delegated to the Tree Officer at North Dorset District Council.

280. To receive and consider the interim update report from the Dorset Councils Partnership for October 2016 in respect of the Project for Online Planning Consultation with Town and Parish Councils.

The Chairman explained that as part of the transformation of services across the Dorset Councils Partnership, a number of changes are taking place in how services are delivered. Some of these changes will affect how local councils and the local authorities within the partnership communicate with each other around planning applications. The Chairman informed the meeting that Gillingham Town Council was invited to take part in a pilot group of clerks and council officers and has been working to support the transition to electronic consultation around planning applications in the Dorset Councils Partnership Area. The Chairman stated that the focus of the pilot group is to explore different solutions, to develop training and support as required and to feedback what changes the local authorities need to make to their systems to assist other clerks with electronic communication around planning applications.

Cllr Ms Baker informed the meeting that the matter had been discussed by the Dorset Association of Parish and Town Councils (DAPTC) and stated that it is her understanding that parishes are finding the changes difficult and a lot more training is needed for Parish Clerks.

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- 280. To receive and consider the interim update report from the Dorset Councils Partnership for October 2016 in respect of the Project for Online Planning Consultation with Town and Parish Councils - continued.**

Cllr Ms Baker stated that plans being submitted need to be clear enough to be scanned as hand sketched drawings are not always easy to read. Cllr Ms Baker stated that on several occasions the system had indicated that public comments had been submitted, however when she had tried to access the documentation there was nothing there and she had found this disconcerting.

The Chairman concurred with Cllr Ms Baker and stated that at times the systems indicates a public comment when there is, in fact, a consultee comment. The Chairman stated that he had encountered problems with the system on Sunday afternoons which is inconvenient as this is the only time available for many working councillors to access the system.

Cllr Mrs Beckley stated that at first she thought she would be unable to use the system but she has got used to it over time and finds the system manageable; however, she raised concerns over the quality of some of the scanned documents.

Cllr Joyce stated that some of the documents are very difficult to read even after the document has been expanded. Cllr Joyce informed the meeting that some areas, including Milton-on-Stour do not have access to broadband and this is proving difficult when trying to access documents online.

Cllr Mrs Hunt concurred with Cllr Joyce and stated that in the absence of broadband the whole process is very time consuming.

Cllr Ms Baker suggested that a training session is arranged for councillors.

Cllr Evill stated that in his opinion a longer transition period is required.

Cllr Ms Baker stated that smaller parishes do not have adequate equipment and the cost of obtaining equipment is in the region of £800 to £900.

The Chairman concurred with the comments raised and stated that whilst he supports the proposal to go paperless there are still issues that need to be resolved.

All members agreed that a training session should be arranged on how to get the most from the computer system.

- 281. To receive notification of some changes to the day to day communications relating to Slaughtergate Solar Farm (Council Ref: 2/2012/1042/PLNG) at Land at Slaughtergate Farm, Wavering Lane West, Gillingham, Dorset, SP8 5NH.**

The Chairman informed the meeting that effective from November 1st 2016 the owners of the site have moved the asset management responsibilities from Lightsource to Quintas Energy.

- 282. To receive and consider a safety improvement scheme planned by Network Rail which is likely to affect the level crossing at Eccliffe and to agree recommendations to Full Council.**

The Chairman invited Mrs Sheila Messer, Rights of Way Liaison Officer, to speak.

Mrs Messer stated that in her opinion the proposals make a great deal of sense in safety terms; however, nationally there has been controversy over Network Rail's plans to make changes to level crossings.

Mrs Messer asked, if the land owner does not support the proposals will Network Rail close the crossing anyway.

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- 282. To receive and consider a safety improvement scheme planned by Network Rail which is likely to affect the level crossing at Eccliffe and to agree recommendations to Full Council - continued.**

The Chairman explained that prior to any application, Network Rail are consulting with land owners and relevant bodies.

Following a discussion, Cllr Ms Baker proposed, Cllr Joyce seconded and all members agreed that **‘a recommendation is made to Full Council that Gillingham Town Council supports the proposed safety improvement scheme planned by Network Rail’.** **RESOLVED.**

- 283. To receive and consider information regarding Footpaths in Gillingham.**

Mrs Sheila Messer, Rights of Way Liaison Officer, informed the meeting that the project to convert thirty stiles to gates is almost complete and just one landowner issue is remaining. Mrs Messer stated that the feedback from members of the public has been good, and the impact of the project has meant that less able people are now able to access areas they were previous unable to get to.

Mrs Messer informed the meeting that the Walkers are Welcome Group has secured funding from the Ramblers Charity in order to produce a leaflet regarding the adopt a footpath scheme.

Mrs Messer stated that training will be provided for people wishing to get involved with the scheme which will involve members of the public adopting a specific footpath and reporting any problems that they may encounter. Mrs Messer produced a draft copy of the leaflet and requested permission to use the Town Hall as a contact address.

Proposed by Cllr Frith, seconded by Cllr Mrs Hunt and agreed by all voting member that **‘the Adopt a Footpath leaflet includes Gillingham Town Hall as a contact address for the return of registration forms’.** **RESOLVED**

Mrs Messer referred to the Walkers are Welcome Map currently on display in the High Street Bus Shelter and informed members that another map will be displayed at Gillingham Railway Station.

- 284. To receive and consider a report from the Conservation Area Working Party.**

Cllr Mrs Hunt, Lead Member, informed the meeting that the Appraisal document for Colebrook was presented to Full Council and adopted by Gillingham Town Council on 24th October 2016.

Cllr Mrs Hunt explained that the Town Council has now submitted a formal request to North Dorset District Council for the designation of Colesbrook as a Conservation Area to include an Article 4 direction and the next stage is to hold a public consultation.

Cllr Mrs Hunt informed the meeting that she has recently been informed that the Conservation Officer at North Dorset District Council, Mr Kevin Morris, would be leaving the council on 14th December 2016. Cllr Mrs Hunt expressed her gratitude to Mr Morris who has provided support and guidance throughout the process and stated that he will be greatly missed. Cllr Mrs Hunt stated that it is hoped that the work will continue under the guidance of Ms Shelley Saltman, Conservation Assistant at West Dorset District Council and the aim of the working party is to hold a public consultation at the end of January 2017.

Following a discussion it was proposed by Cllr Mrs Hunt, seconded by Cllr Von Clemens and agreed by all voting members that a vote of thanks is sent to Mr Kevin Morris.

- 285. MATTERS PERTINENT TO THIS MEETING.** Members are advised that inclusion of items is at the Chairman’s discretion and that ‘A Council cannot lawfully decide any matter which is not specified in the summons (*agendas*)’. The Chairman to be advised prior to the commencement of the meeting. - There were no matters pertinent.

Closure. The meeting closed at **8.57pm.**