

BROADWAY PARISH COUNCIL
MINUTES
of ANNUAL MEETING OF COUNCIL
held at 5 Russell Square, High Street, Broadway,
on Thursday, 19th May 2011, at 7.00 pm

PRESENT: Councillors D. W. Folkes (Chairman), Mrs. D. Hardiman, R. Haslam (Vice-Chairman), L. D. Keane, Mrs. A. Locker, F. L. Penny, N. Robinson, Mrs. S. Stephenson, Mrs. J. M. Stock, Mrs. C. C. B. Wilson
Also present: County and District Councillor Mrs. Eyre (from 7.15 pm), Mr. J. Vincent/Broadway Trust, Evesham Journal, three members of the public

(1) ELECTION OF CHAIRMAN: As there were no other nominations it was proposed by Councillor Penny, seconded by Councillor Haslam, and carried unanimously, that Councillor Folkes be re-elected as Chairman.

(2) SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN:
Councillor Folkes signed and dated the Declaration of Acceptance of Office of Chairman in the presence of the Clerk as Proper Officer of the Council.

(3) ELECTION OF VICE-CHAIRMAN: As there were no other nominations it was proposed by Councillor Penny, seconded by Councillor Mrs. Locker, and carried unanimously, that Councillor Haslam be re-elected as Vice-Chairman.

(4) SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF VICE-CHAIRMAN:
Councillor Haslam signed and dated the Declaration of Acceptance of Office of Vice-Chairman in the presence of the Clerk as Proper Officer of the Council.

The Clerk confirmed that all councillors had completed and signed the Acceptance of Office.

In the absence of Councillor Williams, it was proposed by Councillor Haslam, seconded by Councillor Mrs. Stock, and carried unanimously, that the Acceptance of Office form for Councillor Williams be signed by him before or at a subsequent meeting.

The Clerk reminded all councillors that expenses forms must be returned to the District Council by 10th June.

(5) APOLOGIES FOR ABSENCE: District Councillor B. M. Parmenter, Councillor Williams, West Mercia Police (apologies received and accepted).

(6) **DECLARATIONS OF INTEREST:** None. The Clerk reminded Councillor Miss Hardiman of the need to complete and return the Register of Interest form.

(7) **POLICE REPORT:**

WPC Greenhouse submitted a report in her absence which was read out by the Clerk as follows: Two minor injury accidents had occurred recently on Fish Hill and work had been carried out in an effort to reduce the number of anti-social motorcyclists with assistance from the Force Operations Support Team (FOST). This team is able to support local officers with enforcement action and has access to marked and unmarked vehicles, and the enforcement will continue throughout the summer months. The matter had been raised at a recent Worcestershire Safer Roads Speed Forum Team meeting, and the Safer Roads team (SRP) had made a site visit to look at the road layout and to discuss initiatives used in other areas to prevent incidents at similar collision cluster sites. These discussions are ongoing and long term, and some initiatives which could be used may require funding which is currently a difficult area to progress in the current economic climate. The Traffic Management Advisor had raised the issue of funding and engineering measures with County Councillor Mrs. Eyre who had agreed to look into the issue. Portable yellow signs along the route alerting bikers and drivers to stay alert and aware, which have proved to be very influential in helping to reduce collisions when used elsewhere, have been reintroduced. Many collisions in this area occur as a result of inappropriate riding rather than speeds in excess of the speed limit, and engineering measures are thought to be the only way in which this issue can be addressed. Unfortunately, the location where the collisions are taking place is not a safe location where enforcement can be conducted and, therefore, engineering appears to be the only solution available at this time but is subject to funding being available. The Safer Roads team collected speed data on the Hill over a ten day period which showed that 85% of traffic was travelling within the speed limit of 60 mph, with only a small percentage travelling faster than enforcement guidelines. A marked vehicle is positioned on the Hill as a visible deterrent whenever possible.

(8) **MINUTES OF PARISH COUNCIL MEETING HELD ON 24:03:11**

Proposed by Councillor Keane, seconded by Councillor Mrs. Stock, and carried unanimously, the Minutes of the Meeting held on 24th March 2011 were approved as a true record, signed and dated.

(9) **ELECTION OF COMMITTEES:**

EMERGENCY DECISIONS GROUP: It was unanimously agreed that this Group would consist of the Chairman, Councillor Folkes and the Vice-Chairman, Councillor Haslam, together with the Clerk, Kevin Beasley.

PLANNING COMMITTEE: All existing members were prepared to be re-elected - Councillors Folkes, Keane, Penny, Williams, Mrs. Stephenson, and Mrs. Stock. It was unanimously agreed that Councillor Keane should act as Chairman.

FINANCE WORKING GROUP / RISK ANALYSIS GROUP: All existing members were prepared to be re-elected - Councillors Folkes, Haslam, Mrs. Locker, Robinson, Mrs. Stephenson and Mrs. Stock. It was unanimously agreed that Councillor Mrs. Stephenson should act as Chairman.

ACTIVITY PARK COMMITTEE: All existing members were prepared to be re-elected - Councillors Mrs. Wilson (who would continue to act as Chairman), Folkes, and Penny. It was unanimously agreed that Councillor Miss Hardiman be elected as an additional member.

FLOODING COMMITTEE: All existing members were prepared to be re-elected - Councillors Williams (who would continue to act as Chairman), Folkes, Penny and Mrs. Wilson, together with Mr. John Hankinson as a co-opted member.

TREE COMMITTEE: Councillor Robinson (Chairman) and Councillor Folkes agreed to be re-elected. Other members of the Committee would consist of the Parish Tree Warden/Doctor Rachel Clements, the District Council Tree Officer/Mrs. Sally Griffiths, Andrew Woods/Abbey Forestry, and a representative from Broadway Trust. This was unanimously agreed.

(10) ELECTION OF REPRESENTATIVES:

P.A.C.T.	Councillor Keane
VISITOR MANAGEMENT GROUP:	Councillors Folkes and Mrs. Wilson
YOUTH CLUB:	Councillor Folkes
ACTIVITY PARK OFFICER:	Councillor Penny
TREE WARDEN:	Dr. Rachel Clements
PARISH FOOTPATHS OFFICER:	Mr. Frank Benham

(11) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

A copy of County and District Councillor Mrs. Eyre's report was circulated to all councillors, and is available for reading in the Parish Office.

Councillor Mrs. Eyre confirmed her re-appointment as lead member for children's services with responsibilities for children's social care.

Mr. Barrie Parmenter had been elected as the new additional District Councillor for Broadway, Childswickham and Wickhamford.

Consultations were taking place regarding Broadway library, local 'bus services, and the feasibility of a local museum in Broadway.

Meetings with local Parish Councils were being arranged for May/June with the Environment Agency to discuss flooding matters.

(12) CLERK'S REPORT AND CORRESPONDENCE:

The latest edition of 'Parish Matters' had been received and circulated to all councillors. Further copies are available in the Parish Council office.

The District Council Monitoring Officer had advised of a training event for councillors and clerks on the Code of Conduct to be held on Thursday, 9th June, at the Council Chamber, Civic Centre, Pershore, commencing at 7.00 pm. with tea and coffee being available from 6.30 pm. It was hoped that the event would close no later than 8.45 pm.

The Parish Council agreed to set aside a grant for two Litter Picks in the village. To date, only one organisation had indicated its willingness to participate, and the Clerk would place an article in the next edition of the Newsletter asking if any local organisation or club would be interested.

A visit to Stanway Estate was made on 7th April by the Chairman, the Clerk and Councillor Mrs. Stephenson, to view the production of stone roof tiles. A very enjoyable and interesting tour of the quarry included viewing the whole process from the extraction of the slate to the finished roof tile, examples of which were then seen on the restored Water Mill on the estate. A letter was sent to Lord Wemys thanking him and his staff for the invitation and hospitality.

At the last Parish Council meeting it was reported that a number of stones had been placed on the verges along Snowhill Road, and the Clerk, having consulted with County Council Highways Department, had written to the owners of the properties concerned. To date, no replies had been received, and the Clerk would contact Highways advising them of this lack of response and would continue to monitor the situation.

The China Square plaque had been received, and the Clerk would arrange for it to be placed on the wall of Bricknell Cottage, the property of Mrs. Dennis. The Clerk would invite the Press to attend.

It was proposed that a bench in memory of the late Mrs. Jill Cross be placed along Station Road, and the Clerk was instructed to contact her family to seek their approval who replied saying how thrilled and touched they were by the Parish Council's offer. They would also wish to make a contribution towards the cost of the seat but have suggested that it would be more useful if positioned on the west side of the Green if this met with the Parish Council's approval. After discussion, it was felt that the bench would be better positioned in Station Road, subject to Highways approval, as there was no seating along this well walked road and there were already a number of seats on the Village Green. The Clerk would write to various organisation with which Jill was connected, informing them of the purchase of the seat and if they would like to contribute.

It had been reported that one of the seats in the Millennium Garden had collapsed on one side. The Clerk contacted the lengthsman who had since reported that the bench, in memory of Mrs. Joan Collins, was beyond repair. Councillor Penny volunteered to make investigations and would report back accordingly.

A request to reserve the village green for a garden fete on 9th July had been received from St. Saviour's, and a request to reserve the small green for a mini-market on 30th July had been received from Signpost. Both dates were available and public liability insurance certificates in both cases had been requested.

Details of the 2011 Wychavon Community Grants had been received and a poster displayed in the Parish Council office. The theme for 2011 was 'play', and projects could include improvements at local sports clubs, youth clubs and play areas, but did not exclude other aspects of community life. Packs are available from the 4th April and the closing date for all grant applications is NOON on Friday, 17th June. Late applications would not be accepted under ANY circumstances.

The District Council had produced a report entitled 'Knowing Wychavon Communities'. The document pulled together information and intelligence about the Wychavon District and its residents including sections on place, people, economy, health, community safety and resident perception. A copy is available for reading in the Parish Council office.

Notification had been sent by Gloucestershire County Council regarding a full road closure on 25th May of Campden Lane to the County boundary for a distance of 307m, which was due to tree cutting in order to free power cables.

The annual tree inspection had been completed by Abbey Forestry, and would be discussed at the next Tree Committee Meeting.

Doctor Bloch of Barn Close Surgery had raised concerns at the number of vehicles now parking in Back Lane and the dangers this may cause. He was particularly concerned that emergency vehicles would be unable to access properties, and he had written to the Fire and Rescue Services asking for official guidance. A number of councillors supported these concerns, and Councillor Penny added that parking was becoming an issue on several of the avenues and roads around the village suggesting that the Police and Traffic Enforcement authorities be asked for their advice on parking generally throughout the village. The Clerk would continue to monitor the situation and report back accordingly.

Mrs. Dottie Friedli was sponsoring the 2011 Broadway Garden Competition with application forms being available at Cotswold Building Supplies and the Tourist Information Office. Completed forms needed to be received by Wednesday 13th July, with judging taking place on Sunday, 17th July. The categories are container, hanging basket, patio, small/medium size garden, large garden, and business premises.

(13) REPORTS OF VARIOUS COMMITTEES AND GROUPS:

Finance Working Group / Risk Analysis: The Group met on 9th May when the following items were discussed:

- **Grant Applications**

St. Mary's Catholic Primary School had applied for funding to help with the cost of providing play and learning equipment as it was proposed to develop the outside learning environment which was also used by other local clubs including cubs, brownies and venture scouts groups. The children were asked what pieces of equipment they would like, and quotations had been obtained covering various items ranging from £100 to £3,000. It was proposed by Councillor Mrs. Locker, seconded by Councillor Mrs. Stock, and carried unanimously that, as recommended by the Finance Working Group, a grant of £1,000 be awarded towards the cost of this project.

Broadway Bowling Club had applied for funding towards the cost of a new mower for the green, and a new chiller unit for the bar area, the total cost of which would be £6,000. The management committee of the Bowling Club were of the opinion that both these items would enhance the reputation of the Club as one of the finest in Worcestershire, and would encourage local people to take up bowls giving them a facility where bowling could take place on a first class playing surface and a refreshing cold drink could be enjoyed afterwards. It was proposed by Councillor Penny, seconded by Councillor Mrs. Stephenson, and carried unanimously that, as recommended by the Finance Working Group, a grant of £1,750 be awarded towards the cost of this project.

Two other applications had been received which the Finance Working Group considered required additional information before a decision could be made and that both should be discussed by the full Parish Council at a separate meeting. The Clerk was instructed to obtain further information and arrange a convenient date for the meeting.

- **Other Matters**

The Clerk reported that the agreement forms between the Parish Council and Averys regarding the sale of ice creams in the Activity Park had now been completed and signed by both parties.

It was recommended by the Finance Working Group that the salary of the Clerk be increased by 25p. per hour. Proposed by Councillor Mrs. Wilson and seconded by Councillor Haslam, this recommendation was carried unanimously.

The Group also reviewed the Risk Analysis schedule and the Health and Safety Policy, and wished to recommend that both these be adopted by the Council. Proposed by Councillor Keane and seconded by Councillor Mrs. Stock, this recommendation was carried unanimously.

P.A.C.T: A P.A.C.T (Partners and Communities Together) meeting was held on 17th May at the Parish Office, when items raised from a local survey concerning Broadway were as follows :

- speeding motorcycles on Fish Hill (see Agenda 7 {Police Report} above)
- minor anti-social behaviour in Lime Tree and Orchard Avenues – small amounts of graffiti had been reported.
- speeding and inconsiderate vehicles travelling along Keytes Lane to visit the Activity Park, although it was stated by the Police that it was actually impossible to speed on this stretch of the lane due to the road conditions. The Parish Council had erected a “NO PARKING” sign at the entrance to the Park.

The next meeting of PACT would be held at the Parish Office on Tuesday, 23rd August, at 7.00 pm.

(14) REAPPOINTMENT OF INTERNAL AUDITOR AND REVIEW OF INTERNAL AUDIT: The Internal Auditor’s report had been circulated to all councillors. It was reported that Mr. Ian Fraser was willing to continue as internal auditor for a further year, which the Finance Working Group recommended to the Parish Council. This recommendation was proposed by Councillor Penny, seconded by Councillor Keane, and carried unanimously.

(15) APPROVAL OF ACCOUNTS Y/E 31:03:11 / APPROVAL OF ANNUAL GOVERNANCE STATEMENT / SECTION 137 / RISK ASSESSMENT SCHEDULE: Accounts for the year ending 31:03:11 were circulated to all councillors. The Finance Working Group examined the accounts in detail with the Clerk as the Responsible Finance Officer at their meeting held on 9th May 2011, and wished to recommend approval together with the Annual Governance Statement to the Council. This recommendation was proposed by Councillor Penny, seconded by Councillor Mrs. Stock, and carried unanimously.

(16) PLANNING:

Parish Council comments:

MEETING: 21:03:11

Application W/11/00141/PP MRS. S. WADSWORTH, 40 Bibsworth Avenue
Amendment to single storey extension to rear – height of extension added to plan. Disclaimer removed from plan and scale now correctly shown on plan.
No objections were raised to this amendment

Application W/11/00321/PN MR. ROBINSON, Coach Orchard, High Street
Erection of conservatory, use of painted timber windows, alterations to approved dormer design, use of reproduction Cotswold stone slates to east elevation, erection of Cotswold stone front boundary wall. (Amendments to previously approved scheme W/05/02211/PN)
No objections were raised to this amendment

MEETING: 04:04:11

Application W/10/02931/PN MR. J. MOULD, land r/o Cotswold House, 21 the Green
Amended Certificate B completed to serve notice on correct landowners
The Parish Council noted this amendment but objections still stood as comments previously returned to the District Council on 8th March.

- Applications W/11/00381/LB and W/11/00379/AA
MS. P. JEPMOND, The Swan, 2 The Green
Replacement signs and lantern
The Parish Council raised no objections
- Application W/11/00519/ET
MR. N. TABOR, Lybrook Farmhouse, Snowhill Road
Application to extend time on planning permission W/08/0036/PP for alterations to existing house, provision of new two-storey wing and new front and back porches
The Parish Council raised no objections
- Applications W/11/00505/PP and W/11/00506/LB
MR. AND MRS. BAKER, Broadway Court, Snowhill Road
Proposed outbuilding – resubmission of W/11/00059/PP
The Parish Council raised no objections
- Application W/11/00144/PP
MS. J. LANGSTON, 4 Mill Avenue
Single storey extension to rear, conversion of existing loft space and car port
The Parish Council raised no objections
- MEETING: 18:04:11**
Application W/11/00687/DW
MR. P. HEAD, Wychavon D.C., Milestone Ground, Childswickham Road
Extension to existing public ‘pay and display’ car park to include gated access to remaining area of informal football club overflow parking part of which will be improved using suitable stone
The Parish Council identified the need for additional parking within the village but felt that a better location for an extension would be the Central Car park.
- Application W/11/00592/PN
MR. J. WONG, Stable block at Middle Hill Park, Middle Hill
Change existing eight holiday lets by reducing to three holiday lets
The Parish Council raised no objection to this proposal
- Application W/11/00534/PP
MRS. F. TIBBITTS, Pond Close Farm, 87 High Street
Proposed garden/machinery store and greenhouse
The Parish Council raised no objections to this proposal but noted that no Listed Building planning had been sought
- Application W/11/00064/LB
MR. & MRS. EYRE, Holmwood, 150 High Street
Amendment to internal alterations to update property including removal of walls and proposed link kitchen extension as follows – revised elevations to extension; reduction in size of roof lantern in extension roof; minor amendments to garden layout.
The Parish Council iterated previous comments passed to the District Council on 8th March – “by association the Planning Committee declared a collective interest and, therefore, declined to comment”
- MEETING: 03:05:11**
- Application W/11/00706/PP
MR. LEE, Three Ways, Springfield Lane
Erection of wooden summerhouse in corner of rear garden
The Parish Council raised no objections to this proposal
- Application W/11/00633/ET
MR. J. MOULD, Cascade, Cotswold House, 21 The Green
Application for extension of time on Planning Permission W/07/02810/PN for extension of existing building to create additional retail unit
The Parish Council raised no objections to this proposal
- Application W/11/00656/PN
MR. A. BARKER, The Vineyard, Leamington Road
New bungalow to plot at rear of The Vineyard with existing vehicle access
The Parish Council raised no objections to this proposal
- Application W/11/00732/PP
MR. WILLOUGHBY, 35 Sandcroft Avenue
Proposed demolition of existing single storey extension and construction of new single and two storey side and rear extensions. Proposed new single storey garden store.
The Parish Council raised no objections to this proposal

Application W/11/00772/PP MR. & MRS. BADHAM, 2 Sandcroft Avenue
 Formation of room in roof space with rear dormer extensions and front roof
 light
 The Parish Council raised no objections to this proposal

Wychavon Approvals:

W/11/00138/PP - Ms. L. Chambers, Vine Cottage, 98 High Street
 Replacement of windows to front elevations
 W/11/00358/LB - Mr. & Mrs. Baker, Broadway Court, Snowhill Road
 Relocation of previously approved soil pipe
 W/11/00148/PP - Miss K. Carter, 12 Phillips Road
 Erection of single storey wooden cabin (retrospective)
 W/11/00122/PP-00123/LB Mr. F. Montero, The House on the Green, Church Street
 Alterations to entrance gates, railings and stone walls to east elevation
 W/10/02256/LB-02255/PN Broadway Hotel, 11 The Green
 Provision of roof to central courtyard and alterations to hotel
 W/11/00379/AA-00381/T.B The Swan, 2 The Green
 Replacement signs and lantern (part retrospective)
 W/10/02148/PN - United Reform Church, High Street
 Demolition of existing single storey washroom and erection of temporary single storey
 timber building
 W/11/00519/ET - Mr. N. Tabor, Lybrook Farmhouse, Snowhill Road
 Application to extend time on planning permission W/08/00367/PP for alterations to
 existing house, provision of new two storey wing and new front and back porches.
 W/11/00144/PP - Ms. J. Langston, 4 Mill Avenue
 Single storey extension to rear, conversion and extension of existing roof space to include
 a front and rear dormer window and car port.
 W/11/00064/LB-00063/PP Mr. & Mrs. D. Eyre, Holmwood, 150 High Street
 Internal alterations to update property including removal of walls. Proposed link kitchen
 extension.
 W/11/00505/PP-00506/LB Mr. and Mrs. Baker, Broadway Court, Snowhill Road
 Proposed outbuilding.
 W/11/00534/PP Mrs. F. Tibbitts, Pond Close Farm, 87 High Street
 Proposed garden/machinery store and greenhouse

Wychavon Refusal:

W/10/02931/PN - Mr. J. Mould, land r/o Cotswold House, 21 The Green
 Proposed two-bedroom cottage

Withdrawal:

W/11/00141/PP - Mrs. S. Wadsworth, 40 Bibsworth Avenue
 Single storey extension to rear

(17) SCHEDULE OF PAYMENTS & RECEIPTS from 16:03:11 to 09:05:11

Payments:	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
S.I. Industrial Contacts / picnic benches - activity park		300.00
Abbey Forestry / Station Road trees		1,440.00
Unicom / telephone, internet		57.48
Worcestershire CALC / Clerks' gathering		7.00
Stationery		8.25
Postage		11.82
Milk, coffee, sugar		10.39
Office supplies		1.89
C. Thomas / activity park maintenance		157.50

K. Beasley / Clerk's salary – March	1,135.37
G. A. Tomkins / Asst. Clerk's salary – March	652.44
H.M. Revenue and Customs / PAYE	1,380.39
Grassroots Garden Services / activity park maintenance	55.00
G.B.D. (Evesham) Limited / mowing	583.30
E-solutions / photocopier charge	8.39
B & W Hire Limited / activity park toilets hire	264.00
Data Protection / annual fee	35.00
Wychavon District Council /waste collection - activity park	296.00
Worcestershire County Council / pension re Clerk	426.34
Richard Hope / repair of bench	50.00
24/7 Security / quarterly security contract	89.00
Cotswold Building Supplies / maintenance – activity park	14.48
Huntsmans Quarries / path maintenance – activity park	219.00
Giffords Recycling / cushionfall – activity park	1,010.00
Worcestershire C.A.L.C. / annual subscription	610.59
Worcestershire C.A.B / annual donation	200.00
Unicom / telephone, internet	56.51
K. Beasley / Clerk's salary – April	1,157.00
G. A. Tomkins / Asst. Clerk's salary – April	504.91
C.P.R.E. / annual subscription	29.00
Maurice Parkinson / general maintenance	135.00
G.B.D. (Evesham) / mowing	583.30
I. Fraser / internal auditor's fee	250.00
B & W Hire Limited / activity park toilets hire	330.00

Receipts:

Contribution / Station Road trees	50.00
Donation / activity park picnic tables	300.00
Donations / dog foul bags	25.00
Averys / donation – activity park ice cream	200.00
Rooftop Housing Group / sponsorship of activity park toilet	100.00
Wychavon District Council / precept payment (50%)	43,000.00

(18) COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA:

Councillors Mrs. Wilson and Penny raised concerns regarding 'A' boards and signage in the High Street. The Clerk stated that this matter would be discussed at the Visitor Management Group meeting to be held on the 1st June.

Councillor Robinson asked whether the full number of councillors had been elected. The Chairman replied that there were two vacancies which could be filled by co-option at a later date, and interest in both positions had already been shown.

Councillor Mrs. Stock reported that several footpaths around the village were now becoming overgrown. The Clerk had already spoken to the Footpaths Officer, Mr. Frank Benham, who stated that the Wardens would shortly be completing all footpath maintenance.

County Councillor Mrs. Eyre asked if a County Council officer could attend the next meeting in order to discuss the future of Broadway library. The Clerk was instructed to add this matter to the Agenda.

The Chairman closed the meeting at 7.55 pm and opened the next agenda item.
(19) PUBLIC INFORMATION SESSION:

Mr. Greig stated that due to the lengthy delay more pressure should be put on Rooftop Housing Group for start and completion dates regarding the building of the toilets in the Activity Park. **Mrs. Friedli** had written a letter to Rooftop expressing her displeasure at the delays, and had received a reply which the Clerk read to the meeting. The letter apologised for the delay in the works which was due to extensive investigations to identify a suitable drainage solution along Keytes Lane, resulting in the lapsing of the original Road Closure application. This was renewed in April but required a three month notice period, and on this basis the work will commence in July with completion programmed for September. The Clerk was instructed to write to Rooftop advising of the Parish Council's disappointment in the delay, and stating that because of the length of time the temporary toilet facilities have had to be provided it would not be unreasonable for their sponsorship contribution to be increased.

The Chairman finally closed the meeting at 8.00 pm

Date /Time Next Meeting / 23rd June 2011 / 7.00 pm