



Otorohanga District Council

MINUTES

17 November 2015

OTOROHANGA DISTRICT COUNCIL

17 November 2015

Minutes of an ordinary meeting of the Otorohanga District Council held in the Council Chambers, Maniapoto St, Otorohanga on Tuesday 17 November 2015 commencing at 10.03am.

MINUTES

Minutes are unconfirmed and subject to amendment at the next meeting of Council.

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PRESENT

Mr MM Baxter (Mayor), Crs, RA Klos, RM Johnson, KC Phillips, DM Pilkington (Deputy Mayor), RJ Prescott, PD Tindle and AJ Williams.

IN ATTENDANCE

Messrs DC Clibbery (Chief Executive), GD Bunn (Finance & Administration Manager), AR Loe (Environmental Services Manager), RH Brady (Engineering Manager) and CA Tutty (Governance Supervisor).

OPENING PRAYER

Cr Klos read the Opening Prayer.

His Worship declared the meeting open and welcomed those present.

ITEMS TO BE CONSIDERED IN GENERAL BUSINESS

Resolved that discussion be held on the suggestion that all Council tenders be advertised in the local newspaper, which may require a resolution.

His Worship / Cr Prescott

CONFIRMATION OF MINUTES – 20 OCTOBER 2015

Resolved that the minutes of the meeting of the Otorohanga District Council held on 20 October 2015, as previously circulated, be approved as a true and correct record of that meeting.

Cr Pilkington / His Worship

MATTERS ARISING

POUEWE STREET WALKWAY

Cr Pilkington reported that following a public meeting held on 31 October 2015 support from the community was not received to meet the financial shortfall for the proposal. She advised that alternatives were raised however, the Kawhia Community Board has not had an opportunity to discuss these.

Cr Klos suggested whether Council could have a discussion on issues relating to Kawhia, the value of the proposed Pouewe Street walkway to the community and opportunities in making Kawhia a destination.

Cr Williams referred to page 6 of the minutes, in particular the item relating to the North King Country Development Trust (NKCDT) and advised that the area of the Trust covers the old Waitomo Electric Power Board area, this now being the **northern part** of The Lines Company area.

REPORTS

Item 254 FEES & CHARGES FOOD ACT 2014

Discussion

The Environmental Services Manager summarised his report advising that the provisions of the Food Act 2014 for certain food premises commence on 1 March 2016. He said the fees set under the provisions of the previous legislation are no longer applicable and a new schedule of Fees & Charges pursuant to the new Act must be adopted.

The Environmental Services Manager advised that following discussion with neighbouring Councils, questions have been raised as to whether it is necessary to go through the proposed consultation process. He said this is a complicated process and suggested that Council stay with a system of set charges. The Environmental Services Manager advised that Council only has a

part-time Health Officer and that it would be desirable for her to concentrate on settling in the proposed standardised templates. He expressed the opinion that it may be premature to introduce a user-pays fees system. Should new fees be introduced the average fee incurred by an applicant would be between \$600-\$800. The Environmental Services Manager believed few applications would be received during the period March to June 2016 and stated that perhaps these fees could be waived until new fees are introduced from the end of the financial year. He said the introduction of the new Act is a huge leap for small businesses to manage. His Worship said that the intention of the new Act is to make a safer eating environment however, he queried whether cake stalls and the like would be exempt. The Environmental Services Manager replied he understood they would be exempt. Cr Pilkington referred to the proposed consultation period between December and February and advised that this is a difficult period for many. She queried whether this time frame had been extended. The Environmental Services Manager replied that, an extended consultation period was proposed but he now recommended the proposal be deferred. In reply to Cr Klos regarding the support available, the Environmental Services Manager replied that there was initial support at the industry level from NZFPA. This has largely been redirected with the support being given to Council staff which will filter down through the industry.

Resolved

That

1. The report from the Environmental Services Manager be received and,
2. The existing fees for food premises be retained for the remainder of this financial year.

Cr Phillips / Cr Johnson

Item 255 ANIMAL CONTROL OFFICERS REPORT FOR JULY TO SEPTEMBER 2015

Discussion

The Environmental Services Manager summarised his report on Dog and Animal Control activities in the District for the period July to September 2015.

The Environmental Services Manager referred to the confidential item attached to today's agenda and advised that this has been postponed until the December meeting of Council.

Resolved

That the Environmental Services Manager's report on Dog and Animal Control for July to September 2015 be received.

Cr Pilkington / Cr Phillips

Item 256 DRAFT MANAGEMENT ACCOUNTS FOR THE PERIOD ENDING 30 SEPTEMBER 2015

Discussion

The Finance & Administration Manager referred Members to the Draft Management Accounts for the period ended 30 September 2015 and advised that there are no major variances and no issues highlighted for Members to be alarmed at. He asked Members whether they had any questions or queries on the Draft Accounts. Discussion was held on the graphs on page 1 with Cr Klos querying whether it is the intention that these graphs replace a narrative reporting system. The Chief Executive replied that due to the accounts being only for the first quarter of the financial year it is difficult for staff to reach any predictions.

Both Finance and Engineering staff present at the meeting attempted to answer Members questions however, several queries appear to have arisen from the miscoding of Council's expenditure.

Resolved

That the Draft Management Accounts for the period ended 30 September 2015 be received.

Cr Pilkington / Cr Phillips

Item 257 KING COUNTRY ENERGY SHARE OFFER

Discussion

The Finance and Administration Manager presented the District Accountants' report outlining the proposed full take-over offer from Trustpower of King Country Energy. He said, this allows Council the opportunity to cash-up its shareholding in King County Energy Limited. Cr Pilkington queried whether staff have received further information on how the 2 Tier percentage offer is progressing. The Finance and Administration Manager replied 'No, should Council accept the proposal, it will not know whether it will receive \$4.78 or \$5.00 per share'. The Chief Executive advised that the offer price is very good however, it is uncertain where Trustpower will go in the future. Cr Klos reported that every householder within the area will also be considering this proposal and expressed her opinion that any decision made by Council may influence theirs. Cr Tindle reported that initially the shares cost Council nothing, therefore, unless it has a particular cause to put the money towards, he sees no valid reason to sell the shares at the present time. He agreed with Cr Klos' opinion that any decision made by Council may influence householders.

Resolved

That Council retains ownership of its current shareholding in King Country Energy Limited.

Cr Tindle / Cr Phillips

Item 263 TE KUITI INDOOR SPORTS HUB

Messrs Bruce Maunsell and Bruce Stevens (Principal, Te Kuiti High School) attended the meeting.

Mr Maunsell reported that the key aim of the proposal which will be in line with this Council is - in support of young and old and to plan for the future needs of the District. He said the project is in its infancy however, it is the intention to develop its scope and to obtain buy-in from Council, by seeking support in principle, and to acknowledge that this project will benefit the District. Mr Maunsell confirmed that Council can always withdraw its support in the future.

Mr Maunsell informed members that the project will proceed in one form or other as the Te Kuiti High School needs a new facility. He said many Otorohanga residents already come to Te Kuiti and this will cater for their needs more fully. He said the key stakeholders are the three Councils, Waitomo, Otorohanga and Ruapehu, Sport Waikato and Te Kuiti High School.

Mr Stevens, expressed the schools point of view and advised that a partnership concept has been accepted by the Ministry of Education to develop/replace their existing gymnasium. Mr Stevens reported that discussions had been held and the decision made that a sub-regional approach would be better in order to provide for a wider group of people. He said the research to date has been built around this option and there will be only one opportunity for this to take place. Mr Stevens advised that the school Board is looking at the project very firmly in a community framework. He said consideration is now being given to a business plan and it is important under a North King Country framework to have Councils support, in principle. He said, should the plan not stack up then all parties are able to walk away from the proposal. Mr Stevens advised that a steering committee has been established and that Otorohanga will be part of the leadership of the proposed Trust.

His Worship queried as the Te Kuiti High School will be only one seat on the Trust, will the Ministry of Education have control over the public versus school time allocated for use of the facility. Mr Stevens replied that the school operates 36 weeks per year from 9:00 am to 3:00 pm

therefore they will not be using the facility every hour it is available. He said however, the size of the proposed facility could provide for both school and public activities at the same time. The Ministry of Education will expect to be able to provide what is required under the school curriculum. His Worship then questioned what operating expenses will be incurred and how these are to be funded. He was advised that currently other facilities are being investigated in relation to this issue.

Cr Klos informed the representatives that Otorohanga is a widely spread District and a large number of its residents and rate payers do not focus on Otorohanga. She said the representatives are seeking support from Council which will not benefit a significant number of the District's members. She asked, why should Council support this proposal? Mr Maunsell replied that there is already evidence available that the proposed facility will benefit members of the Otorohanga District. He said there is a number of people already going to Te Kuiti and with the provision of a new facility he can only see this figure increasing. Mr Maunsell advised that he is in no doubt that a new facility in Te Kuiti will provide benefit to Otorohanga residents. In reply to Cr Pilkington, Mr Maunsell advised that the facility will be available during weekends and evenings. In reply to Cr Johnson regarding potential usage of the facility, Mr Maunsell replied that the following activities have expressed their support - netball, soccer, indoor basketball, volleyball, hockey, fitness centre, basketball and multi-purpose room. His Worship queried what will happen to existing facilities. Mr Maunsell replied that concern has been expressed about these and those affected and outlined the reasons why a new facility to replace these would be desirable. Cr Pilkington referred to the proposed business plan and asked in developing this are the representatives looking for a commitment from the various sporting codes. Cr Pilkington was informed that currently stakeholder consultation is being carried out and that all codes have indicated they will use a new facility. It is therefore necessary to understand and satisfy their needs.

In reply to Cr Phillips regarding the appointment of Trustees, he was informed these will consist of the Otorohanga, Ruapehu and Waitomo District Councils, the Te Kuiti High School Board of Trustees, Sport Waikato, along with a further two community Trustees being appointed. Members were advised that at this point in time only the Te Kuiti High School have confirmed they will be contributing to the project. Cr Tindle queried should support for the project not be forthcoming, what is plan B. He was advised that this will be for a replacement of the school gymnasium. Mr Maunsell informed members that the proposed project has the potential to bring sporting activities to the District which are not currently available.

His Worship thanked Messrs Maunsell and Stevens for their presentation.

Cr Pilkington expressed her disappointment in the role of Sport Waikato in this matter.

Resolved

That the Otorohanga District Council supports, in principle, the investigation into the viability of an indoor sports hub in Te Kuiti.

Mayor / Cr Phillips

Item 258

ROUTINE ENGINEERING REPORT FOR THE PERIOD AUGUST – OCTOBER 2015

Discussion

Road Maintenance Engineer, Mr Lew Pulman, attended the meeting and presented that part of the Engineering Report relating to roading.

Contract 982 - Street Lighting

Cr Prescott raised the issue that during the dark hours of the winter months the street lights are not coming on until around 6:30 pm thus many areas are in darkness. The Engineer undertook to look into this matter.

Contract 980 - Bulk Metaling

Members were advised that a contractor can apply to exit from a contract during its final period should it not wish to continue with the contract.

Discussion was held on the Ngutunui and Grierson quarries and members were advised that Downers currently hold the Lease of these which in turn is sub-leased to Swaps. The Chief Executive advised that these Lease agreements have approximately 8 months to run.

Harbour Road Seal Smoothing

Cr Pilkington referred to the commencement date for the earthworks on the Harbour Road Seal Smoothing programme and queried whether this will be subject to weather conditions. The Engineering Manager replied that an Environmental Plan has yet to be approved. He said it is envisaged that Councils' Contract Engineer will inspect the work twice weekly.

Cr Pilkington raised the issue of corrugations and queried whether a workshop could be held on the options available to improve the re-occurring sites. The Chief Executive replied that an assessment has been carried out however, there is really not a lot wrong with these roads. He said there may be short sections of corrugation however, complaints appeared to be based more on a falling level of tolerance by users. Cr Pilkington said she would like to have discussion with input from roading experts. Cr Klos reported that those people making comment, it is their perception as they feel they are contributing to the District but do not receive anything in return. She said Council cannot ignore these symptoms. His Worship said Council could possibly look at other options available in re-occurring instances.

Project & Designs

The Engineering Manager continued with the presentation of that part of the report relating to Projects and Design.

Water and Community Services

It was agreed that this part of the report be taken as read.

Taupaki Rural Water Supply Scheme

The Chief Executive referred to the proposal that the Ranginui Rural Water Supply Scheme only produces water to a stock supply standard. He said the Taupaki Rural Water Supply Scheme is another which supplies only stock water. The Chief Executive advised that while formally closing Ranginui as a drinking water standard supply, the same could be done to the Taupaki Scheme. He said there are no plans to upgrade this facility or to carry out disinfection procedures. The Chief Executive confirmed that the other rural water supply schemes have extensive use for household water.

Resolved

That the Routine Engineering report for the period August to October 2015 be received.

His Worship / Cr Phillips

Item 259

SPORT NZ RURAL TRAVEL FUND

Discussion

The Governance Supervisor presented a report on the results of the first round of the 2015/16 year applications.

Resolved

That the Governance Supervisor's report be received and the grants recommended below be approved –

Otorohanga Junior Cricket	\$1500
Otorohanga Sports Club (Junior Rugby)	\$1000
Hauturu School (Summer sports)	\$1000

Otorohanga College (Basketball)	\$1000
Otorohanga College (Hockey)	\$1000
Otorohanga Football Club	\$500
Ebony Kings Touch Club (Touch)	\$500
TOTAL	\$6,500

Cr Pilkington / Cr Tindle

Item 260 ODC PROPOSED SCHEDULE OF MEETINGS FOR JANUARY TO SEPTEMBER 2016

Resolved

That the proposed schedule of ordinary meeting dates for the period January to October 2016 as detailed below, be approved in accordance with Clause 19 of the Seventh Schedule of the Local Government Act 2002.

Tuesday	19 January 2016
	16 February 2016
	15 March 2016
	19 April 2016
	17 May 2016
	21 June 2016
	19 July 2016
	16 August 2016
	20 September 2016
	18 October 2016 <i>First meeting of new Council</i>

Time: **10.00am** unless otherwise indicated on the Agenda.

Venue: Council Chambers

Cr Tindle / Cr Prescott

Item 261 ODC MATTERS REFERRED FROM 20 OCTOBER 2015

Discussion

The Governance Supervisor took Members through Matters Referred.

RURAL HEALTH ALLIANCE

Cr Prescott referred to an email he had forwarded to Members. Cr Klos advised that this comprised of a Trust Deed for the Rural Health Alliance and indicated it has a small budget. Cr Prescott reported that there are other areas and options covered by alternative organisations. Cr Klos reported that the District Health Board is working on strategies to support farmers throughout the District. Cr Johnson advised that Central Government does contribute by way of a Rural Support Trust administered by MBIE. He said this provides training, awareness and support to farmers. Cr Tindle reported he had looked into the matter of farmers health and does not believe that the organisation in question provides any other help/assistance which is not already available.

It was agreed that this item be deleted from Matters Referred.

COMMUNITY GARDEN COMPETITION

Cr Klos expressed the opinion there are opportunities available to continue with some form of Garden Competition/ramble District wide. His Worship referred to a recent garden ramble and the Beattie Home Rose Show held last Friday. Following further discussion it was agreed that Cr Klos have discussion with landscape consultant Ms Rosemary Davison on this matter.

GENERAL

BEATTIE HOME AGM

Cr Johnson advised that the AGM of Beattie Home is to be held this Thursday, 19 November 2015 at 7.00pm.

Item 264 AWARDING OF CONTRACTS

Cr Tindle referred to the awarding of Council's contracts and the policy followed in-house. He said tenders for Council's contracts are placed on Council's website if these have not been awarded locally. He queried whether these contracts could be advertised in the local newspaper giving local contractors/businesses the opportunity to tender. His Worship expressed the opinion that any business owner should be proactive and aware of what is going on in their particular field. He said consideration could be given to placing an advertisement highlighting the various contracts up for tender. His Worship felt that locals do not miss out on the opportunity by being 'local' as long as they have the capability and the price is right. Members agreed that there is danger in staff members approaching individual people or businesses to submit a tender. It was agreed that by advertising this would be a safe way for everyone to obtain the information on tenders, mostly importantly local people. The Chief Executive advised that he did not have an issue with placing an advertisement in a local paper as this would not be directed at any one person or business. He said a proposed advert would be very minimal in its content. Cr Pilkington suggested that a list of contracts be advertised directing readers to the website.

Resolved

That all tenders for Council contracts be advertised in the Waitomo News with minimal detail.

Cr Tindle / Cr Phillips

FINANCIAL REPORTS

Cr Tindle requested staff pay more attention to the information supplied in the financial reports prior to them being circulated to Members. He referred to the various queries raised today and felt that these should have been raised and corrected internally prior to being presented at this meeting. Cr Tindle said he has lost faith as to the correctness of the financial information supplied. He referred to the provision of graphs and suggested that staff look at what other Councils do. Cr Tindle felt that although the financial report presented today is for the first quarter of the new financial year, this is just as important as the last quarter. The Finance & Administration Manager advised that the level of detail supplied is far higher than that presented by other Councils.

LUNCHEON ADJOURNMENT

Council adjourned for lunch at 12.45pm and resumed the meeting at 3.35pm following a workshop on economic strategies.

MENACING DOGS

Cr Tindle referred to the confidential item regarding menacing dog classification and said he finds it difficult as a Councillor whether to support the staff recommendation or not. Cr Tindle reported that all the information Members receive is a letter from the dog owner and a staff report. He felt that in order to make a meaningful decision more information is required. Cr Tindle referred to

the process in-house and expressed concern that one person has the ability to make a call as he/she sees fit. He said he is not comfortable with the information supplied to make a decision. The Environmental Services Manager advised that additional information could have been provided in the report however, in the meantime he provided additional information regarding the confidential item. He advised that to classify a dog as a menacing dog, is a decision based on an observed or reported behavior of the dog concerned. The Environmental Services Manager said Council has a very tight conservative approach to do with behavior and the main concern is that the person making the recommendation is consistent in their decision making. Following further discussion it was agreed the Environmental Services Manager expand on his report to be considered at the next meeting of Council.

BEATTIE HOME ROSE/FLOWER SHOW

Cr Phillips reported that the Beattie Home Rose/Flower Show was an excellent event which was well attended and a credit to all those involved.

HEALTHY RIVERS

Cr Pilkington referred to her attendance at a Healthy Rivers meeting along with Cr Klos, the Chief Executive and the Engineering Manager.

Cr Klos reported she had attended a Local Government workshop and Otorohanga meetings on Healthy Rivers. She said she has since talked to a number of farmers who have also attended a presentation by Dairy NZ. Cr Klos referred to the estimated costs placed on farmers in an attempt to clean up the Waikato River. She said those responsible have no idea what this will do to the economic profitability of those farmers. Cr Klos reported that it is proposed that the plan will be in place by the middle of 2016. She said the outcome will depend on the result of the submission process to the Regional Council.

LOCAL GOVERNMENT SECTOR

Cr Pilkington reported she had attended a Local Government Sector meeting involving economic modeling and encouraged everyone to be well informed of its impact. She referred to a plan change proposed by the Waikato Regional Council.

OTOROHANGA DISTRICT DEVELOPMENT BOARD

Cr Pilkington reported she has emailed Members her annual report as President of the Otorohanga District Development Board. She reported that the Board supported and provided funding towards the Beattie Home extension.

WEST COAST ZONE MEETING

Cr Pilkington reported on her attendance at a recent West Coast Zone meeting where Mr R Jolly has been appointed the new Chairperson. She advised that Cr S Kneebone has been reinstated on the West Coast Zone Committee.

KAWHIA SPRING FLING

Cr Pilkington informed Members of the hugely successful Labour Weekend Kawhia Spring Fling event. She said Kawhia was absolutely buzzing. Cr Pilkington reported that Dr Carole Shepherd was the driving force behind the event along with many passionate people.

BEATTIE HOME MELBOURNE CUB

Cr Pilkington advised she was one of the judges for the hats worn at the Beattie Home Melbourne Cup event. She said it was a fun time and added to the lovely environment of Beattie Home.

TB FREE NZ

Cr Klos referred to her attendance at a meeting in Ngaroma regarding TB Free NZ and reported that the poisoning of possums has ceased and that a survey will be carried out on pigs to ascertain if TB is increasing. She said discussion was held on Ngaroma establishing its own TB Free area in order to remove the levy currently being charged.

WAIKATO PLAN

Cr Klos expressed the opinion that this is beginning to progress and encouraged Members to read the information on the website.

KAWHIA POUWE STREET WALKWAY

Cr Klos referred to the proposed walkway into Kawhia and queried whether visitors to Kawhia would be the main users. Cr Pilkington replied that the proposed walkway is to go along part of the road side into the Kawhia township however, she said some people have a vision that this will form part of a longer boardwalk. Cr Pilkington reported that approximately 50 percent of those attending the public meeting were holiday home owners. Cr Klos referred to the \$100,000 which Council has agreed to fund towards the project. His Worship advised that a Kawhia Community Board Member was speaking on behalf of the community however, following the public meeting, there is an overall lack of support for the proposal. Cr Pilkington said that even before the financial shortfall was identified she had received comments from the public that they were not in support of the proposal.

Cr Klos expressed the opinion that the Maihihi area has potential for a future village site.

WAIKATO TOILET FACILITY

Cr Klos reported it has been suggested that she approach the Waikato River Trail people regarding the potential installation of a toilet facility at the Waipapa Reserve. Members agreed they are happy for Cr Klos to continue to have discussions with interested parties. It was pointed out however, that vandalism and cleaning of such a facility needs to be taken into account.

DOG REGISTRATION

The Environmental Services Manager informed Members that online dog registration will be available for the next billing period. He said this process will involve many ratepayers and will link into Council's NCS database.

MAYORAL ACTIVITIES

His Worship attended the following meetings –

- Mayoral Forum in Karapiro yesterday, Monday 16 November. His Worship commented on the great work undertaken through the Roding Asset Technical Alliance (RATA)
- Rural Provincial meeting in Wellington on 19/20 November
- Mayors Taskforce for Jobs in Wellington on 20 November

His Worship has undertaken to visit workplaces in the District on a regular basis to make himself more visible.

SPORT OTOROHANGA CONCEPT

The Chief Executive reported he has been engaging with various club representatives regarding an Otorohanga concept. He said the general view has been not to proceed 'boots and all' into any proposal but to quietly work through a process. He said Sport Waikato is keen to appoint a person in the role of Coordinator to pull the various clubs together. The Chief Executive further advised that it is intended to commence with a committee of Council and Sporting Club representatives in order to get clubs together before an independent Trust is established along with a full-time Sport Waikato role.

The Chief Executive informed Members he has drawn up a draft person specification and advert for an administrative role as a starting point. He said a local person could be suitable to carry out both roles, that of a Coordinator and Administrator. He said Sport Waikato will make the appointment however, they will be seeking guidance from Council. He confirmed that Sport Otorohanga will be a District wide initiative.

NZ FIRE SERVICE

The Chief Executive reported on the announcement from Central Government on the future of NZ Fire Service which will have a coordinated national fire service in place. He said accordingly Rural Fire activities undertaken by Council will cease in due course.

LIBRARY/I-SITE CARPET TILES

The Finance & Administration Manager referred to the 2015/16 budget for new carpet to be installed in the library. He said this has been completed and requested approval to spend the savings on the installation of new carpet tiles in the i-Site area. Members agreed that the savings be utilised for the installation of new carpet tiles in the i-Site facility.

MEETING CLOSED

The meeting concluded at 4.27pm.

MAYOR:

DATE: 15 December 2015