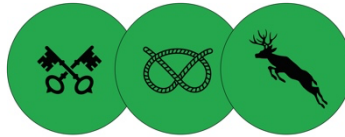


Hednesford Town Council



Gateway to the Chase

29 March 2021

Dear Councillor,

A Meeting of the Town Council will be held at **7:00 pm on Tuesday 6 April 2021** via Zoom following the weblink:

<https://us02web.zoom.us/j/88342164316?pwd=Q2hEMjZ5WENIOG9EVTdMdCs1cXVHZz09>

Meeting Password: 454698

You are invited to attend for consideration of the matters shown on the agenda.

Members of the public can join the Zoom link to observe the meeting and ask any questions in the public participation section of the meeting.

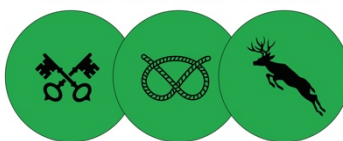
Yours sincerely

Michelle Baker
Operations & Regeneration Manager

PUBLIC PARTICIPATION

Members of the public are invited to address the Council and ask questions before the meeting begins.

Additionally, County and District Councillors and local PCSO (if present) .



AGENDA

1. Apologies
2. Declarations of Interest
3. Minutes
To review and approve the minutes of the Council Meeting held on 2 March 2021 (enclosed agenda pages 4 to 6).
4. Chair's Announcements
 - I. New PR agency.
 - II. Return to face to face meetings.
 - III. Heart of Hednesford Station Adoption Group – Community Hub.
 - IV. 2021-22 Chair nominations process.
5. Items from the Operations and Regeneration Manager
 - a. Council Grants
To provide a verbal update on the business grants.
 - b. Reopening the High Street
To provide a verbal update on initiatives.
 - c. Events
To provide a verbal update on the Farmers & Craft Market, Open Air Cinema and Hednesford's Talking.
 - d. Street Furniture:
 - I. Hednesfood Court
To provide a verbal update on the outdoor dining area.
 - II. Cycle stores
To provide a verbal update on the cycle storage.
To formally approve the CCDC Agreement for S.106 monies by a resolution at Council. (enclosed agenda pages 7 to 11).
 - e. Pye Green Community Centre car park hire
To consider the attached request. (enclosed agenda pages 12-14).
 - f. HTC Summer Intern
To consider the attached request. (enclosed agenda pages 15 - 17).
6. Items from the Community Officer
 - a. Communication with groups

To provide a verbal update on the E-bulletin.

b. Laptop Appeal
To provide a verbal update.

c. Community Grants
To provide a verbal update.

7. Responsible Finance Officer (RFO)

I. *Updated budget proposal.*

II. *Asset Depreciation Policy (enclosed agenda page 18).*

8. Council Operations

I. Adopting the title Mayor.

II. Formally agree Committees.

III. AGM plans.

9. Reports from Principal Speakers

a. Regeneration, Communications and Engagement – Cllr Paul Woodhead.

I. *Hednesford Life Magazine – verbal update.*

b. Planning – Cllr Andy Fittes

I. *To consider the attached list of applications (enclosed agenda page 19).*

c. Speed Indicator Devices – Cllr Emma Hunneyball.

Verbal update.

d. Bleed kit cabinets – Cllr Arthur Roden.

To consider the attached request. (enclosed agenda pages 20 and 21).

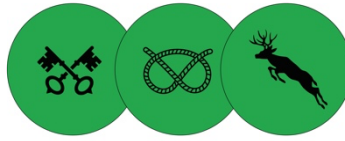
10. Items for Information and next agenda

a. Community fridge update.

b. Hednesford Station improvements update.

11. To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted.

Hednesford Town Council



Gateway to the Chase

**MINUTES OF THE MEETING OF
HEDNESFORD TOWN COUNCIL**

(remotely on-line via zoom)

Tuesday 2nd March 2021 at 19:00

NALC had given advice concerning the legality of on-line meetings; it was resolved that the notes of this meeting should be ratified by the usual procedures at a time in the future once government restrictions (Covid-19) are lifted.

Present: Cllr Robin Kingston (Vice Chair), Cllr Andy Fittes, Cllr Emma Hunneyball, Cllr Mandy Dunnett, Cllr Garry Jones, Cllr Debbie Cartwright, Cllr Arthur Roden, Cllr Paul Woodhead

In Attendance: Officers: Michelle Baker (Town Regeneration Manager), Ginetta Adams (Administrative Support Officer), Laura Dunning (Community Support Officer).

Members of Public: 0

1. Apologies

Cllr Kathryn Downs (Chair) and Cllr Sharon Jagger.

2. Declarations of Interest

None.

3. Minutes

Resolved – Minutes of Meeting 2nd February 2021 approved with no amendments.

PCSO update

1. There has been an increase in Covid-19 breaches in Hednesford by youths, letters have been sent to their parents.

2. Marquis Drive has also seen an increase in Covid-19 breaches during the warm weather along with littering, fines have been issued for both offences.

3. An increase in shop lifting in Tesco's and B&M by known offenders.

Crime in the area has decreased by 25% and anti-social behaviour has decreased by 7%. However, this is expected to rise when Covid-19 restrictions are lifted.

4. Council Operations

a. Re-opening of PGCC given the Government Roadmap.

Resolved – PGCC to reopen in accordance with Government Roadmap.

b. Committee Memberships.

Requests were made for Councillors to join each Committee.

Town Regeneration and Community Committee

Resolved – Members Cllr Paul Woodhead (Chair), Cllr Emma Hunneyball, Cllr Mandy Dunnett, Cllr Sharon Jagger.

Finance and Operations Committee

Resolved – Members Robin Kingston (Chair), Cllr Andy Fittes, Cllr Garry Jones, Cllr Debbie Cartwright

Cllr Kathryn Downs and Cllr Arthur Roden to advise which committee they would like to be part of.

c. Committee's CCTV Monitoring (enclosed agenda pages 8 to 9)

An overview was discussed as per attached document, but a quiet month overall.

5. Items from the Town Regeneration Manager

a. Town Regeneration Update

The Open-Air Cinema event booking platform is now live with tickets selling very quickly, we are now looking at the possibility of having a larger screen to increase capacity from 250 to 400 each film, it was agreed that this was a good idea if no additional cost to the council.

The next Farmers and Craft Market is due to be held 24th April with 50 stalls already booked.

Monday 8th March is International Woman's Day; we are planning a live Facebook event for this.

b. Grant Awards 2020-21

We have received 23 business grant applications and have pre-approved 20 of these.

6. Items from the Community Officer

Grants

We have received 28 grant applications and have pre-approved 25 of these.

There will be £3312 left overall in the grant fund, which it was agreed would be held for emergency requests or rolled over to next year's grant fund.

a. Community Engagement in February

Over the past month 53 community groups have been contacted, 28 of these have been detailed discussions and there has been a call out for volunteers.

b. Laptop appeal update

There have been 48 devices donated from the public which have been distributed to schools. We have received £298 from the GoFundMe appeal; we have used £249 to purchase 5 Amazon Fire Tabs to be distributed.

c. Dementia awareness in Hednesford

Hednesford already has a lot of groups that work to support this, we are looking to consolidate these to ensure that we are helping more residents in the future. Dementia Awareness week is 17th-23rd May when we will be raising awareness in the town amongst businesses.

7. Reports from Principal Speakers

a. Regeneration, Communications and Engagement

i. Hednesford Life publication

The next Hednesford Life Magazine has been delayed slightly due to Covid-19 restrictions; however, we still require more content.

ii. Cycling and the Heritage Trail

We have good routes between our towns which we need to look at promoting ready for the Commonwealth Games in 2022.

b. Finance and Council Procedures

We will be starting the processes for the end of year procedure this week, if anyone has any outstanding expense claims they should be submitted.

c. New Estates

There have been issues with roads, hedging, land scaping and pathways which developers had committed to creating/repairing when initial plans were passed. But they have not been completed in a timely manner, Cllr Hunneyball has been liaising with developers to try and resolve these issues, she asked for permission to try and escalate these requests by writing to the developers on behalf of the Council.

Resolved – That Cllr Hunneyball use the Council's influence to resolve these issues.

8. Items for Information and next agenda

None

Added item – Tables and Chairs.

Cllr Paul Woodhead left the meeting for this segment to avoid a conflict of interest.

The Town Regeneration Manger asked that the Council consider agreeing to release some money from the CIL fund to enable her to purchase 6 sets of tables and chairs to be placed in the area outside Lloyds Bank to help with the re-opening of the high street in April to create a communal food court. Cllr Woodhead agreed to take responsibility for putting them out and in each day.

Resolved – to use up to £3000 from the CIL fund to make this purchase and prepare a costed proposal for Councillors.

9. To resolve that the public be excluded from the meeting due to the confidential nature of the business to be transacted.

DATED

2021

**AGREEMENT RELATING TO THE PROVISION AND INSTALLATION OF
CYCLE STORAGE IN MARKET STREET, HEDNESFORD**

between

CANNOCK CHASE DISTRICT COUNCIL

and

HEDNESFORD TOWN COUNCIL



THIS AGREEMENT is dated

2021

PARTIES

- (1) **CANNOCK CHASE DISTRICT COUNCIL** of Civic Centre, Beecroft Road, Cannock, Staffordshire, WS11 1BG (“**CCDC**”).
- (2) **HEDNESFORD TOWN COUNCIL** of Pye Green Community Centre, Bradbury Lane, Hednesford, Cannock, Staffordshire, WS12 4EP (“**HTC**”).

RECITALS

- (A) By a Section 106 Agreement dated 14th February 2011 between (1) CCDC, (2) St. Modwen Developments Limited and (3) Staffordshire County Council, pursuant to Section 106 of the Town & Country Planning Act 1990, as amended, Planning Obligations were entered into with CCDC so as to bind the relevant part of the land as therein defined (hereinafter called “**the Deed**”).
- (B) Subject to the “Town Centre Management Contribution” as defined in the Deed, being paid to CCDC, CCDC covenanted to use the Town Centre Management Contribution for the management of Hednesford Town Centre (hereinafter referred to as “**the Contribution**”).
- (C) CCDC and HTC have agreed to enter into this Agreement to effect the works (“the Works”) as defined in Schedule 1 to deliver the improvements to Hednesford Town Centre.
- (D) In this Agreement unless the contents otherwise require, the terms defined in the Deed shall bear the like meaning when used in this Agreement.

1. THE CONTRIBUTION

CCDC will pay HTC the Contribution in the sum of £7,600.00 (seven thousand six hundred pounds) and HTC will use the Contribution for the Works and for no other purpose.

2. TIMESCALE FOR THE WORKS

- 2.1 HTC will use the Contribution for the Works and shall complete the Works within 12 months of receipt of the monies.
- 2.2 HTC must provide written confirmation together with supporting written evidence of how the Contribution has been expended within 28 days of being requested to do so by CCDC. In the event that at the end of the period of 12 months from the date of payment of the Contribution, (or any part thereof) have not been expended or committed for expenditure in connection with the Works then HTC shall, within a period of three months from the expiration of that period, return, following receipt of a written request to do so, the Contribution or any part thereof that has not been expended or committed, to CCDC with interest accrued if any thereon, such interest (if any) to be calculated from the date of payment of the Contribution until the date of repayment.

3. COMPLETION AND DEFECTS

- 3.1 In the event that CCDC is not satisfied that the Works have been carried out in accordance with due diligence and in a good workmanlike manner and in accordance with Schedule 1, it shall give written notice to HTC requiring HTC to make good such defects or faults entirely at HTC's expense and within a reasonable time specified by CCDC.
- 3.2 When the Works are complete, HTC shall forthwith give notice to CCDC and CCDC shall be entitled to inspect the Works.

4. COMMENCEMENT

The provisions of this Deed shall come into effect upon payment of the Contribution by CCDC to HTC.

5. CONTRACTS (RIGHTS OF THIRD PARTIES) ACT 1999

Nothing in this Agreement confers or purports to confer on any third party any benefit or any right pursuant to the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Agreement.

6. ASSIGNMENT

Neither CCDC nor HTC shall, without the written consent of the other, assign this Agreement or any rights thereunder except to a statutory successor.

7. SUB-CONTRACTING

HTC shall be responsible for any acts, defaults or neglects of any sub-contractors, his agents, servants or workmen in the execution of the Works or any part thereof as if they were the acts, defaults or neglects of HTC.

8. STATUTORY OBLIGATIONS

HTC shall comply with and give all notices required by any statute statutory instrument rule or order or any regulation or byelaw applicable to the construction of the Works and shall pay all fees and charges which are payable in respect thereof.

9. INDEMNITY

HTC shall indemnify and keep CCDC indemnified against all losses and claims for injury or damage to any person or property whatsoever which may arise out of or in

consequence of the Works and against all claims demands, proceedings, damages, costs, charges and expenses whatsoever in respect thereof.

10. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the Law of England.

11. LEGAL COSTS

Each party shall be responsible for their own legal costs in the preparation, negotiation and completion of this Agreement.

SCHEDULE 1

1. Hednesford Town Centre suffers from low levels of footfall and a distinct lack of cycle storage which prevents businesses benefitting from the trade of passing cyclists.
2. Without cycle storage, Hednesford Town Centre is also unable to promote itself as an accessible and sustainable town and, as Hednesford Town Council intends to create a green policy in 2021, initiatives such as cycle storage are imperative.
3. With the Commonwealth Games men's and women's mountain biking taking place on Cannock Chase in 2022, Hednesford needs to plan and future-proof the town in order to promote and position itself as bike-friendly.
4. CCDC and Hednesford Town Council have an on-going commitment to improve and promote cycling and safety in the district and wish to install two cycle stores on Market Street in Hednesford subject to the necessary statutory procedures.
5. Installing the new cycle stores will provide genuine alternatives to the private car for shoppers and visitors.
6. With Hednesford's proximity to the Chase, the town also wishes to capitalise on the footfall this sector can bring to the town centre which will help local businesses.
7. Due to Covid-19 and the use of public transport being advised against, the installation of cycle storage would offer a practical alternative.
8. Hednesford Town Council wishes to promote sustainable forms of transport and reduce the reliance on the private car. This proposal has the advantage of improving the environment through reduction in carbon emissions and social health and fitness benefits.
9. Hednesford has no cycle storage in the town centre. Hednesford Town Council has identified two locations on Market Street to install two new cycle stores located in high visibility areas:

Location 1) Outside of Hednesford library

Location 2) Outside of William Hill.

- 10. Hednesford Town Council will have the responsibility of insuring the cycle storage equipment.

IN WITNESS whereof this Agreement has been executed by the parties hereto and is intended to be hereby delivered as a Deed on the date first set out above.

THE COMMON SEAL of)
CANNOCK CHASE)
DISTRICT COUNCIL is)
Hereunto affixed as a)
Deed in the presence of:)

Authorised Signatory:

Executed as a Deed and delivered for and
On behalf of **HEDNESFORD TOWN COUNCIL**
Acting by:

....., a Councillor and
(*Signature of first Councillor*)

....., a Councillor
(*Signature of second Councillor*)

In the presence of:-

.....
Signature of Witness

.....
Full name of Witness [BLOCK CAPITALS]

.....
Address of Witness

.....
Occupation of Witness

Report To:	Full Council	Date:	29.3.21
Title:	PGCC Car Park Hire		
Anticipated Time:	10 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary	
<p>To discuss the hire of Pye Green Community Centre car park as a way of providing a service for the community i.e. to collect hot or fresh food locally whilst also generating income for PGCC.</p> <p>PGCC car park has been hired at no cost by the Gyros Guys on a Saturday as a trial click and collect area. This worked well, they sold out and they would like to return. Other food companies have since expressed an interest in hiring the car park i.e. What The Cluck.</p> <p>PGCC car park hosting food stalls etc would raise awareness of the centre and of the location to non-users who would then be familiar with the Centre and may consider booking for meetings / parties. We could display banners on the fence line to market PGCC.</p> <p>We must be mindful that we do wish to duplicate the offer available at the Farmers and Craft Market and ensure that we preserve that as a destination on the last Saturday of every month. Hosting certain stalls at PGCC that are key attractions for the market may affect footfall numbers.</p> <p>We must be respectful of local takeaways and eateries who have overheads – rent and business rates and who would be in direct competition with the hot food stall(s) at PGCC.</p>	

Recommendation(s)	
To agree to the hire of PGCC car park at a flat fee to account for staffing costs in opening and closing the gates.	

Relevant Issues and Implications	
Financial	Staffing costs for opening / closing gates at weekends and evenings.

Value For Money	Generates revenue.
Risk & Control	None.
Health & Safety	Possibility of car / pedestrian accidents.
Legal	N/A
Human Resources	N/A
Equal Opportunities	N/A
People (Public, Centre Users and Councillors)	<p>Would have to ensure it did not affect current users / hirers of PGCC.</p> <p>Would need to ensure that it did not affect residents.</p> <p>Would need to ensure it did not affect local businesses in direct competition with the stall(s).</p>

1.	Introduction
1.1	Pye Green Community Centre has a medium sized car park that is not used out of hours or on the weekend, other than by the Community Table on Sunday afternoons.
1.2	The car park could provide a service for the community and also generate income.
2.	Proposal
2.1	There is scope to hire PGCC car park at the weekend, evenings.
2.2	Hirers would likely include hot food stalls i.e. Gyros Guys and What the Cluck or fresh food stalls i.e. fresh fish or fresh meat van.
3.	Options
3.1	Hire out PGCC car park on certain days / evenings for a flat fee to cover the staffing cost.
3.2	Do not hire out PGCC car park.

4.	Conclusion
4.1	The hire of PGCC car park would likely not generate much income as the cost of paying staff to open and close the gates would absorb the majority of the revenue.
4.2	To utilise PGCC car park would predominately be to provide a service for the community.
5.	Recommendation(s)
5.1	Promote that PGCC car park is available to hire and liaise with staff to ensure the opening and closing can be accommodated.
5.2	

Appendices

For more information on this proposal please contact:
Michelle Baker Operations and Regeneration Manager Hednesford Town Council

Report To:	Full Council	Date:	29.3.21
Title:	Summer Intern		
Anticipated Time:	10 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary	
<p>Hednesford Town Council has been approached by a University student looking for a 2 – 3 month summer internship this year, in order to gain working experience in the marketing and events industry. They are currently in their second year at University in Liverpool studying for a BA honours in Event Management, they are also a local resident.</p> <p>Hednesford Town Council is giving consideration to launching a new summer internship programme which would be a fantastic new initiative for the community and a local candidate, whilst also providing support for current staff and projects.</p> <p>There would be a cost as interns are legally classed as workers and are to be paid the minimum wage which is £8.20 for ages 21-24 (£303.40 per week) / £6.45 ages 18-20 (£238.65).</p>	

Recommendation(s)	
<p>To agree to a new Hednesford Town Council Summer Internship programme and open the application process for a two month programme this year for placement in July and August only.</p>	

Relevant Issues and Implications	
Financial	Additional staff costs.
Value For Money	Yes
Risk & Control	None.
Health & Safety	N/A
Legal	N/A

Human Resources	Laptop.
Equal Opportunities	N/A
People (Public, Centre Users and Councillors)	N/A

1.	Introduction
1.1	Hednesford Town Council is considering launching a new summer internship programme to support staff and Council activities, whilst also providing work experience.
1.2	
2.	Proposal
2.1	A summer intern joining the Council for two months (July – August 2021) could assist the Operations and Regeneration Manager on day to day work and projects, in addition to the organisation and delivery of the 3- day Open Air Cinema event 9 th – 11 th July and the Farmers and Craft Market on 31 st July and 28 th August as well as other HTC events.
2.2	As well as to provide support for the management of the Visit Hednesford social media platforms which have grown in popularity with the Visit Hednesford Facebook page at 4,800 followers (29/93/2021).
2.3	There is also scope for the candidate to promote and market PGCC.
3.	Options
3.1	Proceed with a Summer Internship programme.
3.2	Do not proceed.
4.	Conclusion
4.1	This would be a valuable initiative which would provide real working knowledge in marketing and events for the right candidate.

4.2	
5.	Recommendation(s)
5.1	Launch a new two month summer internship and advertise in April.
5.2	

Appendices

For more information on this proposal please contact:
Michelle Baker Operations and Regeneration Manager Hednesford Town Council



Hednesford Town Council – Asset Depreciation Policy

First Adopted by Full Council: 5 May 2020

Reviewed: 6 April 2021

Next Review: April 2022

Purpose

This policy outlines the treatment of Assets in terms of how they are represented on the balance sheet, including within the AGAR. This policy does not affect the income and expenditure account where all purchases will continue to be recognised in full in the year they are purchased.

It is typical for local councils to undertake no depreciation of assets and as such to represent in the AGAR each year the ongoing cumulative value of all assets ever purchased. This council believes that approach materially misrepresents the true assets of the council and could significantly over-estimate the value of items belonging to the council, not least if it ever wished to recoup the cash value of items by selling them.

As such we have adopted a depreciation policy as follows which will be applied to the assets on an ongoing basis.

Land and Buildings

Typically, land appreciates (goes up in value) and this is recognised by regular revaluation whilst buildings depreciate over an agreed time period unless refurbished or upgraded. The council does not currently own any land or buildings and has no depreciation policy for this accordingly.

IT Equipment

IT continues to develop at a significant rate and as such most equipment quickly loses its value over a short space of time. As such, most IT equipment will be treated as having fully depreciated to zero during the financial year in which it is purchased.

Furniture and other Equipment

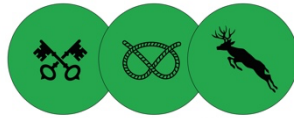
Depreciation of all other furniture and equipment is based on a 1/3 straight line method, fully depreciating over 3 years as follows:

- Items purchased in the current financial year will be depreciated by 1/3 of original value
- Items purchased in the previous financial year will be depreciated 2/3 of original value
- Items purchased two financial years ago will be fully depreciated to zero

Assets can only be considered to be the council's if they are purchased or formally gifted to the council. Items that are leased, rented or borrowed should not be included at all. This includes leasehold improvements such as refurbishment of buildings that we do not own. The minimum value at which an item will be treated as an asset for the purposes of the balance sheet is £200. Items below £200 will immediately be treated as having zero asset value.

Special Items

Some items may require regular revaluation as they will not depreciate at the above rates. This may include pieces of artwork, jewellery, precious metals or antiques owned by the council. During 2022, the council will determine a register of these items and an appropriate schedule for valuation/revaluation. The council will need to confirm ownership of all such items at the same time.



Annex 1 - List of Planning Applications

Application	Application Location and Description	Response
CH/21/87	<p>Proposed Development: Outline application (some matters reserved) - Proposed new Scout Hut for 1st Hednesford Scout Group. Access/Layout/Scale. Location: Land at end of Tower Road & Plantation Road, Pye Green, Cannock</p>	<p>We have no objections to the applications which we feel is well presented and deals with any potential issues such as access, parking and impact on neighbouring properties</p>
CH/21/110	<p>Proposed Development: Two storey extension over existing dining room & kitchen Location: 14 Essex Drive, Hednesford, Cannock, WS12 1LG Grid Reference: 399802 311942</p>	<p>This is a development that is close to the boundary with the applicants immediate neighbour. Subject to mitigations to minimise adverse impact on that neighbour we would have no objection to the application</p>
CH/21/89	<p>Proposed Development: Erection of MOT test centre and associated portacabin office - AMENDED SITE BOUNDARY Location: Chase Accident Repairs, Hyssop Close, Cannock, WS11 7FB</p>	<p>We have no objections to this amended boundary plan</p>
CH/21/117	<p>Proposed Development: Single storey rear/side extension Location: 38 East Cannock Road, Hednesford, Cannock, WS12 1NA</p>	<p>No objections raised to this application</p>

Report To:	Full Council	Date:	13.3.21
Title:	Bleed Control Kits		
Anticipated Time:	10 Minutes	Action:	For Decision
Confidentiality:	Public	Priority:	High Priority

Summary
To discuss the purchase of a cabinet to house the Bleed Kits. Where to install the cabinet.

Recommendation(s)
To purchase a cabinet costing £350.00 plus VAT £70 Total £420.00. Purchase and installation costing £425.00 plus VAT £85.00 Total £510.00.

Relevant Issues and Implications	
Financial	Costs £420 or £510 Inclusive of VAT
Value For Money	Provides emergency assistance in the town - Yes
Risk & Control	It is locked and requires a code to open it – minimal risk. Emergency services provide the code to the user. Once fitted – equipment has a 5yr expiry date.
Health & Safety	No concerns
Legal	Permission maybe required to fit the cabinet.
Human Resources	N/A
Equal Opportunities	N/A

People (Public, Centre Users and Councillors)	
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1.	Introduction
1.1	Cabinet for Bleed Kits – we already have the kits.
1.2	
2.	Proposal
2.1	To supply and install a Bleed Kit Cabinet in town, this would give 24hr access if required.
3.	Options
3.1	We can either purchase and fit utilising the services of HTC caretaker or the company can supply and fit.
4.	Conclusion
4.1	To make emergency help available at any time.
5.	Recommendation(s)
5.1	To purchase a cabinet costing £350.00 plus VAT £70 Total £420.00. OR Purchase and installation costing £425.00 plus VAT £85.00 Total £510.00.
5.2	

Appendices

For more information on this proposal please contact:
Cllr Arthur Roden