

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 10 January 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) J Greenacre (Vice Chairman) A Millar B Butler, L Jordan, M Hodges and M Harrison (Councillors) and T Groom (District Councillor)

**PUBLIC:**one

**MINUTES OF PREVIOUS MEETING** of 13 December 1995. Mr Jordan pointed out that he had sent his apologies for his absence from this meeting, and which apologies had not been recorded in the Minutes. Apart from this the Minutes were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING WASTE PAPER BANK**

c/f

### **LOCAL GOVERNMENT REVIEW - Norfolk / Norwich**

Letter received from Leaders of Labour, Liberal Democrat and Conservative Groups in Norfolk informing Council that the Local Government Commission had recommended to the Secretary of State that the two-tier system of Local Government should be retained in Norfolk, and that Norwich should not become a unitary authority. They were optimistic that Mr Gummer would accept this recommendation and should hear his decision sometime in February.

It was very clear on this occasion as it was with the previous recommendation of the Commission, that the support the County Council had received from Parish Councils was a significant element in persuading the Commission to recommend the status quo. The Leaders would like to thank the Parish Council on behalf of the County Council for their positive support. They were sorry to have to ask the Parish Council to write on so many different occasions!

They also thanked those who wrote to their Member of Parliament, or to Mr Gummer, to support their case for an improved Rate Support Grant for 1996 / 97. The provisional settlement recently announced was an improvement on what they had received in recent years. They were sure that the widespread support for them, across the county, was an important element in obtaining this improvement.

### **STRUCTURE PLAN**

Being passed around to Councillors

### **PLANNING SEMINAR**

To be attended by 4 Councillors

### **PLANNING**

(i) Planning Consent had been received for alterations at the Old Rectory Barn, Church Street, Stiffkey

(ii) Notice of Planning Appeal had been received re: Mrs C A Hollis - erection of timber stable block on grazing land, Wells Road, Stiffkey. Ref: 01 950293/F. The appeal was to be made on the basis of an exchange of written statement by the parties and a site visit by an Inspector.

### **BRIDGE adjoining Council's land at Little Hill**

A letter received from Mr and Mrs Carter was discussed regarding the bridge privately owned by them adjoining Council's land at Little Hill and it was noted that they were to erect a notice for trespassers by the bridge stating 'PRIVATE' also that the bridge was in need of repair and at present dangerous so 'PLEASE KEEP OFF'.

It is also recorded that this matter was discussed at the Parish Council's last meeting of 13 December 1995.

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## **STRUCTURES LEFT ON THE MARSH**

This matter was discussed.

## **OTHER AGENDA ITEMS**

### **THE GREAT BRITISH POPPY CHAIN - 25 AUGUST 1996**

Letter from The Royal British Legion stating they were organising the above event to raise £4.7 million to assist them in their work in helping those who serve or have served in the Armed Forces, their relatives and dependents. The Poppy Chain would be 75 miles long. Money would be raised through obtaining sponsorship of the individual 132,000 yards of the chain at £36.00 per yard. After discussion the Parish Council agreed to sponsor one yard of the chain for £36

## **AOB**

### **BEST KEPT VILLAGE COMPETITION**

It was agreed that Stiffkey should be entered in this Competition for 1996

### **GRASS CUTTING**

Letter from Jamie Green, Grassland Management, enquiring if the Parish Council needed a quotation for the 1996 season. Council agreed this was not needed. Clerk to pass letter on to Stiffkey Social Services for their attention.

### **SPECIAL GENERAL MEETING of RURAL COMMUNITY COUNCIL**

Would be held at Yaxham Village Hall on Wed. 7th February starting at 12.00 noon.

### **RIVER STIFFKEY OUTFALL SEABANK**

A discussion took place regarding previous correspondence and the Clerk was instructed to write to Mr Jeavons and ask why the NRA had not done the work they promised to do. Also to write to Mr T Lidstone Scott and invite him to attend a meeting of the Parish Council.

### **LIGHTING**

Clerk to await details of lighting times of lamp at the bottom of Hollow Lane.

### **RUPPS**

A discussion took place between Councillors and the member of the public present at the meeting. It was pointed out by the member of the public that action taken now in the redesignation of carriageway/footpaths, particularly in the area between Greenway and Bangay on the Marsh could stop 4 x drive Rallies and Motorbike Scrambles and the like in the future. Fears regarding the state of this stretch of carriageway were also voiced. Members of the Council stated that the previous decision of the Council had been that the designation of the paths should remain the same as at present and Bylaws would have to be passed prohibiting Ralleys and Scrambles. Clerk to find out when the date of the decision was to be.

**DATE OF NEXT MEETING Wed 14 February 1996 @ 7 pm**

*A. E. St*  
14/2/96

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 14 February 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) J Greenacre (Vice Chairman) A Millar B Butler, L Jordan, M Hodges

**APOLOGIES:** M Harrison and T Groom (District Councillor)

**PUBLIC:** seven

**GUESTS:** T Lidstone Scott-Scott (representing NCC) and Police representative for Stiffkey

**MINUTES OF PREVIOUS MEETING** of 10 January 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING**

#### **WASTE PAPER BANK**

Letter received from Stiffkey PCC stating that whilst the idea of a local paper bank was good, especially for those who do not have transport to the Wells dump or other paper bank, that it would not be desirable to site such a bank on the Church knoll.

#### **PLANNING SEMINAR**

Had been attended by 2 Councillors and Clerk who had found the Seminar informative although elementary in some parts.

#### **BEST KEPT VILLAGE COMPETITION**

Stiffkey had been entered in this Competition for 1996. Mrs Millar to arrange competition for children in connection therewith

#### **SPECIAL GENERAL MEETING of RURAL COMMUNITY COUNCIL**

Would be held at Yaxham Village Hall on Wed. 7th February starting at 12.00 noon.

#### **RIVER STIFFKEY OUTFALL SEABANK**

Letter received from Stan Jeavons, Catchment Engineer NRA stating the annual grasscutting of the North Norfolk defences was started last summer. However, the NRA's efforts to clear sections of the defences of evasive growth including brambles in parts of North Norfolk attracted conservation comment, and they had to cease work. Mr Jeavons was aware of the clearance works that still need to be carried out on the western end of the Stiffkey seabank, including the management of the brambles. He hoped to have this work completed within the next two months.

The Clerk was asked to send a letter of thanks to Mrs Harrison for her cooperation regarding the fence and stile.

#### **LIGHTING**

Lamp at the bottom of Hollow Lane definitely out. Clerk to report.

#### **RUPPS**

Letters from Mrs Larter (for Assistant Chief Executive & Corporate Solicitor NCC) and Lord Buxton had been received and copies circulated to Councillors before the meeting. Mr Lidstone-Scott was called upon to explain the position which he did as a representative for NCC. Due to the fact that the general public had used several of the Public Paths in Stiffkey with vehicles over the years and had sent in letters confirming this, then Mr Lidstone-Scott thought these paths would certainly be reclassified as byways open to all traffic without taking into account the fact that Stiffkey was an AOB. Mr A Curtis (Chairman) read extracts from previous Stiffkey PC Minutes which showed that Stiffkey PC had already sent Norfolk CC information regarding the user of the Public Paths.

The Chairman then adjourned the meeting at 7.35p.m. and invited members of the public present at the meeting to join in the discussion.

The public discussion ended at 8.10p.m. and the meeting was re-adjourned. It was decided that because of the situation regarding the RUPPS everyone should 'keep an eye' on the use of the

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paths and if the Paths were getting cut up then to start thinking about ways to contain them. To assist in keeping a record of the condition of the Paths Mr Lidstone-Scott volunteered to take photographs of them and to supply the Parish Council with prints. Mr Lidstone-Scott (in his capacity of member of the Project Team on the Norfolk Coast Project) could also possibly help with any finance which may be involved in containing the paths.

## **OTHER AGENDA ITEMS**

### **PUBLIC RIGHT OF WAY MANAGEMENT**

Letter received from Norfolk Coast Project stating they would soon be letting a contract for vegetation management on those public rights of way (PROW) that have been identified as requiring cutting and asking for details of cutting required in Stiffkey. This matter was discussed with Mr Lidstone-Scott at the meeting. Stiffkey paths are already maintained by Lord Buxton and Mr M Harrison.

### **NORTH NORFOLK LOCAL PLAN - proposed changes to the Deposit Draft**

Letter from NNDC stating the Council had now considered all representations on this Plan in detail. In many cases it decided to make no changes to the Plan. In other cases it decided to accept the points raised in the representation and to agree that a change should be made to the Plan. These changes are compiled in the document 'North Norfolk Local Plan: Proposed Changes to the Deposit Draft'. Councillors took this document for examination.

The proposed changes would be put before the Inspector at the Public Local Inquiry into objections to the Deposit Local Plan which commences on 16 April 1996.

Representations on the proposed changes should be received by the Chief Planning Officer by 1st March 1996.

### **NORTH NORFOLK SHORELINE MANAGEMENT PLAN SUB-CELL 3A SNETTISHAM TO SHERINGHAM**

Two letters received from Richard Nunn, Principal Engineer, NRA - the first enclosing page 1 / 1 of the draft North Norfolk Shoreline Management Plan now previously enclosed - the second giving details of meetings where a more formal presentation of the strategic policy options, at which there would be the opportunity to discuss issues and raise further points of clarification, would take place, these were:

1. 6 March 1996 Hunstanton Town Hall commencing 7pm
2. 7 March 1996 NNDC Offices, Cromer commencing 2pm

### **E ELECTRICITY STREET LIGHTING INSTALLATION as at 31.12.95**

Letter received from EE asking to check details of street lighting installations in Stiffkey at 31.12.95.

These were agreed as follows:-

Lamp ref. No.	No. of Lamps	Ltg Period	Lamp Type / Wattage
1	2	vii	100wT
2	13	x	80wMBF/U

The total number of lights for the EE is 15

The total number of Underground Time Control points provided by EE is 2

The total number of Timeswitches is 2

The total number of Thermal Photocells is 13

The above details were confirmed.

### **TRANSPORT SURVEY**

Questionnaire received from Community Transport Fakenham & Area (CTFA) Steering Committee which had formed to examine and improve the provision of local transport services and resources. CTFA advocates accessible and affordable services for individuals and groups in the Fakenham area, by a coordinated mix of public, private and statutory provision.

Several questions regarding opinions on local transport were answered by Councillors. Clerk to fill in

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the rest of the form and return.

#### **FINANCE**

Cheques signed for     The Royal British Legion Poppy Chain (as previously agreed) - £36  
                                  NNDC - street lighting repairs/maintenance for period ending  
                                  31.12.95 - £44.19

Regarding NNDC street lighting/maintenance - Clerk to present details of amount paid for year at next meeting.

#### **FAKENHAM & DISTRICT CAB 1996 APPEAL**

Letter received from Fakenham & District CAB asking for donation. This Bureau also operate a Sub-Bureau at Wells-next-the-Sea, which office has dealt with over 600 enquiries alone. People from Holkham, Wighton, Warham and Stiffkey make use of this service, apart from Wells residents. Residents of other rural areas tend to use the Fakenham Office, especially on market days, when many combine a visit to the Bureau with their shopping.

Clerk to check whether donation sent to Holt & District CAB - c/f to next meeting.

#### **NORFOLK BRIEFING**

Letter from NCC asking the Parish Council if they would like more copies of Norfolk Briefing (2 already received). It was agreed no more copies would be required.

#### **AOB**

##### **TRAVELWISE NEWSLETTER**

Letter from NCC enclosing first issue of new TravelWise newsletter which promotes sustainable transport in the UK. This was taken by Councillors to pass round.

##### **THE BENJAMIN FOUNDATION**

Letter receipt from Mr Richard Draper, Project Manager on behalf of the Trustees & Management Committee of The Benjamin Foundation asking for a contribution towards their work. After discussion it was decided not to send a donation.

##### **VARIOUS MATTERS RAISED BY PARISHIONERS**

Mrs Millar brought to the attention of the meeting various matters which had been raised by Parishioners, they were:-

1.     Q.     Why is SNDC paying for elections of South Norfolk but NNDC not paying for elections of North Norfolk?  
       A.     Different Districts do things differently. NNDC invites Parish Councils to precept for more money to cover election charges
2.     Q.     When owners of holiday homes pay their Council Tax they are charged half of what other home owners have to pay. Is the precept based on a full Council tax on holiday homes or just the amount they have to pay?  
       A.     Stiffkey precept is based on Band D (118 at Band D)
3.     Q.     Update on Fakenham and Cromer Registry Offices.  
       A.     Nothing received by Parish Council but information in the Press shows that the move to close local Registry Offices was turned down, due to public opinion.
4.     Q.     Has the missing plank been replaced on the bridge on the marsh?  
       A.     Yes.

##### **NORTH NORFOLK ENVIRONMENTAL FORUM**

Mrs Millar had attended this meeting with Mr Groom. A report to be placed in the next Stiffkey Newsletter.

**THE MEETING CLOSED** at 9 pm

**DATE OF NEXT MEETING:** 13th March 1996 at 7 pm.

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## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 13 March 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) J Greenacre (Vice Chairman) A Millar B Butler, L Jordan, M Hodges, M Harrison and T Groom (District Councillor)

**APOLOGIES:** none

**PUBLIC:** none

**MINUTES OF PREVIOUS MEETING** of 14 February 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING WASTE PAPER BANK**

It was agreed that the Waste Paper Bank should be situate at the Village Shop

### **BEST KEPT VILLAGE COMPETITION**

Competition details in 'Stiffkey News'

### **LIGHTING**

Lamp at the bottom of Hollow Lane reported.

### **RUPPS**

Letter received from Lord Buxton addressed to the Chairman regarding RUPPS, Heritage Walk (Stiffkey FP4) and Playing Field. The letter was read out to Councillors and all items discussed.

It seemed there had been a misunderstanding regarding the proposed new Heritage Walk and that Lord Buxton and the Council both wanted to retain the old footpath and provide another safe route off the road.

Regarding the Playing Field, M Harrison to check Lease.

### **PUBLIC RIGHT OF WAY MANAGEMENT**

It was pointed out that in the Minutes of 14 February 1996 it had been stated that

'Stiffkey paths are already maintained by Lord Buxton and Mr M Harrison'. This was not entirely the case and to clarify the situation it was agreed that 'the paths are maintained by volunteers from the Parish'.

### **NORTH NORFOLK LOCAL PLAN - proposed changes to the Deposit Draft**

No representations made by Stiffkey

### **NNDC STREET LIGHTING MAINTENANCE**

The Clerk gave the following information regarding amounts paid during the last year:-

13.03.95	Period ending 31.01.95	£48.63 (incl VAT) *
26.08.95	dated 24.07.95	£110.31 (incl VAT)*
14.11.95	period to 30.09.95	£54.31 (incl VAT)*
14.02.96		£44.19 (incl VAT)*

\*All VAT to be reclaimed

It was agreed to continue with NNDC at the present time.

### **Citizens Advice Bureau DONATION**

The Clerk gave the information that there had been no donation paid to any CAB during 1995. It was therefore agreed that a donation of £20 be paid to Fakenham CAB, which included Wells

### **NATIONAL LOTTERY INFORMATION PACK**

Sent by NNDC who could advise on whether any project satisfies the criteria laid down by the Lottery Distribution Bodies.

13 March 1996



**PEDDARS WAY AND NORFOLK COAST PATH - NATIONAL TRAILS VISITOR SURVEY**

Letter received from NCC asking for volunteers to assist in the smooth running of a visitor survey.

**SPORTS DEVELOPMENT / SPORTS STRATEGY QUESTIONNAIRE**

Letter from NNDC stating the Tourism and Leisure Strategy Document is due out in draft stage in May depending upon the consultation period. A questionnaire was enclosed for the Parish Council to complete. Several questions were answered at the meeting and the Clerk would complete the questionnaire and send it back.

**FOOLHARDY FOLK**

Letter received from Foolhardy Folk Clown Troupe and Little Circus asking the Council if they would like them to visit Stiffkey. There was a discussion on the subject and the Clerk was asked to write and decline and ask for a list of venues to see if they would be performing near Stiffkey

**RURAL DEVELOPMENT AREA CONFERENCE**

At Barnham Broom on Wed April 24. Councillors did not wish to attend.

**FINANCE**

Cheque for £26 had been received from NNDC being interest due.

**RECENT FLOOD**

The Chairman reported the North Walsham Police had thanked those who assisted with the Flood on 19th February and invited those interested to a Flood Committee Seminar.

**NEIGHBOURHOOD WATCH**

Following a spate of burglaries in the village it was decided to pursue the possibility of a Neighbourhood Watch in Stiffkey. Leaflets would be distributed to every household in Stiffkey and thereafter a public meeting would be called.

**THE MEETING CLOSED** at 8.30 pm

**DATE OF NEXT MEETING:** 10 April 1996 at 7 pm.

13 March 1996

*OR GA*  
*10/10/96*

## STIFFKEY PARISH COUNCIL

The ANNUAL PARISH MEETING was held in Stiffkey Village Hall on Wednesday 12 April 1995 at 7.00p.m.

Councillors present were: A Curtis, J Greenacre, B Butler, L Jordan, M Harrison and A Millar and also Mrs A Wootten (District Councillor)

Apologies received from Mr R Feilden

Members of the public - nil

MINUTES OF THE LAST ANNUAL PARISH MEETING of 11 May 1994 were read out by the Clerk and confirmed as a true record and duly signed by A Curtis

Financial statement. The Clerk reported there were balances of £132.99 in Barclays Community Account and £443.53 in Barclays Business Premium Account on 30 March 1995 and the financial position was discussed

It was agreed that the financial position was in order.

District Councillor, Mrs A Wootten, gave her report and thanked the Council for their cooperation in the past

The Chairman, Mr A Curtis then gave his annual report and a vote of thanks was given to Mr Curtis for his work and for the report.

Nominations were taken for the new Chairman. Mr J Greenacre proposed Mr A Curtis, Mr M Harrison seconded the proposition and it was carried unanimously

Nominations were then taken for the new Vice Chairman. Mr A Curtis proposed Mr J Greenacre, Mrs B Butler seconded the proposition and it was carried unanimously

AOB

There was a general discussion relating to parish matters

The meeting closed at 7.20 p.m.

*A. L. I.*  
*8/5/96*



SUMMARY OF STREET LIGHTING CHARGES AS AT 1ST APRIL 1996

Customer Ref. 44 9488 7439 90 /166

EASTERN GROUP plc and Stiffkey Parish Council  
SUPPLEMENTAL to AGREEMENT dated 1.4.89  
relating to Street Lighting in Stiffkey

The particulars set out on the attached schedule are included in the summary below and are agreed between the above mentioned parties for the purpose of Clause 3 of the above mentioned Agreements.

2 Time control points at 5.02 per annum	10.04	
2 Timeswitches at 0.96 per annum	1.92	
13 Thermal photocells at 0.68 per annum	8.84	
Annual charge for electricity from schedule	334.26	
Total annual charge for electricity	355.06	
<b>MONTHLY PAYMENT FOR ELECTRICITY</b>		<b>29.59</b>
Value Added Tax (if any) at the appropriate rate will be applied to all the above charges.		
<b>TOTAL MONTHLY PAYMENTS</b>		<b>29.59</b>

Dated this *1st* day of *April* 19 *96*

SIGNED on behalf Eastern Group Plc

SIGNED on behalf of the Customer

*P. G. R...*  
.....  
Business Customer Services  
Street Lighting

*M. Teilden*  
.....  
(clerk)

Lighting Installation details as at 1st April 1996  
 for Stiffkey Parish Council Ref - 44 9488 7439 90 /166

A = Total Assessed demand for period  
 E = Total charge for Electricity for period  
 M = Total Maintenance charge for period

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Lamp Ref. No.	No. of Lamps	Ltg. Period	Lamp Type/ Wattage	Assd. Demand per Lamp (watts)	Total Assd. Demand	Type of Mtce.	Mtce. Chge. Per Lamp
1	2	vii	100wT	100	0.200		

A = 0.200kW E = 36.63

2	13	x	80wMBF/U	94	1.222		
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A = 1.222kW E = 297.63

The total number of lights for the above Authority is 15  
 ANNUAL CHARGE FOR ELECTRICITY IS 334.26

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 8 May 1996 at 7.36 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) J Greenacre (Vice Chairman) A Millar B Butler, L Jordan, M Hodges, M Harrison and T Groom (District Councillor)

**APOLOGIES:** none

**PUBLIC:** two

**MINUTES OF PREVIOUS MEETING** of 10 April 1996 were taken as read were confirmed as a true record and duly signed by the Chairman but it was noted that the title 'RUPPS' in the last Minutes was inappropriate and should have been 'Heritage Walk'

### **MATTERS ARISING**

#### **NNDC STREET LIGHT MAINTENANCE**

There was a discussion on lighting charges and it was decided to keep this matter under review

#### **HERITAGE WALK**

A letter had been received from Lord Buxton with details of the new Walk, which were:

- 1) The new path links the two separated ends of the walk on the Morston Road
- 2) It is a "Permitted Path", similar to the one maintained for bait diggers, and never becomes a right of way. There is no reason why it should not be permanent, provided users respect the facility.
- 3) This public access is being registered with the County Council
- 4) The signs at both ends of the new link path are three times larger than ordered but it seemed better to use them rather than delay access
- 5) The link path will be ready this week. It will be looked after by Old Hall Farm (who maintain their section of the Heritage Walk).
- 6) The Highways Department would like posts (or a short fence with an opening for walkers) where the western arm of the Heritage Walk hits the road, to prevent parking on a dangerous bend. This is being arranged.

A vote of thanks was given to Lord Buxton for the new path.

#### **NEIGHBOURHOOD WATCH**

A report was given of the recent meeting. A Main Coordinator was needed. It was agreed the Parish Council would pay for signs, which would be approx £40.

#### **BRIDGE adjoining Council's land at Little Hill**

A letter had been received from M and F Carter thanking Mr L Jordan for producing and erecting the "Danger" notice by the bridge on their pastures. Also for very sensibly fastening the gate.

#### **MARSH BRIDGES**

Mr L Jordan reported that all the bridges had been repaired

#### **HORSE RIDING ON THE NORFOLK COAST PATH**

Letters received were discussed and it was decided to monitor the situation

#### **LITTER ON MARSH**

M Harrison was responsible for recent clearance of litter bags from Marsh

#### **TREE PLANTING**

Tree recently planted on Greenway by C Thomas.

A M C

## **OTHER AGENDA ITEMS**

### **RECYCLING**

Agreed to order paper bank

Mr Groom informed Councillors the Recycling Refuse Contract was going ahead as from April next year. There would be black sacks and also white sacks for paper, including cardboard and cans.

### **PROPOSED COMMEMORATIVE PLAQUE AT OWL COTTAGE, STIFFKEY**

A letter had been received informing the Council of the proposed fixing of a commemorative plaque at Owl Cottage, Stiffkey by The Henry Williamson Society. This was discussed

### **FINANCE**

1. Cornhill Insurance premium of £92.67 agreed and cheque signed for that amount
2. NNDC street lighting repairs/maintenance for period ending 31.3.96 of £64.52 (incl VAT) agreed and cheque signed for that amount
3. One half of the parish precept amounting to £580 had been received

### **AOB**

#### **RURAL DEVELOPMENT COUNCIL AREA AGM**

Attended by T Groom who reported he had spoken to the Rural Transport Officer who was looking for projects. Mr Groom had suggested a Mini Bus running at least twice a day and connecting coastal villages in this area and the Officer was looking into this.

### **WAR MEMORIAL**

It was pointed out that the railings needed painting. Mr V Firmage had agreed to paint the railings and it was agreed that dark green would be a good colour.

### **ENVIRONMENTAL FORUM**

This was discussed

**THE MEETING CLOSED** at 9.45 pm

**DATE OF NEXT MEETING: Wednesday 12 June 1996 at 7 pm.**

*01 LA*  
*12/6/96*

**National Association of  
Local Councils Insurance**



Please examine this Schedule and if it is not correct return it immediately to the Company

NAME OF AUTHORITY  
STIFFKEY PARISH COUNCIL

POLICY NO  
11/AC/5277811/06

NAME AND ADDRESS OF CLERK  
C/O MRS M M FEILDEN  
FLAT 1 OLD HALL  
STIFFKEY  
WELLS-NEXT-THE-SEA NORFOLK  
NR23 1QJ

ACCOUNT NO  
11/61951

RENEWABLE  
1st June

ANNUAL PREMIUM  
£92.67

BRANCH ADDRESS  
HOSKYNS HOUSE  
CHURCH STREET WEST  
WOKING  
SURREY  
GU21 2DH

TELEPHONE NUMBERS  
UNDERWRITING: 01483 736333  
CLAIMS: 01483 736385

PERIOD OF INSURANCE

AGENCY

a) from 1st June 1996  
to noon on 1st June 1997

Alexander & Alexander  
UK Limited

b) and any subsequent period for which the  
Company agrees to accept renewal premium.

THE BUSINESS  
Local Council

SECTION 1 (MANDATORY COVERS)

SUM INSURED/  
INDEMNITY LIMIT

PREMIUM

Part A - Public Liability )  
Part B - Employers Liability )  
Part C - Money )  
Part D - Fidelity Guarantee )

See Policy

£60.00

SECTION 2 (OPTIONAL COVERS)

Part A - Property Damage (see attached)  
Optional Extensions:-  
Natural Sports Ground Surfaces  
Other Surfaces

£2,243.85

£18.41

Covered  
Not Covered

Excess:- £75

Part B - Loss of Revenue

Not Covered

Part C - Officials Indemnity

Not Covered

Continued/...

PROPERTY DAMAGE ITEMS

	SUM INSURED/ INDEMNITY LIMIT
ITEM 1. BUILDINGS, INCLUDING LANDLORDS FIXTURES AND FITTINGS THEREIN AND THEREON (Scheme A). EXCLUDING PROPERTY DESCRIBED BY ITEMS 2-9.	Not Covered
ITEM 2. LAMP POSTS, STREET FURNITURE ETC. - 3 SEATS I.E.P (Scheme A) - VILLAGE SIGN (Scheme A)	£353.85 £708.75
ITEM 3. GATES AND FENCES (Scheme B)	Not Covered
ITEM 4. WAR MEMORIALS - WAR MEMORIAL (Scheme A)	£1,181.25
ITEM 5. PLAYGROUND EQUIPMENT	Not Covered
THE FOLLOWING CONTENTS IN THE BUILDINGS:	
ITEM 6. OFFICE CONTENTS, MACHINERY ETC. (Scheme A)	Not Covered
ITEM 7. MOWERS AND SIMILAR MACHINERY (Scheme A)	Not Covered
ITEM 8. SPORTS EQUIPMENT (Scheme A)	Not Covered
ITEM 9. OTHER PROPERTY (Scheme A)	Not Covered

Scheme A is All Risks. Scheme B is Impact only.  
Each Sum Insured on property is subject to Average.  
(IEP = In Equal Proportions)

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 10th April 1996 at 7pm in Stiffkey Village Hall.

**PRESENT:** A Curtis (Chairman) J Greenacre (Vice Chairman) A Millar, B Butler, L Jordan, M Hodges, M Harrison.

**APOLOGIES** T Groom

**PUBLIC:** None

**MINUTES OF PREVIOUS MEETING** of 13th March 1996 were taken as read were confirmed as a true record and duly signed by the Chairman.

### **MATTERS ARISING**

**LIGHTING** The lamp at the bottom of Hollow Lane has now been repaired.

### **RUPPS**

After the Chairman spoke with Lord Buxton it seems that there had been a misunderstanding with regard to the path. The Council will send a letter of thanks to Lord Buxton for the work he is carrying out on the path.

It was suggested that we ask Lord Buxton for a detailed position of the path. Also if it would be possible to erect some signs requesting people to use the path.

### **FLOOD COMMITTEE SEMINAR**

Unfortunately the Chairman will not be able to attend the meeting on the 18th April 1996

### **NEIGHBOURHOOD WATCH**

A meet has been arranged for 23rd April 1996 in the Village Hall at 7pm

### **REVIEW OF GOVERNING BODIES**

A letter was received regarding Wells next the Sea County Primary School, Review of Governing Bodies 1996. It was agreed by all that no one had any objections to Mrs Hiskey.

### **NCAPTC**

It was agreed by all to carry on our annual subscription of NCAPTC

### **CUTTING CRIME IN RURAL AREAS**

There is to be a seminar regarding cutting crime in rural areas on Wednesday 15th May 1996 2.30pm - 4.30pm at Council Chamber, County Hall Norwich. No one from the Council could attend at that time.

### **BRIDGE adjoining Council's land at Little Hill**

Mr and Mrs Carter have erected a 'Private' sign on the bridge, unfortunately it was vandalized soon afterwards. It has now been re-erected.

### **BLAKENEY AREA ADVISORY GROUP**

The minutes from their meeting of the 13th March 1996 had been

received.

**SEWER PIPE.**

Mark Harrison is to contact the committee for further discussions and will advise in due course.

**RIGHTS OF WAY**

Tim Lidstone-Scott commented that it was likely that the right of way would become a BOAT. (Byway open to all traffic.)

**MARSH BRIDGES**

Joe Reed commented that there had been a delay in the repair of bridges across the marsh with which Tim Lidstone-Scott concurred, commented that in future these should be more robust.

**LETTER FROM PARISHONER**

A letter had been received requesting the Parish Council to check on the legality of horse riding along from the Whirlygig to the Car Park. It was decided to send the letter to Tim Lidstone-Scott to clarify the situation.

**LITTER ON MARSH**

We were advised Mr and Mrs Thomas from Greenway picked the marsh litter up. Well Done.

Mark Harrison offered to clear the black sacks from the car park but Tim Lydstone-Scott had already been asked to do so. It was decided to leave the matter with him.

**NOTICE BOARD**

The old Parish Notice Board has been painted and positioned at the Wells Road end of Greenway. A letter of thanks to Vic Firmage and a small donation towards the cost of the paint.

**THE MEETING CLOSED AT 8.15PM**

**NEXT MEETING: 8TH MAY 1996**

*ALA*  
*8/5/96*



## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 12 June 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) A Millar B Butler, L Jordan and M Hodges also T Groom (District Councillor)

**APOLOGIES:** J Greenacre and M Harrison

**PUBLIC:** nil

**MINUTES OF PREVIOUS MEETING** of 8 May 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING**

#### **NDC STREET LIGHT MAINTENANCE**

Under review

#### **HERITAGE WALK**

Letter of thanks received from Lord Buxton

#### **NEIGHBOURHOOD WATCH**

Discussed. c/f

#### **PROPOSED COMMEMORATIVE PLAQUE AT OWL COTTAGE, STIFFKEY**

Affixed

#### **WAR MEMORIAL**

Railings around War Memorial painted by Mr V Firmage. Mr Firmage had also re-varnished all the public seats in Stiffkey. Councillors expressed their appreciation of the excellent work done and it was decided that a sum of £40 should be paid to Mr Firmage as a token of thanks.

#### **ENVIRONMENTAL FORUM**

Mr Groom informed Councillors that another meeting was pending in the near future.

#### **OTHER AGENDA MATTERS:**

##### **TRAFFIC CALMING**

Letter received from NCC enclosing copy of *Reaching the Limit* being the document issued by the Council relative to their long-term speed reduction strategy for Norfolk.

A copy of the Parish Council's letter would be sent to Norfolk Police and if they considered that there was a speeding problem it would be addressed effectively within the resources that are available to them.

Road Traffic Reduction Bill - letter received from P A Crouch of Roughton regarding increase of traffic which could double within the next 30 years and asking for the Council's support for the Road Traffic Reduction Bill which aims to reduce traffic to 1990 levels by 2000 and by 10% by 2010. Councillors agreed support of the Bill and Clerk to return tear-off slip accordingly.

#### **ADAS SURVEY OF REDUNDANT BUILDINGS IN EAST ANGLIA (Objective 5 (b) and Rural Development Areas**

Copies of survey forms sent to be passed to owners who, because of their lack of agricultural land, have not received copies. Councillors took forms to be passed to those to whom this may apply. Clerk has a few copies left.

#### **STATE OF THE NORFOLK ENVIRONMENT REPORT - Parish Initiatives Survey**

Letter received from NCC enclosing questionnaire providing information on wildlife and countryside schemes that the parish council may be organising or are being organised by the local community

12 June 1996

within the parish to be used by the County Council in the preparation of a State of the Norfolk Environment Report which would be used with the objective of putting the United Nations Earth Summit in Rio de Janeiro in 1992 recommendations into practice in this country. Questionnaire completed by Councillors

**PLANNING:**

The following were considered by Councillors:

- (i) Ref 960692 PF Demolition of existing conservatory and erection of new larger conservatory at Namadene Hollow Lane Wells Road Stiffkey. Councillors had no objection
- (ii) Plans (for Council's information) and copy of Decision Notice - erection of general purpose agricultural storage building at Vale Farm
- (iii) Ref 960308 PF Erection of timber stable block on grazing land, Wells Road, Stiffkey - Mr Groom to investigate further

**AOB**

**TRAFFIC SPEEDING and ACCIDENTS in STIFFKEY**

This was discussed and the Clerk was asked to write and ask for details of flashing 30 mph signs as recently erected in Mill Road Wells and which apparently were working well. Also notices to be put up asking people to either tell Police of any accidents in Stiffkey or report them to the Clerk. Recent accidents for the Clerk to report to police were:

- (i) Accident between a tractor and car
- (ii) Car overtook another car on bend at entrance to Greenway and pedestrian had to go up the hedge
- (iii) Van overturned at the bottom of Greenway junction

**THE MEETING CLOSED** at 9.45 pm

**DATE OF NEXT MEETING: Wednesday 10 July 1996 at 7 pm.**

*OLJA*  
*10/7/96*

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 10 July 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) A Millar M Harrison, L Jordan

**APOLOGIES:** J Greenacre, M Hodges, B Butler (Councillors) and T Groom (District Councillor)

**PUBLIC:** nil

**MINUTES OF PREVIOUS MEETING** of 12 June 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING NNDK STREET LIGHT MAINTENANCE**

Under review

### **NEIGHBOURHOOD WATCH**

The Area Coordinator is Mrs M Gerrard. A report on a recent meeting was given by the Chairman.

### **TRAFFIC CALMING**

Waiting for reply to letter re: flashing 30 mph sign

### **OTHER AGENDA ITEMS:**

#### **PLANNING:**

Councillors examined planning application for use of site at The Barn, Greenway, Stiffkey for shellfish processing-retrospective and instal mussel purification unit in existing building and saltwater storage tank adjacent to it. Council had no objection

#### **DOG FOULING**

Letter received from M A Smith, Town Clerk, Wells-next-the-Sea Town Council stating they were trying to combat the problem of Dog Fouling in the town. Consequently they had arranged with the Royal Mail to have a leaflet put through everyones' door in regard to the matter. The leaflets would be delivered from the week beginning 8 July 1996 and as Stiffkey falls into the NR23 area it would also include the village.

#### **NORTH NORFOLK LOCAL ENVIRONMENT AGENCY PLAN SUMMARY CONSULTATION REPORT**

Letter received from Environment Agency enclosing a Summary Consultation Report and asking the Council to comment on the Consultation Report. The Report was taken by the Chairman to be passed around Councillors.

#### **FINANCE**

Cheques signed for: £40 - V Firmage (towards public seat and War Memorial railings painting) £300 - M Feilden (Clerk's annual salary)

#### **AOB**

#### **SUMMER CLEARANCE WORK**

Letter received from Lord Buxton informing Council of clearance work he intended to put into action during summer on meadow between the coast road and the sea wall at White Bridges - in partnership with English Nature and with the approval of NRA (now Environmental Agency) and numerous other Bodies.

**DATE OF NEXT MEETING: Wednesday 11 September 1996 at 7 pm.**

10 July 1996



## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 11 September 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) B Butler and L Jordan also T Groom (District Councillor)

**APOLOGIES:** J Greenacre

**PUBLIC:** nil

**MINUTES OF PREVIOUS MEETING** of 10 July 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

It was agreed that the Council would send their best wishes to J Greenacre for a speedy recovery

### **MATTERS ARISING FROM MINUTES NNDC STREET LIGHT MAINTENANCE**

T Groom to look into Council's Contract

### **NEIGHBOURHOOD WATCH**

Now registered. Signs to be erected on posts.

### **TRAFFIC CALMING**

Letter received from NCC regarding flashing 30mph sign requested by Parish Council stating:  
"The sign you refer to on the A149 at Wells-next-the-Sea is one of six under trial in the County. The trial required approval from the Secretary of State for Transport and is being monitored by the national Transport Research Laboratory. The signs use new fibre optic technology and are activated by a radar system that registers vehicles exceeding the speed limit. I agree with your Councillors that the signs are proving to be very effective and I hope that by next year I will be in a position to extend their use at other locations in the County where there is a poor record of drivers complying with speed limits. The typical cost of installing one of these signs is about £6,000 which includes the necessary cost of traffic monitoring and local publicity campaigns associated with its use.

The new County Council speed reduction strategy - "Reaching the Limit" - seeks to establish panels of associated groups of towns and parishes to assist in determining where available resources for lower cost speed reduction initiatives may best be directed. The structure of such panels and how they will operate is now being developed and I anticipate that these will start to be implemented next year. These panels will present an opportunity for parishes to work in partnership with the County Council. As at present funding for speed reduction measures would be provided by central government, via the highway authority, but the panels may also be able to consider requests from parish councils that may wish to offer additional funding.

I hope you find this information helpful and if you would like to discuss this matter further please contact Neil Mayhew from my Policy Division on 01603-222224."

The above letter was discussed and Mr Groom said that Mr Mayhew had said he would attend a meeting of the Parish Council. It was decided the Clerk should invite Mr Mayhew to come to a Parish Council Meeting and to ask him if he would be prepared to come to a Public Meeting at his convenience.

### **FINANCE**

EE - £31.96 - energy charge (£29.59 energy + £2.37 VAT reclaimable) paid by STO

A Curtis - petrol for mower - £3

Home Watch - 3 posts (as previously agreed) £45

**Precept** agreed for 1997/98 at £1500

### **AOB**

11 September 1996

A.M.C.

### **PLANNING MOBILE ADVICE UNIT - WELLS-NEXT-THE-SEA**

Advance notice from NNDC to say the advice unit was visiting Wells again on 27 September 1996 by popular demand.

### **MILLENNIUM PROJECT**

Questionnaire in respect of new millennium bid.

### **ENVIRONMENT AGENCY CUSTOMER CHARTER**

Letter from Environment Agency stating that the new Environment Agency for England and Wales brings together the National Rivers Authority, Her Majesty's Inspectorate of Pollution, local Waste Regulation Authorities and some parts of the Department of the Environment into one new organisation, charged with protecting and enhancing the environment in an integrated way. Also sending Customer Charter booklet.

### **TOWN AND PARISH COUNCIL TRIAL CONSULTATION PROCEDURE TELECOMMUNICATION DEVELOPMENT**

**PRIOR APPROVAL APPLICATIONS** - Under Part 24 of the Town and Country Planning (General Permitted Development) Order 1995 (GPDO) planning permission is not required for the installation of the smaller scale types of telecommunications equipment on private land by certain licensed operators.

However, before it is possible to make use of permitted development rights for certain types of installations, the code system operators are required by a condition of the GPDO to apply to the Local Planning Authority for a determination as to whether their prior approval is required for the siting and appearance of the proposed development.

The Local Planning Authority has just 28 days to make a decision and notify the operator of its determination. This period starts as soon as it receives the operator's application. There is no power to extend the 28-day period and therefore if no decision is reached within this period the development may proceed in accordance with details submitted.

Under the Prior Approval procedure the Chief Planning Officer currently has delegated powers to determine whether or not prior approval is required, to conduct negotiations and to achieve amendments to proposals.

There is no statutory requirement for publicity although the Department of the Environment encourages publicity for prior approval applications. There is also no provision made in the legislation for notifying or consulting Town or Parish Councils.

The obligation to deal with the Prior Approval applications within the 28-day period allows very little time to deal with any objections. members at Development Committee recognised that it was not practical to advertise the proposal, but agreed that consultation with Town and Parish Councils should take place requiring a response within seven days.

It was also agreed that if the views of the Town and Parish Council differed from those of the case officer the decision would be made by the Chief Planning Officer (or in his absence by the Assistant Chief Planning Officer) following consultation with the Chairman of the relevant Subcommittee and the local District Councillor(s).

I would add that any additional or amended plans submitted under these procedures will be sent to your Council for information purposes.

A trial period of six months for the new consultation procedure will commence on 1st August 1996 from when Town and Parish Councils will be notified of all new prior approval applications. This will enable us to assess whether the procedure works and is of benefit.

### **CREATION OF WETLANDS AND POOLS AT WHITE BRIDGES, STIFFKEY**

Letter from NNDC (for information purposes) to inform Council of decision under Town and County Planning Act 1990 that the above was to proceed

### **RUPPS**

These were discussed

**DATE OF NEXT MEETING: Wednesday 9 October 1996 at 7 pm.**

11 September 1996

  
9/10/96

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 9 October 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) B Butler, A Millar, L Jordan, M Hodges and M Harrison

**APOLOGIES:** J Greenacre and T Groom (District Councillor)

**PUBLIC:** nil

**MINUTES OF PREVIOUS MEETING** of 11 September 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING FROM MINUTES NNDC STREET LIGHT MAINTENANCE**

c/f

### **NEIGHBOURHOOD WATCH**

Signs had been erected and a meeting was to be called.

### **TRAFFIC CALMING**

The Clerk reported a telephone conversation she had with Mr Mayhew who didn't want to come to a meeting but referred her to the new County Council speed reduction strategy - 'Reaching the Limit' which seeks to establish panels of associated groups of towns and parishes to assist in determining where available resources for lower cost speed reduction initiatives may best be directed. The structure of such panels and how they will operate is now being developed and it is anticipated that they will start to be implemented next year.. A Mr Elliott was to contact her about the matter but as yet she had not spoken to him.

The Chairman reported Mr Groom was going to speak with Mr Mayhew

### **PLANNING**

Planning Application and Application for Listed Building consent re: installation of Velux window at 2 Warborough Place were examined by Councillors who had no objection to the applications.

### **AOB**

#### **HIGHWAYS**

The following matters were reported:

- (i) There was a blocked drain opposite Birkbeck House, Wells Road, Stiffkey. Clerk to write to Dept. of Planning and Transportation and ask them to clear out the drain and also suggest the pipe used for the drain is replaced by a bigger one.
- (ii) Sludge traps on Bridge Street needed clearing out. Clerk to report the matter to Dept. of Planning and Transportation.

Also letter from Lord Buxton to keep the Parish Council informed that the County Council have made up the verge at White Bridges in the interests of safety. This was solely the responsibility of the County Council although they had asked Lord Buxton if they could use the soil which was available at the site nearby.

### **CORPORATE DEVELOPMENT DEPARTMENT**

Letter from NNDC stating that as from 1st September 1996 there would be a new Department at NNDC called the 'Corporate Development Department' which would be responsible for Economic & Community Development Unit: This Unit will be responsible for economic development in its widest sense.

Estates & Facility Management Unit: This Unit will undertake valuation work. Hopefully it will also

9 October 1996

A. M. C.

move towards responsibility for the management of the Council's property assets and facilities management (excluding Housing) Although this is the subject of further debate.

Tourism & Leisure Services Unit: A comprehensive service providing strategy policy and day to day management of leisure and tourism facilities.

Information Technology / Information Systems Unit: Provision of the Council's internal services in this respect.

Media and Communications Unit: Responsible for the Council's publicity and promotional activities, together with enhancing communications between the Council and community of North Norfolk.

#### **INTERNET**

Letter from NNDC requesting Clerk's permission for her name to be placed on the North Norfolk Parish Clerk list along with a brief description of the functions of parish councils and for the information to be available on the Internet. The Clerk had no objection.

#### **FINANCE**

STO paid from Barclays Bank Community Account £31.96 in October

2nd instalment of Parish Precept amounting to £580 paid directly into Barclays Bank Community Account.

A cheque for £45 for Neighbourhood Watch as previously agreed had been signed during the last month and presented to those concerned.

#### **WEATHER VANE**

Mr L Jordan expressed his appreciation of the new weather vane which had been made by Mr R Feilden and erected by him on top of Stiffkey Parish Church tower. The Clerk to congratulate Mr Feilden and thank him for the erection of the vane.

#### **STIFFKEY NEWS**

The next edition would be circulated soon.

#### **HYMN**

The Parish Council had been requested by Stiffkey PCC to choose a Hymn for a Service at the Church. Councillors to 'think about it.'

#### **RESIGNATION**

Having recently moved from Stiffkey, Mrs A Millar regretfully tendered her resignation as Parish Councillor.

**DATE OF NEXT MEETING: Wednesday 13 November 1996 at 7 pm.**

*97 Oct*  
*13/11/96*

## STIFFKEY PARISH COUNCIL

a meeting was held on Wednesday 13 November 1996 at 7.00 p.m. in Stiffkey Village Hall

**PRESENT:** A Curtis (Chairman) B Butler, L Jordan, M Hodges and M Harrison

**APOLOGIES:** J Greenacre and T Groom (District Councillor)

**PUBLIC:** nil

**MINUTES OF PREVIOUS MEETING** of 9 October 1996 were taken as read were confirmed as a true record and duly signed by the Chairman

### **MATTERS ARISING FROM MINUTES NNDC STREET LIGHT MAINTENANCE**

c/f

It was reported the light on Church Knoll was off

### **HIGHWAYS**

Letter from NCC stating the Highway Technician for Stiffkey would investigate the matter raised when next carrying out normal inspections in the Parish

### **INTERNET**

Letter from NNDC stating that due to the number of respondents who were against having their details placed on the Internet, details of parish clerks in North Norfolk would not be placed on the Internet although details of the number of parishes and a brief description of the functions of parish councils would appear.

### **FINANCE**

STO paid from Barclays Bank Community Account £31.96 in November for electricity (energy)  
It was agreed that cheques of £50 each be sent to Stiffkey PCC for churchyard maintenance and Stiffkey Village Hall for rent. Cheque signed for £15, being £11.75 for one Poppy Wreath and the rest a donation to The Royal British Legion.

### **HYMN**

c/f

### **RESIGNATION**

Although Mrs Miller verbally resigned at the last meeting, her resignation had not been received in writing, so there was no vacancy.

### **BOTTLE BANK**

This was discussed. Clerk to ask the Red Lion if they would have one sited in the car park there.

### **OTHER AGENDA MATTERS**

#### **WELLS & DISTRICT PENSIONERS' ASSOCIATION**

Letter received enquiring whether the Council could make a donation towards their funds. After discussion it was decided not to make a donation.

#### **WELLS-NEXT-THE-SEA C. PRIMARY SCHOOL MINOR AUTHORITY GOVERNOR VACANCY**

Due to the resignation of Mrs C E Hiskey a vacancy had arisen

### **AOB**

#### **PLANNING**

Permission for change of use of existing garage for mussel purification including installation of mussel purification plant and salt water reservoir at 28 Rose Cottage, Bridge Street, Stiffkey had been

13 November 1996



granted.

**BEST KEPT VILLAGE COMPETITION**

The results had been received and would be placed on the notice board

**HIGHWAYS**

Clerk to write to NCC drawing their notice to the fact that water is now being trapped on the road at the site at White Bridges where the verges have recently been made up.

**KELLING HOSPITAL**

Fears of closure of Kelling Hospital were discussed. It was decided to wait to see how matters progressed.

**THE MEETING CLOSED** at 8.10p.m.

**DATE OF NEXT MEETING:** Wednesday 11 December 1996 at 7 pm.

*J. L. A.*  
*11/12/96*