

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on
Tuesday 26 September 2023 at 8 pm**

Present: *Councillors J. Sartorel (Chairman); J. Anderson; K. Baker; G. Bello; D. Bragg; K. Charles Bey; J. Cheng; D. Errawalla; M. Firmager; K. Gilder; L. Guttridge; M. Holmes; R. Horskins; C. Jewell; M. Kennedy; V. Lewis; P. Singh; A. Swaddle; J. Taylor*

Officers present: *K. Murray, Deputy Town Clerk; A. Basra, Finance Manager; M. Filmore, Committee Officer*

Also present: *Cllr B. Rowland (Virtual Attendance)
1 member of the public*

40. *A maximum of 30 minutes was set aside before the start of the meeting for members of the public to pose questions to the Council in the Town Forum. As there were no members of the public wishing to address the Council the Town Forum did not take place.*

41. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors Chadwick, Edwards, Nagra, Rowland, Smith and Soane. Councillor Rowland advised she would attend virtually.

42. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

43. **MINUTES OF COUNCIL MEETING HELD ON 27 JUNE 2023**

The Town Mayor presented the minutes of the Council meeting held on 27 June 2023.

RESOLVED:

- ◆ To approve the minutes of the Council meeting held on 27 June 2023 and that they be signed by the Mayor as a correct record.

Voting: For: 18 Against: 0 Abstentions: 0 No Vote Registered: 1

44. **COMMITTEE REPORTS**

44.1 **Minutes of the Planning & Community Committee: 25 July 2023**

Councillor Horskins presented the minutes of the Planning & Community Committee meeting held on 25 July 2023.

RESOLVED:

- ◆ To note the minutes of the Planning & Community Committee meeting held on 25 July 2023.

44.2 **Minutes of the Extraordinary Strategy & Resources Committee: 27 July 2023**

Councillor Baker presented the minutes of the extraordinary Strategy & Resources Committee meeting held on 27 July 2023.

RESOLVED:

- ◆ To note the minutes of the extraordinary Strategy & Resources Committee meeting held on 27 July 2023.

44.3 **Minutes of the Planning & Community Committee: 29 August 2023**

Councillor Horskins presented the minutes of the Planning & Community Committee meeting held on 29 August 2023.

Minute 66: Highways Issues

Members noted that a request had been made to write to the local MPs regarding the issue of e-scooters in the area. The Committee Officer confirmed Mrs May and Mr Rodda had been written to, but no response had been received. Members requested this be chased up.

Councillor Rowland advised that she would cease attending the meeting virtually as the sound quality was not good enough.

RESOLVED:

- ◆ To note the minutes of the Planning & Community Committee meeting held on 29 August 2023.

44.4 **Minutes of the Leisure Services Committee: 5 September 2023**

Councillor Firmager presented the minutes of the Leisure Services Committee meeting held on 5 September 2023.

RESOLVED:

- ◆ To note the minutes of the Leisure Services Committee meeting held on 5 September 2023.

44.5 **Minutes of the Strategy & Resources Committee: 12 September 2023**

Councillor Baker presented the minutes of the Strategy & Resources Committee meeting held on 12 September 2023.

Minute 31: Youth Support Service Grant Guidelines

Councillor Baker praised the quality of the new Youth Grant guidelines which had been produced, and thanked Officers for their work. He advised all Members that the grants should be promoted widely.

A query was raised as to why the Youth Grant was targeted at organisations supporting children aged 21 and under, and not 18 and under. Councillor Baker advised that it was difficult to define the age limit, and people would have different views, but the Committee felt it better to set the limit at those up to 21, and noted that this could be reviewed by the Leisure Services Committee if grants were to be awarded next year.

RESOLVED:

- ◆ To note the minutes of the Strategy & Resources Committee meeting held on 12 September 2023.

44.6 **Minutes of the Planning & Community Committee: 19 September 2023**

Councillor Horskins presented the minutes of the Planning & Community Committee meeting held on 19 September 2023.

Minute 76: Telecommunications Notification

In relation to the proposed telecommunications mast installation at Loddon Vale Surgery, Members noted that Borough Councillors, and at least one resident themselves, had been delivering notes to addresses in the vicinity to ensure they were aware of the proposal.

Minutes 78: General Transportation Matters

Councillor Horskins advised Members that the intention of disbanding the Cycling in Woodley Sub Committee was to bring the matter back in house for the entire Committee to take responsibility for. He highlighted that Councillor Jewell had been asked to draft a Cycling Strategy to be brought to the next Committee meeting for discussion. Councillor Jewell confirmed she had drafted strategy wording, but that she felt there would be no progress as the matter needed leadership and discussion from people who are interested in cycling. Councillor Horskins responded to say he hoped, by bringing the matter back under Planning & Community, the Committee would provide leadership, and that he had asked Councillor Jewell to lead on drafting of the strategy due to her being passionate about the subject.

RESOLVED:

- ◆ To note the minutes of the Planning & Community Committee meeting held on 19 September 2023.

45. **GDPR UPDATE**

Members noted the updated document, as highlighted in the agenda, and that, from 1 January the intention was for Council Officers to direct correspondence to Town Councillor's formal Woodley Town Council email addresses, to aid the security of personal and confidential data.

Following a query regarding the security of the Council's email system, a previous warning messages received when trying to access the system on certain devices, the Deputy Town Clerk confirmed that the system was a secure mail server, procured through a government initiative.

Following a query as to restricting Councillor's emails to the Council's mail system only, noting that Councillors correspond with residents on personal addresses, the Deputy Town Clerk confirmed that Members are able to act as they see fit, but the purpose of including this in the Data Protection Policy was to ensure the Council is taking reasonable steps to ensure the security of the personal data which it processes, especially where personal or confidential data is being sent from Officers to Councillors. He also advised that Freedom of Information requests would cover information held on Councillor's emails, and so maintaining that data in one system makes it easier to respond to such requests.

A suggestion was made that Councillor should be required to undertake an annual online data protection course. The Deputy Town Clerk confirmed this was already available through the Council and that he would send details out to Councillors.

RESOLVED:

- ◆ To note the following updated or new Council policies and protocols:
 - General Data Privacy Notice
 - Data Protection Policy
 - General Data Privacy Notice for Staff & Councillors
 - Personal Data Audit
 - Information Security Policy

46. **AUDIT 2022/23**

The Deputy Town Clerk presented the audited Annual Governance and Accountability Return for 2022/23.

In response to a comment that the notice of conclusion of audit only makes reference to the process by which individuals can request a hard copy for a fee of 60p, the Deputy Town Clerk confirmed this was based on a template but that the Council would review adding reference to the distribution of electronic copies for free in future.

RESOLVED:

- ◆ To receive the external auditor's opinion on the audit of the 2022/23 Annual Governance and Accountability Return.

Voting: For: 18 Against: 0 Abstentions: 0 No Vote Registered: 1

- ◆ To adopt the audited Annual Governance and Accountability Return for 2022/23.

Voting: For: 18 Against: 0 Abstentions: 0 No Vote Registered: 1

- ◆ To note that the of Conclusion of Audit had been displayed on public noticeboards at the Oakwood Centre and on the Council's website from 21 September 2023.

47. **LEADER'S STATEMENT**

Councillor Baker, as Leader of the Council, advised Members that he wished to remind Councillors to send apologies in advance of meetings when they are unable to attend.

48. **WOODLEY BOWLING CLUB**

The Deputy Town Clerk presented the request from Woodley Bowling Club regarding the placement of advertising signage at the bowls club and green.

RESOLVED:

- ◆ To approve the placement of advertising at Woodley Bowling Club, as follows:
 - Display a sign, banner or board approx. 1m x 50m on the Bowling Club notice board, facing the bowls club.
 - Display a limited amount of other signs, banners or boards either on the Club House wall or on the external fencing; any advertising on external fencing would face internally to the bowls club.
 - Put a display board or banner outside the bowling green or on the perimeter fence, advertising 'Woodley Bowling Club'.
 - Display a temporary banner or sign prior to advertise a Bowling Club event, such as an Open Day or May Fayre.

Voting: For: 18 Against: 0 Abstentions: 0 No Vote Registered: 1

49. **OUTSIDE BODIES**

Members noted the reports provided by appointed Town Council representatives to outside bodies, as included in the agenda. It was noted that further reports had been received from Councillors Kennedy and Bragg after the agenda had been published, with copies provided to Members at the meeting.

It was noted that, in Councillor Kennedy's report regarding the Wokingham Borough Council Parish Liaison Forum, the Leader of Wokingham Borough Council had advised that funding raised from increased car parking charges would go to fund social care activities, which was contrary to the advice received from a Wokingham Borough Council Officer at a previous Planning & Community Committee meeting that the money would be spent on highways activities, as required by legislation.

It was commented that the wording from the Leader wasn't clear, but that it was understood that income relating to car parking charges was indeed ring fenced for highways projects, but that increased charges would mean funding would not need to be diverted from other Council budgets, such as social care, to support any highways funding deficit.

RESOLVED:

- ◆ To note the written reports from Town Council representatives on outside bodies provided to Members at the meeting, and included at **APPENDIX A**.

50. **TOWN MAYOR'S ENGAGEMENTS**

Members noted the details of the events which the Town Mayor and the Deputy Town Mayor had attended since the last Full Council meeting, as provided in the agenda.

51. **FUTURE AGENDA ITEMS**

Following the issues regarding the sound quality of the Council's meeting broadcast raised by Councillor Rowland earlier in the meeting, the Deputy Town Clerk confirmed he would review this and bring to a future meeting of the appropriate Committee where appropriate.

It was suggested that the Council should consider raising the profile of anti-social behaviour by bringing together interested parties, such as the Police Crime Commissioner, Thames Valley Police, Wokingham Borough Council's Anti-Social Behaviour team, and residents, and holding a meeting to discuss the matter. Members also discussed whether it would be beneficial to go out and talk to young people to raise the matter, including the possibility of visiting schools. It was suggested the Council may be best to consider what it wishes to achieve from these discussions, and then to design a suitable process. It was also noted that anti-social behaviour was not just seen amongst children and young people, but some adults as well.

Following a discussion, it was agreed to start this process by inviting a member of Wokingham Borough Council's Anti-Social Behaviour team to a future meeting of Full Council to provide information on the reports they receive and action they take in responding to and preventing anti-social behaviour.

52. **PUBLICITY & WEBSITE**

Concern was raised that the Council's new Youth Grant had not been publicised on social media yet. Members were encouraged to publicise the grant to help ensure the £30k budgeted grant fund would be spent. It was also requested that all Councillors be receive a copy of all press releases at the time of publication, for their information.

[C.O. Note: Social media posts publicising the new Youth Grants were published on Monday 25 September 2023]

53. **EXCLUSION OF PUBLIC AND PRESS**

RESOLVED:

- ◆ That in view of the confidential nature of the business about to be transacted in relation to personnel matters, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda items.

Voting: For: 18 Against: 0 Abstentions: 0 No Vote Recorded: 1

54. **TOWN CLERK RECRUITMENT**

Members noted that a robust, due process had taken place with regards to the recruitment to the vacant Town Clerk position, and expressed their thanks to all involved in the process.

RESOLVED:

- ◆ To note report of the Personnel Sub Committee meeting which took place on 26 September 2023, as circulated to Members via email prior to the meeting, and presented in hard copy to those in attendance at the meeting.
- ◆ To approve the recruitment of Kevin Murray to the position of Town Clerk.
- ◆ To approve the appointment on the spinal column point as recommended in the report of the Personnel Sub Committee meeting held on 26 September 2023.

Voting: For: 19 Against: 0 Abstentions: 0 No Vote Recorded: 0

Meeting closed at 9:20 pm

REPORTS FROM TOWN COUNCIL REPRESENTATIVES TO OUTSIDE BODIES

OUTSIDE BODY	APPOINTED REPRESENTATIVE/S	REPORT PROVIDED	PAGE
ARC	Cllr K. Gilder	Yes	1
	Mrs S. Flower	Yes	2
Citizens Advice Wokingham	Cllr V. Lewis	No	-
Friends of Woodford Park Committee	Cllr B. Soane	No	-
Highwood Management Conference	Cllr K. Gilder	Yes	3
	Cllr M. Holmes	No	-
Keep Mobile	Cllr L. Guttridge	No	-
Poor's Land Charity	Cllr M. Holmes	No	-
	Cllr K. Gilder	Yes	4
	Cllr J. Cheng	No	-
	Mrs S. Flower	Yes	5
ReadiBus	Mr A. Heap	No	-
Robert Palmer's Almshouse Charity	Cllr D. Bragg	Yes	10
Sonning & District Welfare & Education Trust	Cllr D. Smith	No	-
Wokingham Borough Council Climate Emergency Working Group	Cllr Y. Edwards	No	-
Wokingham Borough/Parish Liaison Forum	Cllr M. Kennedy	Yes	7
Woodley Bowling Club Management Committee	Cllr K. Gilder	Yes	6
Woodley Volunteer Centre	Cllr M. Kennedy	Yes	9

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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	ARC
Name of Councillor	Kay Gilder
Capacity appointed; e.g. trustee, director, observer etc	Unknown – Outside Rep
Number of formal meetings held / invited to	0 invited to
Number of formal meetings attended	N/A
Reasons for not attending (if below 50%)	N/A
Please give a brief overview of the Outside Body for Members:	
<p>ARC is an organisation that offers a confidential counselling service. They offer this service to anyone who needs counselling, young or old, in a warm, comfortable and safe environment.</p> <p>The service is confidential and all counsellors at ARC are volunteers.</p>	
Please give a brief synopsis of the Outside Body's activities since the last report:	
Unknown – no meetings	
Please provide any additional information that fellow Members might find useful:	

Councillor:	Kay Gilder	Dated:	19/09/2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	ARC
Name of Councillor / Rep	Shelagh Flower
Capacity appointed; e.g. trustee, director, observer etc	Trustee
Number of formal meetings held / invited to	Since May 2023 - 3 meetings
Number of formal meetings attended	2 (unable to attend AGM)
Reasons for not attending (if below 50%)	N/A
Please give a brief overview of the Outside Body for Members:	
<p>ARC is an Adult and Youth Counselling Service based in Wokingham, it also offers support within schools and some GP surgeries. It has a regular surgery at the Oakwood Centre. Training and support is also offered to families and teachers.</p>	
Please give a brief synopsis of the Outside Body's activities since the last report:	
<p>There has been an increase in demand for both young people and adult counselling. For the adults, the presenting issues are often financially based putting pressure on the families and subsequently on both couple and family relationships. For young people the priorities are anxiety, leading to less confidence and self-esteem other issues are eating related. Young people appear less resilient and therefore unable to deal with life. ARC is going to put on a Suicide awareness workshop for secondary school pupils and their parents as there is an increase in suicidal thoughts.</p> <p>There is a full complement of Counsellors in place which helps reduce the waiting list to manageable levels.</p> <p>A new 7 year lease with WBC for the premises ARC occupies has been agreed and will be signed imminently.</p>	
Please provide any additional information that fellow Members might find useful:	

Councillor / Rep	Shelagh Flower	Dated:	19th September 2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Highwood Management Conference
Name of Councillor	Kay Gilder
Capacity appointed; e.g. trustee, director, observer etc	Chairman
Number of formal meetings held / invited to	1
Number of formal meetings attended	1
Reasons for not attending (if below 50%)	N/A
Please give a brief overview of the Outside Body for Members:	
Look after the Highwood and Southlake wooded areas. Make sure they are planned and maintained properly.	
Please give a brief synopsis of the Outside Body's activities since the last report:	
Cleared ditches between Kingfisher Drive & woods. Incorporated the pond from the Reading University, behind Highwood School – this will take a lot of work in the future; being done by Dinton Pastures staff.	
Please provide any additional information that fellow Members might find useful:	

Councillor:	Kay Gilder	Dated:	19/09/2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Poor's Land Charity
Name of Councillor	Kay Gilder
Capacity appointed; e.g. trustee, director, observer etc	Trustee
Number of formal meetings held / invited to	3
Number of formal meetings attended	3
Reasons for not attending (if below 50%)	N/A
Please give a brief overview of the Outside Body for Members:	
Looking after local flats and dwellings; 18 flats and a number of houses. For the poor people of Woodley. Give hardship grants out to Woodley residents.	
Please give a brief synopsis of the Outside Body's activities since the last report:	
No flats to let, but looking for new treasurer because the old treasurer is leaving in the new year. Attending a coffee morning Friday (last week), we celebrated 92 yo birthday. Also had a new darts board put into the community room, residents are really happy. Legionnaires checks in a proportion of the dwellings.	
Please provide any additional information that fellow Members might find useful:	

Councillor:	Kay Gilder	Dated:	19/09/2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Poor's Land Charity
Name of Councillor / Rep	Shelagh Flower
Capacity appointed; e.g. trustee, director, observer etc	Trustee
Number of formal meetings held / invited to	3
Number of formal meetings attended	1
Reasons for not attending (if below 50%)	Regular Monday child care commitment and holiday
Please give a brief overview of the Outside Body for Members:	
<p>Alms houses for people in need from designated areas including Woodley, Sandford and Charvil.</p> <p>It also offers financial assistance to people in need via its Relief in Need fund.</p>	
Please give a brief synopsis of the Outside Body's activities since the last report:	
<p>Ongoing discussions re Maintenance and upkeep of property to ensure it remains safe and suitable for residents. i.e. internal and external. Discussions also regarding renewal of heating contract (involving Cllr Darren Smith). There are always discussions around meeting the various residents ever changing needs. Regular coffee mornings are arranged to facilitate communication. Requests to Relief in Need fund are also discussed as to whether appropriate for Charity to support.</p>	
Please provide any additional information that fellow Members might find useful:	
<p>There are usually monthly meetings with regular outside of the meetings.</p>	

Councillor / Rep:	Shelagh Flower	Dated:	19th September 2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Woodley Bowling Club
Name of Councillor	Kay Gilder
Capacity appointed; e.g. trustee, director, observer etc	On the management committee
Number of formal meetings held / invited to	1
Number of formal meetings attended	0
Reasons for not attending (if below 50%)	Clashed with Leisure Services
Please give a brief overview of the Outside Body for Members:	
Management committee for Woodley Bowling Club (on Woodford Park); provides oversight of the management of the club and Members, and the public rink.	
Please give a brief synopsis of the Outside Body's activities since the last report:	
None – didn't attend meeting	
Please provide any additional information that fellow Members might find useful:	
None	

Councillor:	Kay Gilder	Dated:	19/09/2023
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Wokingham Borough Council Parish Liaison Forum.
Name of Councillor / Rep	Cllr. Mike Kennedy
Capacity appointed; e.g. trustee, director, observer etc	Town Council's appointed representative
Number of formal meetings held / invited to	1
Number of formal meetings attended	1
Reasons for not attending (if below 50%)	
Please give a brief overview of the Outside Body for Members:	
Meetings are held quarterly between representatives from the Borough Council and Town and Parish Councils.	
Please give a brief synopsis of the Outside Body's activities since the last report:	
<p>At the meeting of the Forum held on 26 July 2023 I asked the following written questions:</p> <ol style="list-style-type: none"> 1) How does the Council intend spending the additional £1m from car park revenue over the next 3 years? 2) How often will the Council monitor car park usage following the recent price increases? 3) What measures will the Council take to ensure CityFibre properly reinstates the highway and verges after installations have taken place? 4) What steps does the Council take to ensure it monitors the service contracts for road sweeping and grass cutting including litter picking beforehand? 5) The decision to remove litter bins from service and reduce the frequency in the emptying of others was taking without due process being followed. This is the second time this has happened, the other being the food caddy waste bin liners. Why are Officers allowing Councillors to implement these policy changes without following correct procedures? <p>I was not impressed with the answers! Neither the Leader of the Council who was in attendance, nor the senior officers fully addressed the first question. Disappointingly, all Highways and Transportation Officers appeared by zoom video conferencing</p>	

which I struggled to hear most of the time as they whizzed through their slick PowerPoint presentations.

However, the Leader openly admitted that the additional income from car parking which this Council had previously challenged would be applied towards children and adult social care!

Although now well documented in the media, the Leader admitted to, in his words, "a catastrophic error was made" on litter bins and what constitutes a "key decision" and that "due process was not followed". Councillor Conway confirmed that the contractors were given the green light to cover up the bins but were later instructed to removed then! He said there were lessons to be learnt across the Council and that he would be reviewing all processes to ensure these kinds of mistakes are not repeated.

There were lengthy and at times quite tedious PowerPoint presentations from numerous officers whose names I didn't catch on Highways and Transport issues, a report from Sally Watkins on the new WBC website and an admission that there are snagging issues, and an update on the Council's developing new Community Vision and its plans to improve partnership working with town and parish councils, something I recall from my former days Principal Councils have explored decades ago! A promise that Parish and Town Clerks would be invited to participate in their new extended corporate leadership teams was also revealed.

Please provide any additional information that fellow Members might find useful:	
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Councillor / Rep:	Mike Kennedy	Dated:	25/9/23
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OUTSIDE BODY REPRESENTATIVE'S FEEDBACK FORM



MUNICIPAL YEAR: 2023/24

This feedback report will be provided to Members at the next Full Council meeting

Name of Outside Body	Woodley Volunteer Centre
Name of Councillor / Rep	Cllr. Mike Kennedy
Capacity appointed; e.g. trustee, director, observer etc	Town Council's Appointed representative
Number of formal meetings held / invited to	AGM 26 June 2023
Number of formal meetings attended	0
Reasons for not attending (if below 50%)	Unable to attend the AGM as the meeting clashed with the Councillor Fundamentals Training Day which took place that same evening.
Please give a brief overview of the Outside Body for Members:	
Woodley Volunteer Centre was set up in 1982 and evolved from a Good Neighbours Scheme. Originally, volunteers provided support to Woodley residents in a variety of ways such as gardening, DIY, and shopping but now their focus is purely on transporting clients to their medical appointments. Woodley Volunteer Centre receives an annual grant from Wokingham Borough Council (WBC) of £1,750. Clients are able to use their bus passes issued to them by WBC in payment of all medical jobs undertaken. Drivers are reimbursed 50p per mile for their services.	
Please give a brief synopsis of the Outside Body's activities since the last report:	
There has been no further meeting of Woodley Volunteer Centre since their AGM. While there is nothing new to report, my fellow Councillors may be interested to learn that I have transported 13 clients to their hospital and GP appointments since 5 July in my capacity as a volunteer driver.	
Please provide any additional information that fellow Members might find useful:	
Woodley Volunteer Centre seeks to increase the number of drivers which currently stands at around 16. If any member can spare a little of their time to help Woodley Volunteer Centre please contact them on 0118 969 8849.	

Councillor / Rep:	Mike Kennedy	Dated:	25/9/23
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Robert Palmer's Almshouse Charity Report

As at September 2023

The Charity is in a healthy financial position with a surplus on the year, but it has been necessary to increase the maintenance charges in line with CPI. These charges will be regularly reviewed going forward particularly while inflation is running at current levels. Given the age of the property maintenance is an ongoing problem and needs to be in character. In this respect repointing of the chimneys is almost complete although work is still required at the front of the building, in particular to the mullion on the windows.

Meetings with the residents now take place every 6 months and appropriate action taken on any issues raised, recently resulting in clearance of gutters, cleaning of paths, pest control where squirrels entered the loft area and treatment of damp in one cottage.

We are also undertaking a review of Health and Safety issues and preparing updated risk assessments for the charity.

The residents are generally happy with the accommodation and enjoy an active interaction with the Trustees

Next meeting is due in October

David Bragg

September 2023