

# Council OPEN MINUTES

Minutes of a meeting of Council held in the Council Chambers, 126-148 Oxford St, Levin, on Wednesday 10 October 2018 at 4.00 pm.

#### **PRESENT**

Mayor Mr M Feyen
Deputy Mayor Mr W E R Bishop
Councillors Mr R J Brannigan

Mr R H Campbell Mr N G Gimblett Mr B F Judd

Mrs V M Kaye-Simmons

Ms P Tukapua Mr B P Wanden

# **IN ATTENDANCE**

Mr M J Lester (Acting Chief Executive)
Mr D Law (Chief Financial Officer)

Mr D McCorkindale (Group Manager – Strategy & Development)
Ms S Grant (Group Manager – People & Community)
Mr A Grant (Group Manager – Infrastructure Services)

(from 4.05 pm)

Mr I McLachlan (Group Manager – Customer & Regulatory Services)

Mr A Nelson (Property & Parks Manager)

Mr D O'Regan (Acting Communications Manager)

Mr J Paulin (Finance Manager)

Mr D Haigh (Growth Response Manager)
Ms T Hayward (Communications Advisor)
Mrs K J Corkill (Meeting Secretary)

Ms S J Bowling (Meeting Secretary)

Ms S Hori Te Pa (Governance & Executive Team Leader)
Mrs A Parker (Executive Assistant to the Mayor)

#### **MEDIA IN ATTENDANCE**

Mr T Wilson (Seven Sharp, TV 1) (to 6.30 pm)
Ms S Beckman ("Chronicle") (from 4.40 pm)

#### **PUBLIC IN ATTENDANCE**

There were approximately 23 people in attendance at the commencement of the meeting.



#### 1 Apologies

Apologies were recorded for Crs Tukapua and Mitchell. Apologies for lateness were also recorded for Cr Brannigan and Foxton Community Board Chair, David Roache.

MOVED by Deputy Mayor Bishop, seconded Cr Wanden:

THAT the apologies from Crs Tukapua and Mitchell and the apologies for lateness from Cr Brannigan and Mr Roache be accepted.

**CARRIED** 

# 2 Public Participation

# 8.1 Notices of Motion

Issues for Consideration 3.1 & 3.2

Bryan Ten Have

Carolyn Leslie

Corney Andrews

Anne Hunt

Charles Rudd

Terry Hemmingsen, Horowhenua GreyPower

Christina Paton

#### 8.3 Chief Executive's Report

LTP Monitoring Report

Christina Paton

#### 3 Late Items

There were no late items.

#### 4 Declaration of Interest

Cr Gimblett declared an interest in 9.1 Options for Disposal – Court House Museum.

# 5 Confirmation of Minutes – 29 August 2018

MOVED by Cr Campbell, seconded Cr Kaye-Simmons:

THAT the minutes of the meeting of the Council held on Wednesday, 29 August 2018, be confirmed as a true and correct record.

CARRIED

#### 6 Announcements

#### MidCentral District Health Board

Craig Johnston (General Manager, Strategy and Planning), and Kelly Isles (Strategic Planner), gave a PowerPoint presentation on the Horowhenua Health and Wellbeing Plan 2018-2023 covering:

- the locality approach that had been taken;
- the process;
- community engagement that had been undertaken;
- the District's strengths;
- common themes identified throughout community engagement;

- identified priorities;



- access to health care:
- mental health and addiction;
- improving communication and connection;
- a healthy living focus;
- actions for identified priority areas;
- actions already underway;
- Horowhenua in comparison with adjacent districts;
- how the plan would be implemented going forward.

A copy of the Horowhenua Health and Wellbeing Plan was provided to Elected Members and Mr Johnston and Ms Isles also responded to questions from around the table.

#### Sport Manawatū

CEO of Sport Manawatū, Trevor Shailer, gave a PowerPoint presentation on the Manawatū-Whanganui Regional Sport Facility Plan which provided a framework to help guide regional provision and priorities for future spaces, places and facility needs for the region, noting that the region covered 220,000 people; 14 lwi; two District Health Boards; seven City or District Councils; 25 regional sports organisations; more than 400 sports clubs and more than 300 primary, secondary and tertiary education providers.

Mr Shailer spoke about the review undertaken in 2017 to understand the current number and quality of facilities across the region; to gather a picture of what was needed for the future; and to develop an agreed facility network approach. Also covered were the challenges faced; the key principles behind the Plan; the role of Sport Manawatū; the key strategy partners and future partnerships and collaboration; next steps and proposed priority actions.

# 7 Proceedings of Committees

# 7.1 Proceedings of the Foxton Community Board 10 September 2018

# **Purpose**

To present to the Council the minutes of the Foxton Community Board meeting held on 10 September 2018.

MOVED by Cr Campbell, seconded Cr Judd:

THAT Report 18/548 Proceedings of the Foxton Community Board 10 September 2018 be received.

THAT the Council receives the minutes of the Foxton Community Board meeting held on 10 September 2018.

**CARRIED** 

# 7.2 Proceedings of the Finance, Audit & Risk Subcommittee 19 September 2018

# **Purpose**

To present to the Council the minutes of the Finance, Audit & Risk Subcommittee meeting held on 19 September 2018.

MOVED by Deputy Mayor Bishop, seconded Cr Judd:

THAT Report 18/549 Proceedings of the Finance, Audit & Risk Subcommittee 19 September 2018 be received.

THAT the Council receives the minutes of the Finance, Audit & Risk Subcommittee meeting held on 19 September 2018.

**CARRIED** 



# 7.3 Proceedings of the Community Funding & Recognition Committee 1 October 2018

# **Purpose**

To present to the Council the minutes of the Community Funding and Recognition Committee meeting held on 1 October 2018.

MOVED by Cr Campbell, seconded Cr Gimblett:

THAT Report 18/574 Proceedings of the Community Funding & Recognition Committee 1 October 2018 be received.

THAT the Council receives the minutes of the Community Funding and Recognition Committee meeting held on 1 October 2018.

THAT the following matters or decisions be recognised as not significant in terms of s76 of the Local Government Act.

THAT the Horowhenua District Council ratifies the Community Consultation Grants as follows:

Waitarere Beach Progressive and Ratepayers Association Inc.	750.00
Waikawa Beach Ratepayers Association	750.00
Tokomaru Village and Community Association	500.00
Foxton Beach Progressive Association Incorporated	750.00
	\$2,750.00

# THAT the Horowhenua District Council ratifies the Community Development Grants as follows:

Levin Interchurch Foodbank	1,250.00
Horowhenua Hearing Association Inc.	0.00
Foxton Horse Tram Society Inc.	0.00
Living Well Counselling Centre	2,000.00
Birthright Levin Inc	800.00
Shannon Progressive Association	517.50
Horowhenua SuperGrans	2,500.00
Igorotak New Zealand	890.00
Lions Club of Foxton	1,000.00
Parent to Parent Manawatu	1,000.00
Arthritis New Zealand	629.00
Horowhenua Historical Society Inc.	1,940.00
Citizens Advice Bureau Levin	0.00
Victim Support Horowhenua	1,500.00
Whenua Fatales Roller Derby League Inc	450.00
Levin Group of Riding for the disabled	1,000.00
English Language Partner New Zealand Trust – Horowhenua/ Kāpiti	500.00
New Wine Zealand Trust	0.00
Shannon Progressive Association	2,760.00
Levin Baptist Kindergarten	0.00
Levin Fire Station	2,500.00
Levin & Districts Brass Band Inc.	3,000.00
Horowhenua Breathe Easy Support Group	435.00
Horowhenua District Neighbourhood Support	981.00
Greenhouse Community	0.00
Shannon Christian Foodbank	2,000.00
Waitarere Beach Development Assn Inc	430.00



Lemonface Design	0.00
Foxton Promotions	0.00
Congregational Christian Church of Samoa in Levin	1,080.00
Levin Harrier & Multisport Club	500.00
Encounter Levin	4,000.00
Man up & Legacy	0.00
Foxton Tourism & Development Association	1,800.00
Levin Swimming Club Incorporated	0.00
Horowhenua Vintage Machinery Club	2,500.00
Fill a Shoebox Horowhenua	3,000.00
Tokomaru Village and Community Association	500.00
Raukawa Whānau Ora and Muaupoko Tribal Authorities	2,000.00
Foxton Beach Progressive Association Incorporated (transferred to Community Consultation)	0.00
Shannon Pumas Netball	1,500.00
	\$44,962.50

#### THAT the Horowhenua District Council ratifies the Rural Halls Grants as follows:

Poroutawhao Christian Assembly	0.00
Opiki Hall Society	12,000.00
Mangaore Village Residents Association	8,000.00
Horowhenua Kids, Teen and Family Trust	0.00
Tokomaru Hall Society	15,000.00
Ohau Hall Society	5,000.00
	\$40,000.00

THAT the Horowhenua District Council ratifies the International Representation Grant as follows:

\$750.00

**CARRIED** 

A correction in the Minutes was noted: under Present, "Deputy Mayor" should read "Deputy Chair".

# 7.4 Proceedings of the Strategy Committee 26 September 2018

# **Purpose**

To present to the Council the minutes of the Strategy Committee meeting held on 26 September 2018.

MOVED by Cr Judd, seconded Cr Wanden:

THAT Report 18/579 Proceedings of the Strategy Committee 26 September 2018 be received.

THAT the Council receives the minutes of the Strategy Committee meeting held on 26 September 2018.

**CARRIED** 

#### 8 Executive



#### 8.1 Notices of Motion

#### **Purpose**

In accordance with Standing Order 26, the Acting Chief Executive has received Notices of Motion from Cr Wanden, with the request that they be placed on the agenda for the 10 October 2018 Council meeting.

To provide Cr Wanden the opportunity to speak to these Notices of Motion and for Council to consider appropriate courses of action.

MOVED by Cr Kaye-Simmons, seconded Cr Gimblett:

THAT Report 18/582 Notices of Motion be received.

**CARRIED** 

Mayor Feyen advised he had given approval for TV 1 to be present and record the meeting, as well as for Mr Ten Have to record. He also noted there was a slight modification to the first Notice of Motion (NOM) as proposed by Cr Wanden.

# <u>Public Participation – Notice of Motion – Recording of Council and Committee</u> <u>meetings</u>

Commenting that people were being filmed all the time in this building and in other places, <u>Bryan Ten Have</u> raised Cr Campbell's expressed concern at the last FARS meeting in relation to his health and safety and suggested that Cr Campbell should be able to follow the Police advice received and record when he felt threatened. Mr Ten Have suggested that the health and safety aspect needed to be addressed and the proposed NOM deliberately undermined transparency and the democratic process, citing Standing Orders and the Local Government Act.

Saying that it was difficult to speak to this matter as limited information had been given, Carolyn Leslie suggested it would have assisted if Cr Wanden had spoken prior to Public Participation as he may have addressed some of the matters those who sought to speak would cover in their comments. Ms Leslie said she thought this was an attempt to stop/ limit live streaming and she did not understand why Council needed to rewrite Standing Orders. She had contacted other Councils and could advise that Kāpiti Coast District Council and Palmerston North City Council had confirmed, via email, that they both allowed recording of meetings. Whanganui City Council also confirmed members of the public were allowed to record at meetings. Other Councils such as Taūpo, Christchurch and Hamilton also had live streaming. She suggested recording meetings provided for good behaviour and stronger discussion and requested that the status quo remain with regard to recording and Standing Orders and that any issues with Cr Campbell be resolved in house, like grown-ups.

Expressing his unequivocal support for the Mayor, <u>Corney Andrews</u> suggested this motion was a check on the democratic process under which those around the table had been elected and was another move to put a fence around the Mayor and his activities. As a Shannon resident, Mr Andrews spoke in support of live streaming as it enabled people like himself to watch Council meetings rather than having to travel.

Also saying that there was little information provided with the NOM, <u>Anne Hunt</u> alerted Councillors to clause 27 of Schedule 7 of the Local Government Act which required a vote of note less than 75% of the members present to amend Standing Orders saying that there was nothing in the report that gave any confidence that the ramifications of adopting the motion had been investigated. She also referenced Council's Local Governance Statement and the Local Government Official Information and Meetings Act, and the Code of Conduct process. Ms Hunt said she



thought Councillors should be able to take steps to protect themselves as threatening someone was a serious offence, and unless there was a video recording, a person had no proof should a matter end up in Court. She concluded by saying those sitting around the table needed to be democratically accountable.

Speaking in support of the use of cameras, <u>Charles Rudd</u> said the previous speakers had covered what he had wanted to say, adding that those around the table were elected representatives, not dictators, and he asked that the personality clashes amongst those around the table cease. <u>Vivienne Bold</u>, who had accompanied Mr Rudd to the table, also spoke in support of live steaming saying that people enjoyed the live streaming and the public needed to see Council ticking the boxes.

Speaking as President of Horowhenua GreyPower, and also representing the people of Levin, <u>Terry Hemmingsen</u> said the parents and grandparents of those around the table had fought to keep freedom of expression and he expressed his opposition to the Notice of Motion. He said what was proposed would be impossible to control, manage and enforce as with modern technology it was impossible to know if someone was recording something and he queried how the NOM would be enforced as under the Privacy Act the Council Chamber was a public place and filming was not illegal. Also trying to take away a person's right to protect themselves was contrary to common-law. In conclusion, he queried what Council was trying to achieve should this be adopted.

<u>Christina Paton</u> stressed that HDC already had the legal discretion to prevent the public from recording meetings as the word "may" in Standing Order 11.4 provided that legal discretion. The Chair and/or a resolution carried from the floor were able to exercise that discretion at any time. She also suggested that attention needed to be given to the interpretation of the word "record": was it to be interpreted as using technology or manually taking notes. For accuracy she said reporting options should be considered carefully.

Following a discussion with the Acting Chief Executive, and as the proposer of the Notices of Motion, Cr Wanden advised that the first two had been slightly amended to make it clearer and to allow for filming and recording on a case by case basis. He said he was conscious that this had stirred up some emotions which were needless as the intention was not to undermine democracy or what happened around the Council table.

Cr Wanden explained he did not want to get rid of live streaming as this Council had been proactive and spent a lot of money to make meetings available via live streaming, but members of the public and Elected Members should no longer be allowed to record meetings without some authorisation and consent from around the table. The NOM was not to subvert any element of democracy but was to protect, and prevent the invasion of privacy. This issue had concerned him for some time and after the recent announcement by Cr Campbell at the last FARS meeting had increased his concern and he did not think it was appropriate to film anyone without their consent.

Despite having initial concerns about the NOM, Cr Gimblett explained why he had seconded the motion which did give Council the ability to be flexible and allowed recording to continue.

Mayor Feyen and Cr Campbell gave their reasons for not supporting the motion, with Cr Campbell saying he felt it got away from the reason he needed to have a boundary in place to provide him with a safe environment at Council.



Other Elected Members provided their views which generally supported what was proposed, while Cr Brannigan gave his reasons for not supporting it after hearing the comments from those who had spoken under Public Participation. Noting that he was the person accused of being a bully, Cr Brannigan said that both he and Cr Campbell were equally at fault in what had occurred and it should have been dealt with under the Code of Conduct process.

MOVED by Cr Wanden, seconded Cr Gimblett:

THAT filming and recording at Council and all Committee meetings (including In Committee) and Council briefings is not permitted by Elected Members or members of the public unless resolved otherwise by the Council or the Committee on a case by case basis.

A division was called for, voting on which was as follows:

For: Against:

Deputy Mayor: Wayne Bishop Mayor: Michael Feyen Councillors: Neville Gimblett Councillors: Ross Brannigan Ross Campbell

Victoria Kaye-Simmons

Joanna Mason Bernard Wanden

The division was declared **CARRIED** by 6 votes to 3.

MOVED by Cr Wanden, seconded Cr Gimblett:

THAT Elected Members are not permitted to film or record other Elected Members without express consent.

A division was called for, voting on which was as follows:

For: Against:

Deputy Mayor: Wayne Bishop
Councillors: Neville Gimblett
Barry Judd
Mayor: Michael Feyen
Councillors: Ross Brannigan
Ross Campbell

Victoria Kave-Simmons

Joanna Mason Bernard Wanden

The division was declared **CARRIED** by 6 votes to 3.

MOVED by Cr Wanden, seconded Cr Gimblett:

THAT Standing Orders be amended to remove 11.4 Public may record meetings.

A division was called for, voting on which was as follows:

For: Against:

Deputy Mayor: Wayne Bishop Mayor: Michael Feyen Councillors: Ross Brannigan Councillors: Ross Campbell

Neville Gimblett Barry Judd

Victoria Kaye-Simmons

Joanna Mason Bernard Wanden

The division was declared **CARRIED** by 7 votes to 2.



The meeting adjourned for a meal break (6.30-7.00 pm).

With Standing Order 11.4 now officially changed, Mayor Feyen sought support from around the table for Mr Ten Have to continue recording the meeting. As support was not forthcoming Mr Ten Have was requested to turn his camera off.

Addressing the further Notice of Motion, Mayor Feyen read out the preamble and the proposed motion.

Cr Wanden said his rationale for proposing this motion was because the issue was being talked about and it was important that it was discussed around the table. It simply acknowledged the value placed on the different townships and villages, including Tokomaru and Opiki, and the contribution they made to the district and ensured that Elected Members fully participated in any proposed boundary change.

Responding to a comment that Council did not have any option but to participate, Mr Lester confirmed that that was correct. Once the Local Government Commission had accepted to review the proposed boundary change there was a process that would be followed, which would include engaging with HDC.

In his right of reply, following comment on the proposed motion from around the table, Cr Wanden said the motivation for proposing this was because the first thing he had known about this critical issue was via the media and he reiterated he wanted to ensure this was discussed around the table so that dialogue could be entered into in a transparent manner.

MOVED by Cr Wanden, seconded Deputy Mayor Bishop:

THAT following an approach to the Palmerston North City Council by a group of residents from Tokomaru and Opiki, the Horowhenua District Council resolves to fully participate in any proposed Horowhenua District boundary change which may be considered by the Local Government Commission and in doing so Horowhenua District Council will ensure open dialogue with neighbouring local authorities.

A division was called for, voting on which was as follows:

For: Against:

Mayor: Michael Feyen Deputy Mayor: Wayne Bishop Councillors: Ross Brannigan

> Ross Campbell Neville Gimblett Barry Judd Joanna Mason Bernard Wanden

Cr Victoria Kaye-Simmons abstained.

The division was declared <u>CARRIED</u> by 8 votes to 0.

# 8.2 Monitoring Report to 10 October 2018

#### **Purpose**

To present to Council the updated monitoring report covering requested actions from previous meetings of Council.



MOVED by Deputy Mayor Bishop, seconded Cr Campbell:

THAT Report 18/508 Monitoring Report to 10 October 2018 be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

**CARRIED** 

# 8.3 Chief Executive's Report to 10 October 2018

# **Purpose**

For the Chief Executive to update Councillors, or seek endorsement on, a number of matters being dealt with.

MOVED by Cr Judd, seconded Cr Brannigan:

THAT Report 18/509 Chief Executive's Report to 10 October 2018 be received.

THAT these matters or decisions be recognised as not significant in terms of s76 of the Local Government Act 2002.

THAT Council Controlled Organisation exemption be extended to the Manawatū-Wanganui Local Authority Shared Services Limited (MW LASS Ltd) for a further three years from 1 July 2018 to 30 June 2021.

CARRIED

#### **Public Participation**

Referencing Item 17 on the Long Term Plan Monitoring Report which proposed Council establishing the Horowhenua Water Working Party to investigate the option of a sustainable raw water source/storage/dam as part of the feasibility study of new water supply schemes, <u>Mrs Paton</u> requested that the Environmental and Economic Forums that had been established be utilised as there was considerable expertise in the ranks of both those forums.

Councillors raised queries in relation to some of the LTP Monitoring Report items which were responded to by Officers.

# 8.4 Documents Executed and Electronic Transactions Authorities Signed

# **Purpose**

To present to Council the documents that have been executed, Electronic Transactions Authorities and Contracts that have been signed by two elected Councillors, which now need ratification.

MOVED by Cr Brannigan, seconded Cr Wanden:

THAT Report 18/510 Documents Executed and Electronic Transactions Authorities Signed be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

THAT the Horowhenua District Council hereby ratifies the signing of documents and Electronic Transaction Authorities as scheduled:

(a) Electronic Transaction Authority relating to abandoned land at 55 Vogel Street, Shannon. This is an abandoned land rating sale done pursuant to Court Order(s).



- (b) Electronic Transaction Authority relating to 7 Chaffey Street, Foxton Beach.

  Name change from The Manawatu County Council to The Horowhenua District Council
- (c) Application for Transmission pertaining to Shannon Waste Water Treatment Plant. Changing the name The Horowhenua County Council to Horowhenua District Council.
- (d) Electronic Transaction Authority relating to Johnston Street, Shannon. Transfer from Akuhata Trust and creation of easements.

**CARRIED** 

# 9 People and Community

Having declared an interest in the following item, Cr Gimblett withdrew from the table.

#### 9.1 Options for Potential Disposal - Court House Museum

# **Purpose**

The purpose of this report is to present to Council options on how the Foxton Court House Museum might be presented for sale or transfer in a way that retains the heritage and character of the building, in the event that Council resolves to dispose of it.

This is as per the resolution arising from Council deliberations of 24 May 2018.

MOVED by Cr Brannigan, seconded Mayor Feyen:

THAT Report 18/575 Options for Potential Disposal - Court House Museum be received.

THAT this decision is recognised as not significant in terms of S76 of the Local Government Act.

**CARRIED** 

Ms Grant and Mr Nelson joined the table to speak to the report and respond to any queries. It was reiterated that the report had been prepared in response to a Council resolution passed in May 2018 and was part of the wider discussion around Challenge 1 in the Long Term Plan, with Mr Nelson explaining how the Expression of Interest process would work and the criteria that could be included particularly in terms of preserving the heritage and character of the building.

After discussion, with the Mayor expressing his desire for Council to retain the building, it was:

MOVED by Cr Judd, seconded Cr Wanden:

THAT Council resolves not to retain the Court House Museum as per the original Officer recommendation.

**CARRIED** 

Mayor Feyen recorded his vote AGAINST the motion.

MOVED by Mayor Feyen, seconded Cr Judd:

THAT Horowhenua District Council disposes of the Foxton Court House Museum using an Expression of Interest process that requires proponents to complete seismic strengthening whilst preserving the heritage and character of the building.

**CARRIED** 



MOVED by Cr Brannigan, seconded Cr Judd:

THAT the Chief Executive be delegated the authority to execute the disposal of Foxton Court House Museum.

**CARRIED** 

Cr Gimblett rejoined the tabled.

# 10 Customer and Regulatory Services

# 10.1 Resource Consenting (Planning) Matters Considered Under Delegated Authority

#### **Purpose**

To present details of decisions made under delegated authority in respect of Resource Consenting (Planning) Matters.

MOVED by Cr Brannigan, seconded Cr Judd:

THAT Report 18/511 Resource Consenting (Planning) Matters Considered Under Delegated Authority be received.

THAT this matter or decision be recognised as not significant in terms of s76 of the Local Government Act 2002.

CARRIED

# 11 Procedural motion to exclude the public

MOVED by Cr Judd, seconded Cr Campbell:

THAT the public be excluded from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

#### C1 Property Purchase

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person. s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.

The text of these resolutions is made available to the public who are present at the meeting and form part of the minutes of the meeting.

CARRIED



8.00 pm The public were excluded.

Resolutions in relation to the confidential items are recorded in the confidential section of these minutes and are not publicly available.

8.23 pm	There being no further business, the Chairperson declared the meeting closed.
	CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF COUNCIL HELD ON
	<u>DATE</u> :
	CHAIRPERSON: