

Wisborough Green Parish Council

Draft Minutes of the Parish Council Meeting to be agreed on 17th November 2020

Date: Tuesday 20th October 2020

Present: Ms L Bartley (LB), Mr P Drummond (PD) (Chairman), Mr A Jackson (AJ),
Mr M Newell (MN), Mr S Rollinson (SR), Mr M Watson (MW)

Apologies: Mr A Burbridge (AB), Mr H True (HT)

In Attendance: Mrs L Davies, Clerk
Cllr G Evans
Cllr J Duncton

Members of Public: None

Due to the Coronavirus Pandemic, the meeting was held online via Zoom that was permitted under The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020. The Chairman opened the meeting at 7.45pm and welcomed all. The Chairman advised that the meeting would be recorded for minute preparation only, and the recording then deleted.

1. Apologies for Absence:
Apologies received and accepted from Mr Burbridge and Mr True.
The Chairman was disappointed to report that he had received two letters of resignation. Mrs Sheena Overington had resigned, with immediate effect, due to pressures on her time, and MN would finish at the end of November as he was leaving the village. Thanks were expressed to both. Members agreed that the positions should be advertised in the next newsletter with co-options in January 2021.
2. Declaration of Members' Interests:
AJ declared his interest in Songhurst Meadow and the open space. The Clerk declared that in relation to the developer contact (9a), her husband rented the Glebe Fields from the Diocese. No other interests were declared.
3. Minutes of the Last Meeting:
The Minutes of the meeting held on Tuesday 15th September were approved as a correct record and would be signed by the Chairman at a later date.
4. Minutes of the Last Planning Committee Meeting:
The Minutes of the meeting held on Tuesday 6th October 2020 were approved as a correct record and would be signed by the Chairman at a later date.

5. Sussex Police Update:

PCSO Neil Billingham had sent his apologies due to an incident he was attending.

6. District and County Councillor Update:

District Councillor:

Cllr Evans had circulated an update in advance of the meeting, summarised below.

- Cllr Evans was pleased to be involved with the Wisborough Green Halloween Outdoor Market on Saturday 31st October, from 10am to 2pm. All Covid-19 regulations and guidance would be adhered to. In answer to PD's question, he confirmed that nearby residents had been advised.
- Chichester District Council (CDC) had launched a Test and Trace self-isolation support scheme. Those that met the eligibility criteria would qualify for a standard support payment of £500.
- A reminder that the deadline for local businesses and community groups to apply for Covid-19 funding support was 23rd October 2020.
- The last Full Council Meeting debated Central Government's Planning Reform Proposals which threatened the district with unreasonable housing targets that failed to meet the needs for real affordable housing whilst imposing in local parishes housing development without the supporting infrastructure. A motion to object to the Government's Planning Proposals was passed.
- Cllr Evans was delighted to be asked to help the Neighbourhood Plan Review Group by undertaking a Green Gap Assessment. He continued to attend virtual Parish Council meetings to get a better understanding of local issues.
- In August, West Sussex County Council (WSCC) declared that every District and Borough Council in the County was partnering with them to secure a supplier who would plan, fund, install, market and operate a public and accessible electric vehicle charge point network across the County. But not Chichester. Although CDC operated 18 charge points across the District (more than any other), it appeared that officers were not keen on joining the County Council's more ambitious strategy. At a recent Environment Panel meeting, the CDC Cabinet was asked to urgently revisit this decision which was supported by the Environment Cabinet Member.
- CDC was participating in Solar Together, a Sussex wide scheme to offer householders and small businesses a cheaper and easy route to install electricity-generating solar panels and batteries.
- At the last Full Council Meeting, Cllr Evans made a statement highlighting that online meetings had provided an opportunity to make local democracy far more inclusive.
- Cllr Evans could be contacted with any issue, feedback, problem or question and he would do his best to help: gbevans@chichester.gov.uk / 07958 918056.

County Councillor:

Cllr Duncton had circulated an update in advance of the meeting, summarised below.

- The 'Pop-up' cycleways had been received with a mixed reaction. CDC had also asked Councillors for their opinion.
- The first full County Council meeting since earlier in the year and before lockdown was held on 18th September. It was a long agenda with nearly two hours for question time to allow all to have an opportunity to address the Council. The next County Council meeting was on the 6th November.
- One motion was in relation to unaccompanied asylum-seeking children. Although Kent took the majority, West Sussex currently had 76 unaccompanied children and 123 unaccompanied care leavers, who were aged 18 to 25 years.
- WSCC and the South Downs National Park Authority had submitted comments on the Planning White paper that did not include housing numbers but focused more on the applications process, design guides and other matters.
- Work on the 2021/2022 budget was continuing. Budgets would again be tight.
- Despite the current situation, funding had been confirmed for the re-development of Woodlands Mead, a special needs school near East Grinstead. Although near East Grinstead, it accepted West Sussex special needs children from far and wide and had needed re-development for many years.
- All Councils and other organisations were working together to get the economy and health back on track for the future.
- School attendance was currently 98%.
- Earlier in the day she had attended a webinar on the Government's Planning White paper organised by the Rural Services Network.
- In answer to AJ's question, Cllr Duncton advised that the pop-up cycleways had not all been met with enthusiasm. Cllr Duncton expressed a personal opinion and concurred with AJ's observations, that some lanes were causing vehicle congestion and gridlock and she questioned whether stationary traffic was a good environmental solution. The lanes were currently temporary, but where successful, it might lead to some permanent routes.
- Cllr Duncton was asked to follow up on the telematics traffic data collection unit in the village centre. It had been out of action since January and despite a number of requests, both from the Parish Council and WGCANS, it remained out of action. This data was required to support the speed concerns currently being experienced.

7. Public Questions:

There were no members of public present.

8. Report on on-going matters:

a. Coronavirus (Covid-19):

The Clerk monitored the updates that were circulated by the local authorities. The village volunteer scheme continued to be publicised in case help was required and the viral spray treatment of the playground, benches and public toilets was undertaken on a 28-day cycle.

b. Gatwick Airport:

Instead of PD, another representative from the Association of Parish Councils Aviation Group (APCAG) attended the Community Forum of the Noise Management Board. There were possible signs that the airport's recovery strategy may include noise consideration, with the White Paper, expected this autumn, potentially including noise in the 'build back better' plans. PD would provide further information when available.

c. Traffic Management Plan/A272 Noise and Speed:

SR provided details of the Traffic Management Plan working group meeting held on Wednesday 14th October, involving Parish Councillors, Wisborough Green Campaign Against Noise and Speed (WGCANS) members, and Chief Inspector Jon Carter, District Commander for Arun and Chichester; minutes of the meeting had been circulated. Although a long meeting, it generated positive in-depth discussion: Petworth Road buffer zone and potential improvements to be included in the Community Highways Scheme Application, updates on the Speed Indication Device and Community Speedwatch, Acoustic Camera Trials, Public Space Protection Order and concerns raised by other residents. Chief Inspector Carter had confirmed his support for the buffer zone and committed to have further discussions with both WSCC and CDC. In terms of Community Speed Watch, a huge effort was being made by a small number of volunteers so a recruitment campaign on social media and through the school was being undertaken. Parish Council members approved the following actions:

- Petworth Road Community Highways Scheme application to be submitted to include the 40mph buffer zone, white line marking review, hedges, red road bands.
- The Parish Council would not support 'white' gateways due to limited locations, appearance, and maintenance requirements; an alternative, such as planting schemes, would be considered.
- Community Speed Watch to be promoted in the Parish Council newsletter.
- Parish Council to highlight concerns to WSCC Cabinet Member for Transport.
- In relation to concerns raised about the new crossing point, members agreed that any additional signage or the introduction of a formal crossing point was inappropriate for the rural environment and would not be supported by the Parish Council. It was parent's responsibility to educate and supervise young children when crossing the road and the school to be requested to communicate this message.
- The merits of a 20mph zone around the school, particularly as the area was congested, were unwarranted. The additional signage required was again inappropriate for a rural village and would not be supported by the Parish Council. Parents to be encouraged to drive slowly.

d. New Homes Bonus:

Members were delighted to hear that CDC had awarded £2,338.50 funding for the Speed Indicator Device, which was £212 more than the indicative figure. The terms

of the Agreement were read out and accepted by Members. It was agreed that members would now arrange to view the two preferred devices at Worth; PD, MW and LB would attend. Clerk to arrange.

e. Songhurst Meadow:

PD and MW would meet the developer next week to agree the open space tree planting and having now obtained cost details, would initiate further discussion about the path. MW would include AB in communication in relation to the proposed junior cricket area.

f. Clerk's Report:

- Pond Lily Clearance: Although quotations had been received, the heavy rain arrived before the work could be undertaken and the pond had refilled. The low level this year also identified that re-pointing of 6 courses was now required around the whole circumference. In discussion with MW, the Clerk proposed that all the work be budgeted as a project for next year and scheduled for September. If necessary, the water level could be reduced to allow all work to be completed. Members supported.
- PTA Firework Night: A firework evening, supporting the village company, Aurora, was being organised for Friday 6th November and promoted purely in the school and village. Residents would be encouraged to watch from the safety of their homes and to make a donation to the school.
- PTA 'Bags of Support' Collection: The clothes collection had now been arranged for Thursday 12th November, with the collection point being on the Green. The necessary paperwork had been received.
- Halloween Village Market: An outside market was being organised for Saturday 31st October in the village hall car park. Residents in the Old Workhouse and Barn were supportive. Paperwork was being completed and all Covid-19 regulations would be adhered to.
- Community Highways Scheme: The old tree stump was still to be removed by Landbuild. The Clerk would purchase the replacement tree that was a planning requirement; the expenditure had previously been approved.
- Public Toilets: The water heater cabinet had been installed and the water heater installation arranged.
- Basketball Socket: The socket had been re-installed to straighten the post. SR agreed to look at the cricket net sockets as a resident commented they were proud of the ground and could pose a trip hazard.
- Cricketer's Arms Children's Halloween Event: The publican would like to arrange a Halloween trail around the Green finishing with themed bingo in the marquee at the public house; accompanied children in groups of 6, with pre-booking required, and all Covid regulations adhered to. Parents would be required to supervise children and sign a disclaimer to take part; the Clerk had highlighted that as an organised event, the Parish Council's insurance would not cover. Members were delighted to support the event.

9. New Items for Discussion:

- a. Developer Contact: At the request of the developer, an online meeting was held with Millwood Homes that holds an option on the Glebe Fields; minutes of this meeting had been circulated. The Chairman explained that without a Local Plan in place and with the new government guidance, it put the village in a vulnerable position ahead of adoption of a revised Neighbourhood Plan. This was a development threat for the village that the parish might not have any control over and as such, engagement and understanding the intention was desirable at this stage. Having undertaken further research, PD believed that the opinion of Historic England would still carry some weight, and this was obviously pertinent for the church and views that would be affected. Further engagement had been invited.
- b. Neighbourhood Plan Monitoring Report:
The report was circulated in advance of the meeting. Members agreed the content and submission to CDC.
- c. Government White Paper, Planning for the Future: The Chairman had undertaken further research. Although being a rural village with a Conservation Area offered some protection, the implications for Wisborough Green were alarming. Members agreed to PD drafting the Parish Council's response for circulation before submission.
- d. West Sussex Association of Local Councils: PD gave explanation to the Association's structure, affiliation with the Sussex and Surrey Association of Local Councils, the decision to undertake a service review and expenditure. Having read much of the email communications from other larger parishes and attended several briefings, he felt that the review and lack of engagement was a dubious decision. Further information would be provided in due course.
- e. Chichester Infrastructure Business Plan: The document had been circulated in advance of the meeting. Members confirmed that all expected projects had been recorded but agreed that the pond project should be included; green infrastructure but also provided social and health benefit (a pleasant area to sit). As the playground re-surfacing had been completed this year, it should be removed
- f. Parish Council Communications:
The new working group recently met to discuss how the Parish Council should communicate with the village. It was not the aim stop the newsletter or totally change to electronic communications but providing additional e-communication would shorten lead times on messaging and offer the ability to communicate rapidly in emergencies. Members approved the opening of a free Mailchimp account that would allow for 2,000 subscribers and 12,000 emails per month. A contact form, with direct link to Mailchimp, to be established on the village website to avoid the website holding personal data and consequent data protection implications; MN would provide details. Publicity to be included in the next Parish

Council newsletter.

g. Winter Management Arrangements:

The gritting arrangements had been confirmed with E P Clark; WSCC grit would be delivered shortly. A gritter, purchased by Bedham residents and used in that area, had been donated to the Parish Council and would be stored and used by E P Clark for the whole parish's benefit; the contractor previously used would arrange delivery. LB agreed to support HT with the Winter Management Plan arrangements and a note of thanks for the gritter to be included in the Parish Council newsletter.

h. Village Christmas Arrangements:

Members agreed to a projection onto the church tower; Reverend Jenkins had requested an angel/angels. The expenditure, in line with previous years, was approved.

Although the projection was visible from the west side, travelling from the east it was not seen. Erecting a Christmas tree had been problematic, and without the Three Crowns, power would be difficult, but AJ felt it desirable to have something in the village centre, visible to all. Members agreed that, particularly for this year when a more challenging Christmas was anticipated, a tree visible in the village centre was desirable. In previous years, the Cricketers Arms had provided a small tree so members agreed that if the publican was willing to organise it, the Parish Council would make a £100 contribution for a larger tree to create greater impact, for the whole village.

10. Correspondence:

A list detailing the correspondence and updates received since the last meeting was displayed. Members were reminded to request any information of interest if it had not been circulated.

Details of emails and letters received
Letter of support for Cricketers Arms from local resident.
Save Our South Coast Alliance (SOSCA) – encouraging the Parish Council and individuals to respond to the Government's Planning White paper. Circulated.
Gatwick Area Conservation Campaign - Newsletter update – circulated.
District Dispatch - message from CDC Council Leader – circulated
CDC – details of draft Climate Emergency Detailed Action Plan and consultation. Circulated. Councillors to complete individual responses.
Durbans Road resident – at a loss as to why litter picking cancelled. Explanation given.
Rural Services Network – The Rural Bulletin – circulated.
CDC - technical response to the consultation regarding 'Changes to the Current Planning System' and formal resolution passed regarding the proposed changes to the standard methodology for housing need – circulated.
Rudgewick Parish Council – notice that Neighbourhood Plan on Regulation 16 consultation, closing on Friday 20 th November.
Loxwood Parish Council – revised Neighbourhood Plan on Regulation 14 consultation,

closing 9 th November. Details forwarded to WGNP Review Group.
Gatwick Airport – challenging year and introducing forecourt charges next year.
Rural Services Network – The Rural Bulletin – circulated.
CDC – notification of publication of the 2020 Housing and Economic Land Availability Assessment (HELAA) – circulated.
CDC – notification of contacts for dog issues; kept on file.
SDNP – notification that bids could now be made for CIL funding – WGPC unsuccessful in the past.
Resident – expressing concern at the safety of the new crossing point for school children. Discussed by the Traffic Management Group.
WSCC - Highways, Transport and Planning October Newsletter – circulated. Community Highways application in by 13 th November.
Rural Services Network – The Rural Bulletin – circulated.
CDALC – draft revised constitution – includes reference to £15 annual subscription. Forwarded to PD who is attending meetings.
Kirdford Road resident – highlighting recent accident in Durbans Road and that parked cars restrict visibility at the junction. Response sent by the Clerk.
Andrew Griffith MP – advising that on Wednesday 21 st October he intended to present the Vehicle Registration Offences (Penalty Points) Bill to the House of Commons. The Bill aimed to make numberplate offences under the Vehicle Excise and Registration Act 1994 (VERA 1994) endorsable and consequently subject to penalty points on the recipients driving license. Details circulated.
SSALC – Notification of biannual meeting with Sussex Police on Friday 13 th November 2020, to discuss matters of a strategic nature and receive updates. Any strategic or unresolved topics to be forwarded by Friday 6 th November 2020 at the latest.
Rural Services Network – The Rural Bulletin – circulated.

11. Planning:

a. New Planning Applications:

The following applications were reviewed. Application details had been circulated in advance of the meeting and were also displayed.

Application Number	Application Details
WR/20/02433/TPA - Case Officer: Henry Whitby	Mr Christopher Sclater Hawthorns Newpound Lane Wisborough Green Billingshurst Remove 2 no. lower limbs on south sector on 1 no. Oak tree (T1), subject to LX/97/01121/TPO. <u>No Objection</u>
WR/20/02247/DOM - Case Officer: Vicki Baker	Mr Ross Palmer Wilton Cottage Kirdford Road Wisborough Green RH14 0DB Single storey rear extension. <u>No Objection</u>

WR/20/02451/LBC - Case Officer: Maria Tomlinson	Mr Jonathan Stern Albion House, Petworth Road Wisborough Green RH14 0BH Revised internal door position between kitchen and study. <u>No Objection</u>
WR/20/02503/DOM - Case Officer: Vicki Baker	Mr Martin Arlett Park Lodge Kirdford Road Wisborough Green RH14 0DB Two storey rear extension. Works to also include changing of cladding and UPVC doors and windows to timber casements. <u>No Objection</u>

b. Chichester District Council Planning Decisions:

Application Number	Application Details	Decision
WR/20/00985/FUL - Case Officer: Rebecca Perris	Mr & Mrs Cooke Goslings Newpound Wisborough Green Replacement dwelling, retention of existing 1 no. dwelling to provide accommodation (short term holiday let) and removal of 2 no. mobile homes.	WITH DRAWN
WR/20/01024/DOM - Case Officer: Rebecca Perris Mr Derek Horne	Mr Derek Horne The Old Mill Old Mill Lane Wisborough Green Demolition of existing outbuildings, refurbishment of the existing mill building, erection of a 2-storey side extension and associated works.	PERMIT
WR/20/01025/LBC - Case Officer: Rebecca Perris	Mr Derek Horne The Old Mill Old Mill Lane Wisborough Green Billingshurst Demolition of existing outbuildings, refurbishment of the existing mill building, erection of a 2-storey side extension and associated works.	PERMIT
WR/20/01817/DOM - Case Officer: Rebecca Perris	Mr Stewart Field Westholme Farm Newpound Wisborough Green RH14 0QJ Erection of new outbuilding with 2 no. parking bays, garden store and home office.	PERMIT

WR/20/01886/DOM - Case Officer: Rebecca Perris	Mr & Mrs Chessell 2 Chapel Cottage Petworth Road Wisborough Green RH14 OBH Replacement timber outbuilding in rear garden.	PERMIT
WR/20/01887/LBC - Case Officer: Rebecca Perris	Mr & Mrs Chessell 2 Chapel Cottage Petworth Road Wisborough Green RH14 OBH Replacement timber outbuilding in rear garden.	WITH DRAWN
WR/20/01857/TCA - Case Officer: Henry Whitby	George Nicholls Field House Newpound Lane Wisborough Green RH14 OEE Notification of intention to reduce height by 2 m on 5 no. Conifers (1) and by 5 m on 2 no. Ash trees (2 and 3) and trim back by 2 m on 6 no. Conifers (4).	PERMIT
WR/20/02105/TCA - Case Officer: William Price	Jan Attwood Clovers School Road Wisborough Green RH14 ODU Notification of intention to repollard to existing pollard points 1 no. Eucalyptus tree (T1) and fell 3 no. Eucalyptus trees (T2, T3 and T4).	NO TPO
WR/20/02075/PNO - Case Officer: Vicki Baker	Mr Richard Compton Northlands Farm Newpound Wisborough Green RH14 0QJ Join a new farm track to existing tracks giving amended access to the farm, woods and canal.	WITH DRAWN

12. Finance:

a. Bank Reconciliation:

In the absence of HT, PD confirmed that HT had checked and agreed the Bank Reconciliation for the Parish Council's Barclays Community Account and Natwest Reserve Account for the period ending September 2020.

b. Accounts for Payment:

The Clerk displayed the Payment List for October which was approved. Payments dated 20th October 2020 unless stated otherwise.

Online payments from the Barclays Current Account

Payee	Amount £	Description
Deep Clean Devils Ltd	216.00	Viral treatment of playground, benches and public toilets. Paid 12 th October 2020.
Pyzer Cleaning Services	648.30	Public toilet cleaning and supplies
Sussex Land Services	665.40	Grass cutting contract for September
West Sussex County Council	1,786.51	Clerk's salary for September and payroll charge 01.04 – 30.09.2020
K Twelvetreets	60.00	Re-installation of basketball net
SSALC Limited	72.00	Councillor Training – Effective Councillor and Planning
Moore	360.00	External audit fee for year end March 2020
Mr A Harvey	30.00	Allotment deposit refund
Mrs L N Davies (Clerk)	82.04	Monthly Zoom, monthly IONOS website & email account, monthly HP ink, mileage
TOTAL	3,920.25	

Direct Debit Payments from the Barclays Community Account

Date	Amount £	Payee	Description
21.09.20	28.20	PlusNet	Village Hall Broadband
08.01.20	230.48	NEST	Clerk's Pension contribution for September
19.10.20	28.20	PlusNet	Village Hall Broadband

c. Financial Statement of Accounts:

The statement had been circulated and was also displayed. There were no items of concern to highlight and no further questions.

d. Community Infrastructure Levy:

CDC notification had been received that the Parish Council would be receiving a further payment of £24,351.91 in relation to the Songhust Meadow development. The Finance Committee to consider a costed expenditure plan.

e. 2021/2022 Budget Preparation

Members were reminded to consider expenditure and projects for next year's budget and email details to the Clerk. A Finance Committee Meeting had been called for Tuesday 3rd November when a draft budget and projects for next year would be considered.

13. Other Reports:

a. Village Hall:

Having left the Parish Council, Mrs Overington had now joined the Village Hall Committee and would give more time to the refurbishment project.

b. Allotments:

- Tenancies: The Clerk advised that one tenant had worked a plot sporadically since taking on in March 2015. Several reasons had been given over the years and leniency had been shown. Having taken on a small adjacent area at the start of the year for a greenhouse and shed, the plot had remained virtually unworked; it transpired due to Covid shielding. The tenant was keen to continue and had shown intent by tidying the plot in recent weeks. Members agreed that a further inspection would be undertaken in March 2021 and if it remained tidy, the tenant would be allowed to continue under constant review. If insufficiently worked from April 2021, the tenancy would not be renewed in April 2022.
- Allotment Rents from April 2021: Due to the irregularity in shape and size, the Clerk and LB had now measured the plots to calculate an area measurement for a fairer pricing structure. A chart had been circulated and was displayed which showed the price implications. After some discussion, members resolved that the charge from April 2021 would be 25p per square metre per annum, and that the two larger plot tenants would be given a discretionary discount in recognition of their support and work undertaken on the site; the discount decision was delegated to the Clerk in discussion with the Allotment Supervisor. The 25p charge to be increased to 27p from April 2023 when the charge would be re-assessed with consideration of water and maintenance charges.

c. Health & Safety:

There were no concerns to report.

d. All Parishes Meeting on 16th September 2020:

PD attended the online meeting and presentation slides had subsequently been circulated. He had nothing further to add.

e. Planning Training: LB advised that she had attended a two-hour SSALC planning webinar on 14th October 2020 presented by Flo Churchill, a Petworth based planning consultant. The main messages she gained was that planning was not black or white, but various shades of grey, and that the planning system was undergoing massive changes; the presentation slides were available.

14. Any Other Matters to Report:

- a. PD reiterated that he was hugely disappointed that both Mrs Overington and MN were leaving the Parish Council. He expressed his thanks on behalf of the Parish Council and wished MN success and happiness in his new home. Concurred by all.

15. Date of Next Meeting:

Finance Committee Meeting on Tuesday 3rd November at 7.30 pm on Zoom.

Planning Committee Meeting on Tuesday 3rd November at 8.00 pm on Zoom (only if required to meet CDC deadlines).
Parish Council Meeting on Tuesday 17th November 2020 at 7.45 pm on Zoom.

16. Exclusion of Press and Public: Members resolved under Section 1(2) the Public Bodies (Admission to Meetings) Act 1960, and pursuant to Standing Orders (3d), to exclude the press and public due to the confidential nature of the business to be discussed.

Members unanimously confirmed their support for Mrs Overington to continue to lead and Chair the Neighbourhood Plan Review Group as a Community Member.

Neighbourhood Plan Update

The Clerk advised that the Green Gap Assessment report had been completed and forwarded to AECOM for validation. Access enquiries, policy development and drafting of the updated document continued. When the housing allocation number had been confirmed by CDC, the Strategic Environmental Assessment and Habitats Regulations Assessment work would resume. A Site Selection Report was being compiled and would provide the evidenced options available to the village. A further request had been received to release information to the developer; the request was declined as the Parish Council's position remained unchanged.

SR advised that surveyors had been seen in the Paddock Farm field which had caused some alarm to nearby residents.

There being no further business, the meeting closed at 9.48 pm.

Signed by the Chairman:

Dated: