

Minutes of the Monthly Meeting of the Council on Monday 3rd October 2016 in the Council Chamber at 7.00pm

Present: Mayor CT Taylor, Deputy Mayor BT Price, DJO Chant, MC Gray, DB Halse, MGD James, FD John, JG Lloyd, RT Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

247 Apologies for Absence: ES Evans, DJH George, County Councillor DB Lloyd.

248 Declarations of Interest: Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

249 Confirmation of Minutes for:-

249.1 The Council Monthly Meeting on Monday 5th September 2016 were deferred for approval at the following meeting of the City Council.

249.2 The Second Meeting of the Month on Monday 19th September 2016 were deferred for approval at the following meeting of the City Council.

Matters Arising

250 DIARY DATES The following dates were RESOLVED to be agreed:

250.1 Launch of re: equipment at Waunfawr 6.30pm on Weds 12th October 2016. Cllr Evans and Cllr Halse offered their apologies for the event as they would be attending a meeting of the Ysgol Bro Dewi School Governors.

250.2 Date for residents meeting re: skate park proposal 6pm on Weds 19th October 2016. It was further RESOLVED to defer a site visit to Johnston Skate Park until the residents meeting had taken place.

251 WAUNFAWR The Clerk confirmed that a sign for the playground had been ordered from Sigma Display at a cost of £82.40 + VAT. It was RESOLVED that Cllr Price would collect the sign from the manufacturer,

252 CITY COUNCIL SHIELDS & TIES The Clerk reported that the Council currently had a supply of 6 shields, 4 claret and 9 navy ties as well as 2 ladies scarfs. It was RESOLVED not to purchase any additional items at the present time.

253 MATERNITY COVER This item being a matter of contract was RESOLVED to be deferred to the end of the meeting when under section 100 (A) of the Local Government Act 1972, it was agreed that the public and press be excluded from the meeting for this item on the grounds that it involves the likely disclosure of exempt information.

254 TRAFFIC MATTERS

254.1 Christmas Lighting Ceremony. Ben Blake e-mail of 27th September 2016 together with Emrys Llewelyn e-mail of 28th September 2016 was received. It was RESOLVED to contract Traffic Management Operatives from Pembrokeshire County Council to undertake the installation of traffic signs and safety barriers for the closure of the road to the north side of the Cross Square at a cost of £156.69.

254.2 Trunk Road Sign. Richard Morgan letter of 28th September 2016 was received. It was RESOLVED to contact Mr Morgan to clarify the Council's request for a brown sign on the trunk road at St Clears.

- 254.3 Cycle race 23rd July 2016 County Cllr David Lloyd copy e-mail to Mr Lyndon Lomax endorsing concerns regarding the safety of pedestrians and spectators was received.
- 255 CITY HALL**
- 255.1 Youth Club. The Clerk reported that Mr Wes Spees of WA Architects had confirmed that he anticipated having working drawings and tender documents ready for the end of October.
- 255.2 Stage curtains - The Curtain Company quote for replacement stage curtains, blackout curtains and a balcony curtains and fitting for the total sum of £6301.00 + VAT was received. It was RESOLVED to request samples of patterned stage curtains. It was further RESOLVED to obtain a quote for boarding up the front of the balcony.
- 256 ABERFAN DISASTER MEMORIAL** The Clerk confirmed that the commemoration was to take place at 9am on Friday 21st October at Ysgol Bro Dewi. It was RESOLVED to invite Mrs Marion Raymond to plant a tree at the school and to arrange for the release of 116 balloons, representing each of the Pantglas school children, following a blessing by Canon Dorrien Davies. The Clerk reported that approximate costs were in the region of £40 for a cherry tree from Bernie Stevens and environmentally friendly biodegradable balloons were £19.99 for 100 from littlecherrytree.co.uk It was RESOLVED to authorise the Clerk to purchase such items as may be necessary for the event.
- 257 YSGOL DEWI SANT SCHOOL COUNCIL** Linzi Morris e-mail of 27th September 2016 confirming that members of the School Council would attend the monthly meeting of the City Council on 7th November 2016 was received.
- 258 ST DAVIDS 3-16 VA SCHOOL** Cllr Evans e-mail of 7th September together with Huw Jones e-mail of 23rd September 2016 containing key information and vision statements was received. Members were particularly concerned about the proposal to host the Foundation phase at the Solva site, especially as there is no information available regarding transport details or the refurbishment of the existing buildings which were deemed unsatisfactory by Estyn. Many Councillors reported that they had been approached by local residents who were extremely dismayed that their younger children will not be educated in their community and would now have to travel to school at a site that is presently deemed inadequate when there is presently a primary school fit for purpose on their doorstep. The Council considered that there was to be a general feeling in the area that this was not what was being supported when the proposal regarding the retention of the three sites was being consulted upon by the Local Education Authority. Members also had concerns regarding the projected pupil numbers for the secondary element of the school and the impact that those numbers will have on future funding and the proposal to reduce the building capacity of the Millard Park site. It was RESOLVED to write to County Councillor David Lloyd in his capacity a Member for St Davids outlining the concerns of the council together with those received from local residents.

Finance

- 259 INSURANCE RENEWAL** The Responsible Finance Officer reported that the City Council's insurance premium had been renewed with Came & Company at a cost of £7117.56 for 12 months.

Accounts

- 260 Internal Audit for August 2016.** The Responsible Finance Officer confirmed that the internal audit had been completed satisfactorily.
- 261 Accounts for September 2016.**

INCOME AND EXPENDITURE SEPTEMBER 2016			
Balance as at 28/09/2016		£	
	Current A/c	281161.82	
INCOME	Car Park	22357.00	
	City Hall	2136.34	
	Cafe	1821.92	
	Market stalls	945.00	
	Total	27260.26	
LGA 1972 SEC137 for 2016/17 is £10840			LGA 1972 Sec 214 Cemetery
	Last month's donations	200	Total donated 2016/17
	2016/17 total	1650	Nil
	Balance available	9340	
PAYMENTS		£	
	Admin	1622.40	Salaries: Clerk & RFO
		42.00	Computer repairs
		237.34	Internet/telephone
		86.40	Job advert
		345.60	Course for RFO
		11.47	Water
	Whitesands	4301.05	Attendant's commission
		1367.40	Cafe repairs
	Playground	109.80	
	Hall & House	419.37	Caretaker's salary
		154.14	Fire testing
		199.05	Supplies
		18.32	D/D Boiler service etc
		107.85	Plants
	Mayor's Expenses	225.00	Taxi
	St Justinians	913.92	Toilet hire & cleaning
	Miscellaneous	1150.00	Newsletter
		240.00	Market stalls
		774.00	Quickwell toilets
		988.00	PCC (3 properties)
		100.88	Dwr Cymru -(2props)
		275.00	Half cost of buffet
	Total	13688.99	
Minutes 2016 / 2017		54	

It was RESOLVED to approve the accounts for the month and to grant permission to pay.

Correspondence:

- 262** Rona Liggitt e-mail of 14th July 2016 Complaint regarding Post Office counter at Cks Supermarket was received. It was RESOLVED to write to CKs Supermarket endorsing the St Davids Peninsula Tourist Association's concern regarding staffing provision at the Post Office counter and to request confirmation of the Post Office opening hours.
- 263** Mavis Connolly-Phair e-mail of 16th August 2016 Timoleague, West Cork twinning invitation was received. As St Davids was presently twinned with Naas in Ireland it was RESOLVED not to proceed with the twinning request.
- 264** PCNPA Development Plans Team e-mail of 23rd August 2016 containing letters form Martina Dunne regarding LDP replacement and candidate sites. It was RESOLVED to defer this item for discussion at the following meeting of the City Council.
- 265** Claire Jones, Monitoring Officer at PCC letter of 9th September 2016 Code of Conduct adoption together with Jenny Captao e-mail of 26th September 2016. It was RESOLVED to adopt the revised Code of Conduct as contained in Jenny Captao's e-mail of 26th September 2016. It was further RESOLVED to accept the Monitoring Officer's offer to contact the Ombudsman on behalf of the City Council, confirming that they adopted the revised Code, as well as to accept the Monitoring Officer's offer to place a composite notice in a newspaper and to contribute up to £30 towards the cost of the publication.
- 266** PCC Highway Authority Notice of Temporary Road Closure at Gospel Lane was received.
- 267** Ioan Teifi e-mail of 23rd September Future of tourism in Pembrokeshire was received and it was RESOLVED to forward a copy of the information to St Davids Peninsula Tourist Association and to Ian Griffiths, Director of Pembrokeshire Tourism.
- 268** Alex Harding e-mail of 27th September 2016 Invitation to ibeacon presentation was received.
- 269 Reports from Members representing the Council:-**
- 269.1 St Davids Carnival Association. Nothing to report.
- 269.2 St Davids Christmas Tree Association. Cllr Price reported that the next meeting of the Association would take place on 3rd November at 7pm in The Bishops.
- 269.3 St Davids Day Celebration Group. It was RESOLVED to convene a meeting to take place at 11am on 10th October 2016 in the Council Chamber.
- 269.4 St Davids Day Centre for the Elderly. Cllr Williams reported that the sunshine through the present blinds in the Memorial Hall made it difficult to view films and presentations on large screens. It was RESOLVED to obtain a quote for a blackout blind similar to those installed at the rear of the stage in the City Hall. Cllr Chant reported that he had been contacted by a resident that was unable to access a nail cutting service. Cllr James confirmed that the service had now been withdrawn. Cllr James and Williams confirmed that the Day Centre group had not applied to PAVS for grant funding. The Responsible Finance Officer informed the Council that the chiropodists currently operating at the St Davids Wellbeing Centre were considering whether they could offer a similar service and that a response would be forthcoming soon.
- 269.5 St Davids Peninsula Tourist Association. Cllr Evans provided Members with the following report:
- Tourist Association Meeting 14th September 2016*
- *Newgale Shingle Bank – nothing further to report*
 - *Cathedral Festival – Dates for 2017: 26th May – 4th June*
 - *Treasurers Report – transfer of responsibilities to Cath Orchard is in progress, full report at next meeting.*

- *Broadsheet 2017 – agreed to print 120,00 copies as in 2016*
- *Sandchurch Competition – 2016 competition was very successful, thanks to all who supported. Doug/Rona to ascertain tide times to set 2017 date.*
- *Solva Edge Festival – very successful.*
- *St Davids Carnival – Sad to see only 4 floats, but the rugby club games etc appeared to be successful, discussion regarding the day change.*
- *A Sense of Place – Project now funded by Tourist Assoc due to withdrawal of Refreshing North Pembrokeshire funding due to publication rights. There will be a small charge for the publication to cover printing costs & retailer inconvenience, but no profit to assoc.*
- *St Davids Public WiFi – Boxes are installed, although not all are working yet. Looking for replacement host for bottom of Cross Square before fully operational.*
- *Mobile Phone App – the tourist assoc are consulting with WebAdept to develop this, to run in conjunction with the WiFi on the High Street project.*
- *Photographic Competition – poor entries in recent weeks, therefore it was proposed to change this competition in the future to run one-off themed events – Doug to speak with WebAdept regarding technology issues.*
- *Coast to Coast Add – agreed the same add as 2016, cost £500*
- *AGM – 23rd November, venue tbc*
- *Next Meeting 9th November, 7.30 Memorial Hall*

269.6 Porthclais Harbour Authority. Nothing to report.

269.7 St Davids - Matsieng Lesotho Link. Cllr Taylor provided Members with the following report:

The group met at the City Council Chamber on Tuesday of last week. It was a relatively well attended meeting, and we were in particular delighted to welcome staff member Caroline Blair from Ysgol Dewi Sant who was able to update us on the many activities being undertaken in the school to strengthen the links between our two communities. Also our own group member Andy Dixon was able to report on the conversations he is having within the Rugby Club about our plans to establish a rugby academy in Matsieng. It was agreed that it would be desirable if both the school and the club would be able to work together to further this objective, and that a further report would be made to our Annual General Meeting which it was agreed should be held on 15th November. Tuesday 4th October will be Lesotho Independence Day when traditionally Councillor Malcolm Gray flies the Lesotho National flag on Cross Square, and Caroline suggested that some of the students at Ysgol Dewi Sant might make some sort of small banner to be put up on the Square explaining why this particular flag is being flown in St Davids. It was also agreed to hold a fund raising event in the New Year, if possible on 14th January. Cllr Taylor informed Members that he had written letters of congratulations to both HRH Prince Seeiso and the High Commissioner regarding the forthcoming 50th anniversary of Independence,

269.8 Youth Club. Cllr James reported that club now had 29 members and had been meeting at the Scout Hut while the Drop In area was inaccessible due to building work.

269.9 Ysgol Bro Dewi Governor. Cllr Halse reported that the governing body's top priority was to ensure that the children were properly educated throughout the period of transition from three schools to one. Cllr Halse confirmed that the new Acting Headteacher, Mari Jones was settling in well and the next meeting was to take place on 12th October 2016.

269.10 Planed Community Forum. Cllr Halse reported that the Forum had recently held an Annual General Meeting, were currently working on their Sense of Place leaflets and continued to be very involved with the Memory Café. The Forum were very keen to meet with the City Council and Cllrs Halse and James had advised them to write to the Clerk in order to arrange a date.

269.11 Porthstinan Boat Owners Association. Cllr Chant provided members with the following report:

At the short notice general meeting held on 29th September 2016 it was agreed to register the PBOA as a Community Interest Company which would satisfy the RNLI and allow the Association to continue to use the existing slipway at St Justinians. Being a CIC could make it more difficult for the Association to access grant funding which puts them in a compromising position. Ann Humble has stood down as Secretary and Mr Andrew Westman has agree to undertake the role temporarily until the next AGM in early 2017.

269.12 Porthmawr Surf Life Saving Club. Nothing to report.

269.13 Community Land Trust. Nothing to report.

Planning:

270 NP/16/513/TPO Pollard Hawthorn at about 2.4m, crown reduce Birch by 1/3rd, crown reduce Rowan by 1/3rd, Sorbus - crown lift over lawn & slight crown thin to reduce windail. Trim laurel behind with hedgecutter at 12 Goat Street, SA62 6RF. It was RESOLVED to support the application.

Any other business:

271 Cllr Williams reported that the Food Hygiene certificates were due to expire and requested that a refresher course be arranged.

There being no further business the meeting closed at 8.35pm

Signed
Chair

Date

Minutes of the Monthly Meeting of the Council on Monday 17th October 2016 in the Council Chamber at 7.00pm

Present: Mayor CT Taylor, DJO Chant, ES Evans, DJH George, DB Halse, MGD James, FD John, JG Lloyd, RT Thornton, S Williams with CH Gray (Clerk) and PL Evans (Responsible Finance Officer).

272 Apologies for Absence: BT Price, MC Gray,

273 Declarations of Interest: Members were requested to identify any declarations of personal or prejudicial interests that they might have in relation to items on the agenda.

273.1 Cllr Taylor declared a personal interest in relation to Item 279.

273.2 Cllr Evans declared a prejudicial interest in relation to Item 296 and left the Council Chamber while the item was discussed.

Matters Arising

274 DIARY DATES Members were reminded of the following events:

274.1 Residents' meeting re: skate park proposal 6pm on Weds 19th October 2016.

274.2 Aberfan disaster memorial 9am on Friday 21st October at Ysgol Bro Dewi.

275 ST DAVIDS 3-16 VA SCHOOL Members were joined by County Councillor David Lloyd to discuss the various concerns raised by members at the meeting of 3rd October including the proposal to provide foundation phase education at the Solva campus, pupil travel arrangements, improvements to school buildings, projected pupil numbers and school capacity. Shortly before the meeting a copy e-mail was received from Kate Evan-Hughes, Director for Children & Schools in response to the City Council letter of 5th October to Cllr Lloyd (a copy of which is attached to these minutes). Ms Evan-Hughes stated the following:

275.1 *The Key Information and Vision presentation was prepared with a view to discussing possible configuration models on the three school sites. This was undertaken by Lloyd Wilson Partnership in conjunction with the three Headteachers and its basis hinged upon the Donaldson curriculum principles. The public engagement meeting held on 22nd September merely explored some of these options and local stakeholders provided their suggestions/observations.*

275.2 *As a joint proposer to the 3-16 VA school, the Diocese has been involved in subsequent discussions regarding the preferred configuration and we are nearing a mutually agreeable position.*

275.3 *The comment in the City Council's letter regarding the siting of the Foundation Phase is presumptuous. The decisions to be taken on the preferred configuration will be taken after considering the following:*

275.3.1.1 *The key principles in the County Council's case for change*

275.3.1.2 *An assessment of the available accommodation at each site*

275.3.1.3 *Each site's suitability*

275.3.1.4 *Projected pupil numbers and as with all our 21C projects the importance of ensuring that accommodation is flexible to contracting and expanding numbers, the need to remove surplus places, notably on the Ysgol Dewi Sant site and the capital funding available.*

275.4 The Mayor welcomed Cllr Lloyd to the meeting and endorsed the points raised in the City Council's letter of 5th October stating that the concerns of local residents were valid.

275.5 Cllr Lloyd stated that the community only just escaped the closure of both Ysgol Dewi Sant and Solva Primary schools. The proposal put together was the harsh reality of what the area is facing. At the recent presentation at Carnwchwn where he estimated there were approximately 60 women and 20 men, Cllr Lloyd received the impression that people were not angry. Walking

children to school is no longer the norm and the reality is that people have to drive to school. The Diocese had contributed substantial input into the new model and Cllr Lloyd was confident that people who are educationalists would agree that it is an outstanding solution to the problem.

- 275.6 Cllr Evans stated that people at the recent meeting were quiet because they were absorbing the information and that now, having had time to digest it, they were telling the City Councillor's what they thoughts and the majority of people were not happy with the proposals.
- 275.7 Cllr Lloyd suggested that a further public meeting would be in order and agreed to convene one in the City Hall with the relevant County Council officers present. It was agreed that the Clerk would distribute posters advertising the meeting once a date had been confirmed.
- 275.8 Cllr Thornton stated that the transporting of primary school pupils to separate sites was a new idea and details were not included in the original proposal.
- 275.9 Cllr George asked whether transport would be available free of charge for pupils?
- 275.10 Cllr Lloyd replied that free transport would be provided for children aged 5 and over.
- 275.11 Cllr Williams asked whether the proposal to merge the primary elements of the Solva and Bro Dewi sites had come from the Diocese?
- 275.12 Cllr Lloyd replied that the proposal had been a result of consultations that took place with the Headteachers of the three respective schools and stated that the fact they had come up with a solution was remarkable.
- 275.13 Cllr Evans stated that it was a shame that the Local Authority had allowed Solva School to deteriorate so badly and that a huge amount of the budget would now need to be invested in building repair work. Cllr Evans was also surprised that the Diocese were prepared to take on a property in such a poor state of repair.
- 275.14 Cllr Lloyd stated that he was not in a position to comment on the Authority's past decisions and that he Diocese would only have to pay for a proportion of the repair work. Cllr Lloyd asked that the Clerk compile a list of questions prior to the public meeting in order for him to be able to fully address the issues raised.
- 275.15 Cllr Lloyd informed Members that in order for an A Level to be financially viable at a school there must be at least 12 pupils studying the subject. Ysgol Dewi Sant currently offered 11 A Level subjects, though only 4 were viable. Cllr Lloyd proposes that a virtual A level delivery programme be implemented throughout the county with core subjects being retained in schools and others being delivered via the internet.

COMMUNITY LAND TRUST

Cllr Lloyd informed members that the CLT was unable to proceed with the loan of £153,000 from Pembrokeshire County Council until the new financial year and consequently anticipated submitting a pre-application for planning consent in April 2017. Cllr Lloyd was hopeful that the Welsh Assembly Government would agree to underwrite the loan in November. Following the Mayor's thanks, Cllr Lloyd left the meeting.

- 276** TRAFFIC MATTERS It was RESOLVED that under section 100 (A) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information

277 CITY HALL

- 277.1 Stage curtains. Curtain Company e-mail of 10th October 2016 was received, together with fabric samples, It was RESOLVED to obtain quotes for the stage curtains in neutral patterned fabric.
- 277.2 St Davids & Solva Art Group letter of 26th September 2016 was received.

- 278** POST OFFICE COUNTER The Clerk informed Members that she had not received a response from Cks Supermarket to date. It was RESOLVED to forward a copy of the complaint to CKs Headoffice in Morfa.
- 279** PCNPA LDP replacement and candidate sites. Martina Dunne letter (dated August 2016) was received together with Minute 91 taken at a meeting of the City Council on 23rd May 2016. It was RESOLVED that the Clerk would complete a submission form for each separate site proposed by the City Council at its meeting in May 2016.
- 280** CODE OF CONDUCT ADOPTION. Jenny Capitaio e-mail of 10th October 2016 in response to Clerk's confirmation that SDCC adopted the revised Code was received.
- 281** TIMOLEAGUE TWINNING REQUEST Mavis Connolly-Phair e-mail of thanks dated 10th October 2016 was received.
- 282** NEWGALE COASTAL ADAPTATION SCHEME Emyr Williams e-mails of 7th October together with Newsletter was received and it was RESOLVED that Cllrs Chant, Evans and Taylor would attend the site visit and presentation.
- 283** CHRISTMAS STREET LIGHTING DISPLAY Martin Avil e-mail of 29th September 2016 was received and it was RESOLVED to ascertain the true cost of installing a new sleeve on the public highway.
- 284** Boundary Commission for Wales letter (not dated) Review of parliamentary constituencies (deferred from meeting of City Council on 19th September 2016). It was RESOLVED to defer this item for further discussion at the following meeting of the City Council.
- 285** OFFICE COMPUTER AND PHOTOCOPIER The Clerk reported that the computer's hard drive had been updated, the photocopier fuser had been replaced and a new laptop ordered.

Correspondence:

- 286** Mid & west Wales Fire & Rescue Service Draft corporate plan 2017-2022. It was RESOLVED to invite Mr Rob Quin, Director of Operational Support and Improvement to meet with the City Council in order to discuss the Plan.
- 287** Alan York letter of thanks dated 7th October 2016 was received.
- 288** Emma Evans e-mail of 7th October 2016 Facebook message re: Soapbox Derby was received and it was RESOLVED to advise the event organisers to contact the St Davids Peninsula Tourist Association.
- 289** North Pems Transport Forum e-mail of 9th October 2016 Carpooling questionnaire was received and was RESOLVED to be included in the forthcoming St Davids City News.
- 290** Lost Cove e-mail of 10th October 2016 Meeting date with City Council was received.
- 291** Christmas Tree Association e-mail of 11th October 2016 Tree lighting ceremony was received.
- 292** Diane Turner letter of 12th October 2016 St David library service was received and it was RESOLVED to contact Pembroekshire County Council to clarify the future provision of the library service in St Davids.
- 293** Cath Ranson, Development Plans and Conservation Manager at Pembroekshire County Council & Martina Dunne, Head of Park Direction at Pembroekshire Coast National Park Authority, letter (dated October 2016 Joint Supplementary Planning Guidance - Planning Obligations. Please see also minutes of meeting of City Council on 11th July 2016.
- 294** Torth Y Tir e-mail (not dated) Crowd Funding Campaign. Verbal request received to attend future meeting of the City Council. The Council considered that at present they were not ins a position to make a financial contribution to the scheme but RESOLVED to invite Mr Dunn to attend a future meeting of the City Council in order to further discuss the project.

298 Berea Chapel letter of thanks (not dated) was received.

299 Paul Howe e-mail of 14th October 2016 Request from the PE & Music in the Community Sub-Committee at Ysgol Dewi Sant for a donation from the proceeds of tickets sales for the City Council’s Christmas pantomime. It was RESOLVED to ‘hand over’ the organisation of the pantomime ie. Event promotion, ticket sales, providing refreshments etc to the Sub-Committee and to allow them to retain 100% of the profits raised.

Planning:

300 NP/16/440 Seasonal single yurt at Felin Isaf, St Davids. Although resolved to be supported by the City Council the application was to be recommended for refusal by PCNPA at a meeting of the Development Control Committee on 19th October in Llanion House. It was RESOLVED that the Mayor would represent the Council at the meeting to support the application.

Any other business:

301 Podiatry service. The Responsible Finance Officer informed Members that considerable progress had been made to provide a replacement podiatry service to elderly residents following the decision of Age Cymru Pembrokeshire to terminate the nail cutting service in August 2016, and that a formal proposal would be submitted to the City Council at the following monthly meeting.

302 The Responsible Finance Officer requested permission to purchase food and sundries for Christmas events. It was RESOLVED to approve the request and grant permission to purchase such items as may be necessary.

There being no further business the meeting closed at 8.40pm

Signed
Chair

Date