MINUTES OF THE MONTHLY MEETING OF ROSCOMMON COUNTY COUNCIL HELD IN THE COUNCIL CHAMBER, COURTHOUSE, ROSCOMMON, ON MONDAY THE 27th SEPTEMBER, 2010 AT 2.15 P.M..

PRESENT Councillor Luke 'Ming' Flanagan, Cathaoirleach PRESIDED

MEMBERS:			U	M. Connaughton
	•		T. Crosby	
	R. Doherty	L. Fallon	P. Fitzmaurice	G. Garvey
	E. Keenan	J. Kelly	P. Kilduff	J. Kenny
	O. Leyden	O. Moore	P. McNamara	M. McGreal
	M. Mulligan	E. Murphy	J. Naughten	T. Ward.

- OFFICIALS: Frank Dawson, County Manager. John Cunningham, Director of Services. Tommy Ryan, Director of Services Martin Lydon, Head of Finance. Majella Hunt, Director of Services. Kathleen Martin, Director of Services. Fiona ni Chuinn, Meetings Administrator.
- **APOLOGIES:** Apologies were received from Councillor Keogh.

110.10. ADOPTION OF MINUTES:

On the **PROPOSAL** of Councillor Crosby **SECONDED** by Councillor Murphy It was **AGREED** to adopt the Minutes of the Monthly Meeting held on 26.7.2010.

111.10. SPECIFIED DEVELOPMENT UNDER SECTION 179 OF PART X1 OF THE LOCAL GOVERNMENT (PLANNING & DEVELOPMENT) ACT, 2000 AND PART 8 OF THE LOCAL GOVERNMENT (PLANNING & DEVELOPMENT) REGULATIONS 2001 –

• Upgrade of Termonbarry Wastewater Treatment System

The County Manager's Report had been circulated to the members.

I have considered the various reports in relation to the Specified Development set out hereunder:-

Nature and extent of development	Location of development	
Upgrade of Waste Water Treatment Plant	Termonbarry, Co. Roscommon	

As referred to in Part Xl of Section 179, Sub-section 3(a) and 3(b) of the Planning & Development Act, 2000 the Council has complied with the requirements of the

Regulations in respect of the proposed development and a necessary public notice was published in accordance with the requirement of the Regulations. It is proposed to proceed with the works listed as soon as possible.

John Cunningham, Director of Services informed the members that the works proposed in this case involved the construction of 1 no extended aeration tank or equivalent system, phosphorous removal unit, tertiary treatment unit and associated site works at Ballytoohey Td, Termonbarry, so as to reduce odour and improve the operational control of the Waste Water Treatment Plant. The proposed development should be proceeded with and he recommended same to the members.

Members raised the following issues:-

- Queried the location and cost of the development.
- Queried if Contracts were finalised for Elphin Sewerage Treatment Plant and if so was funding for same ringfenced.
- Fee of €250 for water disconnection and reconnection excessive.
- When will Hodson Bay and Barrymore sewerage scheme pipe laying be completed?
- Will Roscommon County Council be obliged to make financial contributions to Schemes going forward.

John Cunningham, Director of Services, responded to the queries raised and stated that Tarmonbarry works will be on the site of the existing plant. The Hodson Bay pipeline Contract is ongoing. Under the Water Pricing Policy local authority contributions for Schemes could be in the region of 30% and we may have to consider drawing down loans.

On the **PROPOSAL** of Councillor Crosby

SECONDED by Councillor Murphy

It was **AGREED** to proceed with the works in accordance with the approved plans.

112.10. DRAFT STANDING ORDERS 2010:

Tommy Ryan, Director of Services informed the members that the Standing Orders have been under review over recent months. It was agreed at the May Meeting of the Council that all members would be given an opportunity to make submissions on proposed amendments to the draft Standing Orders. A list of the submissions received and the decision of the Standing Orders Committee in relation to these submissions has been circulated to the members.

Members raised the following issues:-

- No section of the Standing Orders deals with Area Committee Meetings.
- Directors of Services should be in attendance at Area Meetings.
- Need the personnel at Area Meetings who can answer the questions
- Area based issues should only be debated upon by the relevant Area Councillors.
- Issues raised were to be responded to within a specified timeframe under the protocol.
- Minutes of Area Meetings should be on the Extranet.

- Queried the position regarding the Chairpersonship of Strategic Policy Committees.
- Area Meetings were for a trial period of one year.

The County Manager, Frank Dawson, stated that Area Meetings are part of Better Local Government. If there is notice of a particular item for discussion at an Area Meeting then a Senior Executive Officer/Senior Engineer from the relevant area will be in attendance at the meeting.

On the **PROPOSAL** of Councillor Doherty

SECONDED by Councillor McGreal

It was **AGREED** That Standing Orders be amended to allow one Notice of Motion per member, relating to a matter of their choice, to the full Council Meeting. Debate on local area issues to be confined to members from the Local Electoral Area and that the amended Standing Orders be brought to the October meeting of the Council for formal adoption

113.10. AUDITED ANNUAL FINANCIAL STATEMENT 2009:

On the **PROPOSAL** of Councillor Connolly **SECONDED** by Councillor Cummins

It was **AGREED** to adopt the Audited Annual Financial Statement 2009.

114.10. DECLARATION OF PUBLIC ROADS AT -

- "Ard Aoibhinn" Ardsallaghmore Td, Roscommon.
- "Ballyclare Court" Ballyclare Td, Ballyleague, Co. Roscommon (circulated).

On the **PROPOSAL** of Councillor Leyden

SECONDED by Councillor Connolly

It was **AGREED** to have the road located at "Ard Aoibhinn" in the townland of Ardsallaghmore, Roscommon, declared to be a public road.

On the **PROPOSAL** of Councillor Crosby

SECONDED by Councillor Beirne

It was **AGREED** to have the road located at "Ballyclare Court", in the townland of Ballyclare, Co. Roscommon, declared to be a public road.

On the **PROPOSAL** of Councillor Naughten

SECONDED by Councillor Ward

It was **AGREED** that Roscommon County Council request a meeting with the NRA to address the issue of additional signage at exits off the M6 in County Roscommon.

Majella Hunt, Director of Services, informed the members that discussions were ongoing with the NRA in relation to additional signage on the M6 and a proposal for regularising directional/tourism and advertising signage had been submitted to the NRA for consideration.

115.10. PRESENTATION ON CLIMATE CHANGE PROMOTED BY SEI, EPA & DEHLG.

Gavin Harte who has been engaged by SEI, EPA & DEH&LG made a Presentation to the members highlighting the following issues regarding Climate Change:-

- The climate is changing will you?
- Current Global trends in energy supply and consumption are unsustainable.
- Reasons to change our relationship with oil.
- Carbon Cycle disturbances greenhouse effect.
- Impact of weather/climate changes in Ireland.
- Barriers to action on climate change.

Members raised the following issues:

- Government are totally negligent in dealing with the huge backlog to connect to the national grid.
- Queried the percentage of Co2 emissions Ireland released into the atmosphere in relation to the rest of the world.

Gavin Harte responded in detail to the issues raised by the members.

It was **PROPOSED** by Councillor McGreal

SECONDED by Councillor Naughten

That Roscommon County Council call on the Minister for Environment. Heritage & Local Government to bring forward details of the 10,000 jobs that he proposed to have in place before Christmas in a retro fitting programme re energy saving measures for housing.

The Cathaoirleach thanked Gavin Harte for his excellent Presentation.

116.10. PRESENTATION BY SLIABH BÁN COMMUNITY GROUP RE WIND TURBINE PROPOSAL:

Mike de Jong, Willie Compton and Cha O'Rourke on behalf of Sliabh Bán Community Group addressed the members and informed them that the Forestry Company Coillte were proposing to apply for planning permission to erect 21 Wind Turbines on Sliabh Bán mountain. Sliabh Bán is the tallest peak in County Roscommon and is a landmark mountain as it is surrounded by midland plains and is visible from large areas of both Roscommon and Longford. Potentially these turbines will have a huge negative impact on Sliabh Bán's ongoing development as a tourist attraction. The turbines will be built alongside existing walking routes and will appear as large obtrusive objects on an otherwise attractive mountain landscape disturbing views from miles around. Locals are concerned that the sight of tall industrial turbines will damage the natural view in the area. Coillte plans to apply for planning permission for the Wind Turbines in September 2010. A number of Roscommon Councillors are opposed to this development and it is important that those opposed to these Plans voice their concerns sooner rather than later and preserve Sliabh Bán as an amenity site. Members raised the following issues:-

- Sliabh Bán should be classified as an area of high amenity.
- Coillte should look at offshore options to develop wind energy.
- Queried whether the Council could guarantee an upgrade of the road net work in the area if the Coillte project went ahead?
- Sliabh Bán will be destroyed with 21 Wind Turbines.
- Very little local jobs involved in the proposal.
- Queried the risk of landslide occurring as a result of the Wind Farm development.
- Queried Coillte's involvement in Wind Energy when the Company was established to grow trees.
- More should have been done in the Development Plan to protect Sliabh Bán

On the PROPOSAL of Councillor Crosby

SECONDED by Councillor Kelly

It was **AGREED** That Roscommon County Council request Coillte to source an alternative location for the provision of the Wind Turbines in view of the tourism potential of Sliabh Bán mountain.

On the **PROPOSAL** of Councillor Beirne

SECONDED by Councillor Connolly

It was **AGREED** "That Roscommon County Council vary its County Development Plan in order to classify Sliabh Bán mountain situated to the South East of Strokestown as an area of high natural amenity."

On the **PROPOSAL** of Councillor Kelly

SECONDED by Councillor Naughten

It was **AGREED** "That Roscommon County Council call on the Minister for Environment, Heritage & Local Government to review the current Wind Energy Policy with a view to placing greater emphasis on off-shore Wind Energy development.

John Cunningham, Director of Services, responded to the queries raised and stated that it was not an appropriate time to seek a variation of the County Development Plan and that it would be more appropriate to wait until 2012 when the Plan comes up for review. The Landscape Character Assessment of the county afforded certain protections to Sliabh Bán and while it is possible to put the area forward as a candidate site for special amenity status to the Minister, in practice very few sites have been approved for this designation nationally. The process could take several years and would not have any influence on the current planning application. The review of the current County Development Plan commences in 2012 and that is considered to be the appropriate time for consideration of such a designation. He continued that the Planning Application by Coillte was a separate issue and the Council will consider all aspects of the application and submissions from all interested parties.

117.10. EXTENSION OF STANDING ORDERS:

On the **PROPOSAL** of Councillor Beirne **SECONDED** by Councillor Cummins It was **AGREED** to extend Standing Orders to the close of business.

118.10. QUESTIONS IN ACCORDANCE WITH STANDING ORDER NO. 135.

Replies to the Questions submitted by members were circulated (see schedule).

119.10. CORRESPONDENCE AND CATHAOIRLEACH'S BUSINESS.

1. Letter from Department of Transport re Applications for the Declarations of Motorways – Section 8, Roads Act, 2007.

2. Letter dated 27.8.2010 from DoEH&LG re increase in the level of litter ines and also to introduce a 'Name & Shame' Policy.

3. Letter dated 9.8.2010 from Department of Health & Children re Head Shops.

4. E-mail dated 28.7.2010 from Cork County Council seeking support for a Notice of Motion re the issue of formal apologies for the abuse inflicted on women and young girls in the Magdalene Laundries and to establish a distinct redress scheme for all survivors.

5. Letter dated 23.9.2010 from Monaghan Town Council seeking support for a Notice of Motion re proposed increase in ESB charges.

6. Letter of acknowledgement from DoEH&LG re the Differential Rent Scheme.

7. Letter dated 19.8.2010 from the Department of Health & Children re disbandment of the HSE.

8. Letter dated 12.8.2010 from the DoEH&LG re Renewed Programme for Government.

9. Letter of acknowledgement dated 11.8.2010 re regulations in relation to planning objections.

10. Letter of acknowledgement from the Office of the Minister for Education & Science re High Education Grants.

11. Letter dated 26.7.2010 from the HSE re Day Care Services at the Plunkett Community Nursing Unit in Boyle.

Early Morning Train Service – Longford – Sligo:

The Cathaoirleach sought the support of the members to make a submission to Iarnród Éireann to provide an early morning train service from Longford to Sligo.

Members raised the following issues:

- No trolley service available on the early morning Westport train.
- Need for a voucher system to encourage people into the county.
- Currently have a second class service on the Westport line.

The County Manager responded that a study on this issue had been carried out by Halcro Rail identifying the need to bring forward a joint approach with counties Leitrim and Sligo through the County Development Board to progress this matter.

On the **PROPOSAL** of Councillor Flanagan

SECONDED by Councillor Ward

It was **AGREED** That Roscommon County Council liaise with Sligo, Leitrim and Longford County Development Boards through the Community and Enterprise function to progress the issue with Iarnród Éireann.

120.10. NOTICES OF MOTION.

59. SPEED RESTRICTION SYSTEMS:

Notice of Motion from Councillor Crosby – 59/10

"That Roscommon County Council would make a submission to the Minister the Government and relevant Departments requesting that Speed Restriction Systems would be made a statutory requirement on all motor vehicles for drivers under twenty five years of age in order to combat the horrific level of road accidents involving young drivers".

That this Notice of Motion be circulated to all Local Authorities in the Country for their support.

The Meetings Administrator read the following reply:-

This Notice of Motion requires a Resolution of the Council.

Members raised the following issues:-

- Other European countries have already introduced a Speed Restriction System on trucks and buses
- Issue of restricting family cars.
- There is technology in place to code speed restrictions into cars.

On the **PROPOSAL** of Councillor Crosby **SECONDED** by Councillor Ward

It was **AGREED**"That Roscommon County Council would make a submission to the Minister the Government and relevant Departments requesting that Speed Restriction Systems would be made a statutory requirement on all motor vehicles for drivers under twenty five years of age in order to combat the horrific level of road accidents involving young drivers".

That this Notice of Motion be circulated to all Local Authorities in the Country for their support.

60. COMMERCIAL TAXATION OF VEHICLES - PROCEDURES: Notice of Motion from Councillor Kelly – 60/10.

"That Roscommon County Council request the Minister for Environment to revert Commercial Taxation of vehicles procedures to what was in place prior to August, 2010 and that the application and administration of same continue as heretofore."

The Meetings Administrator read the following reply:-

This Notice of Motion requires a Resolution of the Council.

Members raised the following issues:-

• Commercial taxation of vehicles became a big issue in August, 2010.

- People fearful of signing "goods" Declaration.
- Policy is unenforceable.

On the **PROPOSAL** of Councillor Kelly

SECONDED by Councillor Ward

It was **AGREED** "That Roscommon County Council request the Minister for Environment to revert Commercial Taxation of vehicles procedures to what was in place prior to August, 2010 and that the application and administration of same continue as heretofore."

61. CIVIC RECEPTION:

Notice of Motion from Councillor Keenan – 61/10.

"That Roscommon County Council honour at the next Civic Reception, Breege Shannon, Tartan, Ballinameen and Elphin Comhaltas Ceoltóirí Éireann who won two all Irelands at the recent Comhaltas Ceoltóirí Éireann finals".

The Meetings Administrator read the following reply:-

This Notice of Motion requires a Resolution of the Council.

On the **PROPOSAL** of Councillor Keenan

SECONDED by Councillor Kelly

It was **AGREED** "That Roscommon County Council honour at the next Civic Reception, Breege Shannon, Tartan, Ballinameen and Elphin Comhaltas Ceoltóirí Éireann who won two all Irelands at the recent Comhaltas Ceoltóirí Éireann finals".

62. CIVIC RECEPTION:

Notice of Motion from Councillor Kilduff – 62/10.

"That Roscommon County Council honour at the next civic reception, Enda Beattie, Lecarrow, Knockcroghery, Co. Roscommon and Michael Glynn, Denaglahan, Ballydangan, Co. Roscommon who won silver medals in the Basketball competition at the Irish Special Olympics, held recently in Limerick". *The Meetings Administrator read the following reply:-*

This Notice of Motion requires a Resolution of the Council.

On the **PROPOSAL** of Councillor Kilduff

SECONDED by Councillor Kenny

It was **AGREED**"That Roscommon County Council honour at the next civic reception, Enda Beattie, Lecarrow, Knockcroghery, Co. Roscommon and Michael Glynn, Denaglahan, Ballydangan, Co. Roscommon who won silver medals in the Basketball competition at the Irish Special Olympics, held recently in Limerick".

63. LEASES - PHONE COMPANIES:

Notice of Motion from Councillor Fitzmaurice - 63/10.

"That Roscommon County Council does not renew leases with phone companies who use Council structures/buildings for phone antennas which are within the 100 metre limit of residential housing as outlined in the County Development Plan". *The Meetings Administrator read the following reply:-*

That provision of the County Development Plan cannot apply to developments that are exempt from permission. The provision of broadband and telecommunications in the smaller towns and rural areas is also an objective of the Plan. It is Roscommon County Council's intention to expand on this policy in the next review

of the County Development Plan and Local Area Plans which are under preparation including consideration of designating suitable locations to accommodate communications masts. Renewal of leases will be renewed in the context of this.

Members raised the following issues:-

- Need to question the weight of our own County Development Plan.
- Study carried out on the Mast in Castlerea and emissions are below International standards.
- Do International standards of emissions need to be examined.

John Cunningham, Director of Services, clarified that the planning condition of the100metre limit does not apply where a permission already exists.

On the PROPOSAL of Councillor Fitzmaurice

SECONDED by Councillor Kelly

"That Roscommon County Council does not renew leases with phone companies who use Council structures/buildings for phone antennas which are within the 100 metre limit of residential housing as outlined in the County Development Plan".

64. SALT & GRIT SUPPLIES:

Notice of Motion from Councillor Mulligan – 64/10.

"That Roscommon County Council ensure that salt and grit are available in the event of another freeze up similar to last year, also that a strategy is in place where sale and grit will be available to Community Groups who wish to adopt a "self help" approach"..

The Meetings Administrator read the following reply:-

In January 2010 the Department of Transport established a Review Group to review the transport response to the severe weather during the period November 2009 to January 2010. The group consisted of personnel from the Department of Transport, Local Government and the National Roads Authority. Among the recommendations from the review group were that:

- Local Authorities should prioritise the roads to be treated during prolonged periods of severe weather as it is not feasible or practical to treat all roads.
- In order to facilitate participation from community groups in an effort to keep local roads and footpaths open during prolonged periods of severe weather, legislation should be introduced to indemnify the local authority, the community groups or individuals against any action for damage arising from the exercise of these functions.
- The NRA and local authorities should co-operate in sourcing salt supplies and that additional storage capacity should be made available.

This Council will co-operate with the NRA to ensure that adequate supplies of salt are made available during prolonged periods of severe weather.

Until such time as legislation is introduced to indemnify local communities and /or individuals, the Council can not authorise them to work on public roads for health and safety reasons.

A Winter Maintenance Plan will be brought before the next meeting of the Roads Transportation and Emergency Services Strategic Policy Committee in November 2010 and will subsequently be submitted to the Department of Transport.

Members raised the following issues:-

- Disappointed with the reply.
- West Roscommon was the worst hit area with the severe weather cross border roads were all gritted.
- Supplies can be given to groups under Section 19 of the Roads Act, 1993,
- Need for a sensible and pro-active approach to any weather crisis.
- Local people would be willing to help in a crisis.

The County Manager informed the members that there will be a comprehensive Programme presented in the event of severe weather conditions. He confirmed that lessons had been learnt from last year and we will deal with some issues differently going forward.

He referred to Section 19 of the Roads Act and highlighted that since that Act has been in place other legislation has been passed in the areas of Health & Safety which will ultimately leave Roscommon County Council open to criminal prosecution should anything happen to a "Community Worker" and would not advise any local authority to go down that road. He expressed regret that non local authority personnel are not allowed to help out in a crisis situation but that they could assist in other areas i.e. keeping an eye on their own neighbours and alerting the local authority of any isolated spots. He continued that the work carried out by local authority personnel last year was excellent.

66. COUNTY DEVELOPMENT PLAN:

Notice of Motion from Councillor Beirne – 66/10.

"That Roscommon County Council vary its County Development Plan in order to classify Sliabh Bhán mountain situated to the South East of Strokestown as an area of high natural amenity."

The Meetings Administrator read the following reply:-

Slieve Bawn is classified as being of "very high and moderate value" in Roscommon's "Landscape Character Assessment", the second and forth tiers of classification in the study. While it is possible to forward the area as a candidate site for Special Amenity status to the Minister, in practice very few sites have been approved for this designation nationally. The review of the current County Development Plan commences in 2012 and that is considered to be the appropriate time for consideration of such a designation.

This Notice of Motion was dealt with under the Presentation by Sliabh Bán Community Group.

67. BROADBAND:

Notice of Motion from Councillor Ward – 67/10.

"That Roscommon County Council call on Eircom to provide broadband to the rural exchange areas in County Roscommon that has not been provided with broadband"

The Meetings Administrator read the following reply:-

This Notice of Motion requires a Resolution of the Council.

Members raised the following issues:-

- Persons who wish to receive Broadband should be able to do so.
- Need to highlight to Eircom the appalling state/position of their telephone poles around the county.

On the PROPOSAL of Councillor Ward

SECONDED by Councillor McNamara

It was **AGREED** "That Roscommon County Council call on Eircom to provide broadband to the rural exchange areas in County Roscommon that has not been provided with broadband and to extend broadband at exchanges beyond the 3 mile zone currently in place."

121.10. COUNCILLORS CONFERENCES:

On the **PROPOSAL** of Councillor Cummins **SECONDED** by Councillor Kilduff

It was **AGREED** to adopt the list of Conferences circulated to the members.

WUWM Retail Market Conference, Royal College of Surgeons, Dublin.		
A Practical Guide to Media Skills for Councillors, The Celtic Ross Hotel, Rosscarbery, Co. Cork.		
Housing Act 2009 Seminar, Glenroyal Hotel, Maynooth, Co. Kildare		
MacGill Summer School, Highlands Hotel, Glenties, Co. Donegal.		
Training Seminar on Water Conservation, Carlton Quay Hotel, Westport, Co. Mayo		
97 th Annual AMAI Seminar, Inishowen Gateway Hotel, Buncrana, Co. Donegal.		
Merriman Summer School 2010, Glor Theatre, Ennis Co. Clare		

& Leyden,	
Cllr Keenan	EAPN, Combat Poverty, Croke Park Conference Centre, Dublin
Cllrs. Keenan & Flanagan,	Parnell Summer School, Avondale House, Rathdrum, Co. Wicklow
Cllr Kenny	Waste Mgt. Regs. Tyres & Waste Tyres, The Kingsvalley Hotel, Merlin Park, Galway
Cllr Kenny	The Impact of the New EPA Guidelines on Planning, Carlton Atlantic Coast Hotel, Westport, Co. Mayo
Cllrs. Byrne & McNamara,	ACCC, Rebuilding Confidence in Urban & Rural Communities, Ballykisteen Hotel, Limerick Junction, Tipperary.
Cllrs. Byrne & McNamara,	Exploring Arts & Culture Through Town Twinning, Kerry Literary & Cultural Centre, Listowel, Co. Kerry.
Cllrs. Byrne & McNamara,	William Carleton Summer School, Corick House Hotel, Clogher, Co. Tyrone.
Cllr Connolly	Have We Bottled It, Royal College of Physicians, Dublin
Cllrs. Connaughton & Connolly,	"Suicide is Everybody's Business" Cavan Crystal Hotel, Co. Cavan

Cllr Mulligan

Synge Summer School, Rathdrum, Co. Wicklow

122.10. VOTES OF CONGRATULATIONS were extended to:

Carrick-on-Shannon on winning gold at the European Entente Florale Competition at a special awards ceremony in Italy recently.

Cortober Residents and Roscommon County Council on their Tidy Towns results especially in the newly replanted park.

St Brigid's Team on their success in the final of the Shannonside FM Senior Football Championship.

Castlerea U16 Boys on winning the Connacht basketball final of the Community Games where Joseph Henry scored 36 points.

123.10. VOTES OF SYMPATHY were extended to:

The Gannon family, Curraghboy on the death of Oliver Gannon.

124.10. ANY OTHER BUSINESS.

Cutting of Bushes:

Councillor Kilduff raised the issue of the necessity for hedges to be cut in the South of the county and stated that a policy needs to be put in place by Roscommon County Council either that no hedges are cut or all hedges are cut. He requested that a report on this matter be brought to the next meeting of the County Council.

The County Manager confirmed that under the 1993 Roads Act landowners and occupiers of land are obliged to take all reasonable care to ensure that trees, ditches, hedges and other vegetation growing on their land should not become a danger to people using or working on a public road.

Culverts:

Councillor Kilduff stated that a problem exists with culverts on the new Athlone to Ballinasloe road. He stated that there is no culvert in Moore and requested the County Council not to sign off on this contract until the problems outlined have been rectified.

This concluded the business of the meeting.

The foregoing Minutes are Confirmed and Signed:

Meetings Administrator

Mayor

Countersigned