

PLANNING COMMITTEE

Monday 5 December 2011

Present:-

Councillor Bialyk (Chair)
Councillors Macdonald, P J Brock, Clark, Denham, Edwards, Mrs Henson, Mrs Morrish, Prowse, Spackman and Sutton

Also Present

Director Economy and Development, Head of Planning and Building Control, Development Manager, Planning Solicitor and Member Services Officer (SJS)

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DECLARATIONS OF INTEREST

Members declared the following personal interests:-

COUNCILLOR	MINUTE
Councillor Bialyk	118 (member of St Thomas Social Club which adjoins the site)
Councillor P.J.Brock	114 (member of Devon County Council) 115 (knows the objector)
Councillor Prowse	114 (member of Devon County Council) 115 (knows the objector and student landlord) 116 (student landlord)

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PLANNING APPLICATION NO.11/1533/03 - THE EXEBRIDGE CENTRE, COWICK STREET, EXETER, EX4 1AH

Councillor P.J.Brock declared a personal interest as a member of Devon County Council.

Councillor Prowse declared a personal interest as a member of Devon County Council.

The Head of Planning and Building Control presented the planning application for the variation of condition two to allow minor alterations to the elevations of the approved building and condition eight to allow the first floor to be used for retail / restaurant / cafe purposes (Ref: 09/2050/03 granted 23/02/2010) at The Exebridge Centre, Cowick Street, Exeter.

The Head of Planning and Building Control informed Members of the comments received from the Devon County Council Head of Service for Communities and whilst they were committed to maintaining a library service for use by residents of the West Exe area, they had not agreed an acceptable rent with the developer and no longer had an interest in occupying the space.

The recommendation was to approve the application subject to the conditions as set out in the report.

Councillor R Hannaford, having given notice under Standing Order No.44, spoke on this item. He raised the following points:-

- concern as there was not even a temporary library until mid-February
- Devon County Council had been extremely unhelpful
- the library at Exebridges was well used not only by local residents but those from neighbouring wards such as St. David's
- there was a desperate need for a community facility and library in the West Exe area
- local residents were angry about the loss of the library
- the application should be refused.

In answer to Member's questions, Councillor Hannaford stated that as a County Councillor he had been progress checking the position with County Council and would be raising the matter at the Council meeting this Thursday. Other sites for a library had been looked at including Bowhill Primary School, the Children's Centre and the Showman Pub but none of these locations had been suitable. The education establishments were unsuitable due to the Health and Safety risk of the public entering the premises. He stated that the feeling amongst local residents was that the County Council were not serious about the provision of a library in the West Exe area.

The Chair was of the view that the County Council should be called to account on the matter of the provision of a library in this area.

The Planning Solicitor advised that Planning Committee would need to determine the application before them and in doing so would need to take account of the comments of Devon County Council.

Mr Bell spoke against the application. He raised the following points:-

- 71 objections had been received on this application
- 160 people had joined the Facebook page 'Save St. Thomas Library'
- the application should be refused as it was contrary to Devon Structure Plan policies ST1 & ST3 and advice contained in the Exeter Local Plan section on Community Services
- approval would result in the loss of the library and no alternative site had been agreed
- the site was in a sustainable location, close to bus and train routes
- community needs should be put before commercial interests.

During discussion Members raised the following points:-

- difficult situation as Devon County Council stated that negotiations with the developer had broken down
- there was a need to find a permanent site for a library in St Thomas
- concern regarding any costs if the application was refused and the applicant went to appeal
- was contrary to policies in the Devon Structure Plan and Exeter Local Plan
- could a private benefactor or the local community take over the running of the library?
- very concerned that there was no provision for a library in St Thomas and that a library facility could be lost as had happened in other parts of the City
- need to call Devon County Council to account on this matter.

In response to Members' questions, the Head of Planning and Building Control stated that the site was in a local centre therefore the use proposed of retail and restaurant was acceptable in planning policy terms; it was Devon County Council's responsibility to find a location for the library, not the applicants; the provision of a retail/restaurant unit would not generate any more traffic than a library.

The Planning Solicitor stated that the City Council could not force the County Council to provide a library facility in this location.

Members had very serious concerns regarding the provision of a library in the St. Thomas area and were of the opinion that the application should be deferred to ask Devon County Council to clarify its position on the provision of a library in St. Thomas and to see if there was a private benefactor or community group that could provide a library facility in this area.

RESOLVED that the application for variation of condition two to allow minor alterations to the elevations of the approved building and condition eight to allow the first floor to be used for retail / restaurant / cafe purposes (Ref: 09/2050/03 granted 23/02/2010) be **deferred** so that Devon County Council could clarify its position with regards to the provision of a library in St. Thomas and to investigate the possibility of a private benefactor or community group providing a library in the area.

(Report circulated)

115 **PLANNING APPLICATION NO.11/1560/03 - 5 BYSTOCK TERRACE, EXETER, EX4 4HY**

Councillor P.J. Brock declared a personal interest as he knows the objector.

Councillor Prowse declared a personal interest as a student landlord and he knows the objector.

The Head of Planning and Building Control presented the planning application for the change of use from hotel to house in multiple occupation at 5 Bystock Terrace, Exeter.

Members were advised that 5 Bystock Terrace had been used as a hotel for approximately 25 years. The site was located within the St David's Conservation Area and was a Grade II Listed Building. The proposal was to use the existing hotel accommodation as ten letting rooms with the existing kitchen, breakfast room and manager's accommodation being converted into communal rooms. No physical alterations to the building were required to facilitate the proposed change of use.

Members were circulated with an update sheet advising that condition four would be deleted as it was not necessary.

The Head of Planning and Building Control advised that it was proposed that there would be an additional condition requiring a management plan.

The recommendation was to approve the application subject to the conditions as set out in the report, with the deletion of condition four and an additional condition requiring a management plan.

Ms Fraser (representing St. David's Neighbourhood Partnership) spoke against this application. She raised the following points:-

- St. David's Neighbourhood Partnership represented over 1,000 households and businesses in the area
- challenged the figures regarding the student numbers; the current method of calculating student numbers was crude and basic
- would like the decision deferred to enable a more accurate count of students in the area
- the partnership would work with students to undertake a detailed count of students in the area

- there had been a recent influx of students
- would cause an imbalance in the community
- asked committee to reject the application.

In answer to Members' questions, Ms Fraser stated that student accommodation had become a profitable commodity that London Brokers wanted to buy up.

Mr Dent (agent) spoke in support of the application. He raised the following points:-

- was the agent for this application and the application at 12 Queens Terrace
- no planning reasons to refuse the application
- the hotel could not compete with hotel chains offering large discounts, therefore the owner had to look at alternative uses
- the proposed planning application was determined by land values and uses.

In answer to a Member's question, Mr Dent clarified that his client had instructed him to dispose of the property to the highest bidder.

In response to a Member's query regarding the thickness of the internal walls and potential noise pollution, the Head of Planning and Building Control stated that, should insulation of the internal walls be required, then listed building consent would need to be sought. He also confirmed that as an HMO, the property would need to comply with the Private Sector Housing Licence requirements and that the refuse storage would be the same as that provided for the hotel.

RESOLVED that the application for change of use from hotel to house in multiple occupation be **approved** subject to the following conditions:-

- 1) The development to which this permission relates must be begun not later than the expiration of three years beginning with the date on which this permission is granted.
Reason: To ensure compliance with sections 91-92 of the Town and Country Planning Act 1990.
- 2) The development hereby permitted shall not be carried out otherwise than in strict accordance with the submitted details received by the Local Planning Authority on the 19 September 2011 (*dwg. no(s). J294/GT/04*), as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.
- 3) Prior to occupation of the development hereby permitted, secure cycle parking shall be provided in the light well, in accordance with details previously submitted to and approved in writing by the Local Planning Authority, and this facility together with the ability to park cycles on the front terrace shall be maintained at all times thereafter.
Reason: To ensure that cycle parking is provided, to encourage travel by sustainable means in accordance with Local Plan policy T3.
- 4) The development shall not be occupied until the Local Planning Authority has approved a management scheme which shall include (amongst other things) the following:-
 - (a) details of any managing agent to be engaged by the developer
 - (b) details of the management arrangements for the development
 - (c) procedure for dealing with:-
 - (i) management problems
 - (ii) anti-social behaviour
 - (iii) noise
 - (iv) fire or security alarms sounding; and

- (v) other emergencies
- (d) safety and security measures and controls; and
- (e) confirmation that the development will be car free

Reason: To help protect the existing residential amenity standards currently enjoyed by neighbouring properties.

(Report circulated)

116 **PLANNING APPLICATION NO.11/1563/03 - 12 QUEENS TERRACE, EXETER, EX4 4HR**

Councillor Prowse declared a personal interest as a student landlord.

The Head of Planning and Building Control presented the planning application for the change of use from hotel to house in multiple occupation at 12 Queens Terrace, Exeter.

Members were advised that the site was located within the St. David's Conservation Area and was a Grade II Listed Building. The existing hotel was arranged with nine letting rooms and manager's flat but no dining facilities. The proposal was to use the existing hotel accommodation as nine letting rooms. The ground floor accommodation would be kitchen and living rooms for the house. No physical alterations to the building were required to facilitate the proposed change of use.

Members were circulated with an update sheet advising that condition four would be deleted as it was not necessary.

The recommendation was to approve the application, subject to the conditions as set out in the report, with the deletion of condition four and an additional condition requiring a management plan.

Mr Lacy (representing St. David's Neighbourhood Partnership) spoke against this application. He raised the following points:-

- was the Chair of St. David's Neighbourhood Partnership
- objected to the application
- student numbers in the immediate vicinity were in excess of the 20% stated in the Council Supplementary Planning Document
- would cause an imbalance in the community; there was a proposal for purpose built student accommodation for 260 students nearby at the Iron Bridge
- HMO permission would increase the value of the property
- would cause harm to the community
- disturbance of late night/early morning noise would have a detrimental effect on the quality of life of local residents making the area unattractive for family life
- would drive families out of the area
- would make the parking situation worse
- asked the Committee to defer the decision.

In answer to Member's questions, Mr Lacy clarified that the owner would get more money for the property if it was an HMO and it was a flexible building that could be sub divided into two family homes.

Mr Dent (agent) spoke in support of the application. He raised the following points:-

- the building was occupied by the Esther Community from 1997 to 2004

- would cause damage to the fabric of the building if sub divided into family homes
- the student numbers in the area did not exceed 20%
- the development of chain hotels in the city offering discounts had put pressure on the viability of small hotels.

Discussion took place regarding the Supplementary Planning Document on student numbers and the need for the availability of different types of student accommodation.

The Head of Planning and Building Control stated that the 20% threshold did not apply to purpose built accommodation and the percentage households exempt from council tax were updated in May each year.

RESOLVED that the application for change of use from hotel to house in multiple occupation be **approved** subject to the following conditions:-

- 1) The development to which this permission relates must be begun not later than the expiration of three years beginning with the date on which this permission is granted.
Reason: To ensure compliance with sections 91-92 of the Town and Country Planning Act 1990.
- 2) The development hereby permitted shall not be carried out otherwise than in strict accordance with the submitted details received by the Local Planning Authority on the 19 September 2011 (*dwg. no(s). J294/12/QT/04*), as modified by other conditions of this consent.
Reason: In order to ensure compliance with the approved drawings.
- 3) Prior to occupation of the development hereby permitted, secure cycle parking shall be provided in accordance with details previously submitted to and approved in writing by the Local Planning Authority, and the cycle parking shall be maintained thereafter.
Reason: To ensure that cycle parking is provided, to encourage travel by sustainable means in accordance with Local Plan policy T3.
- 4) The development shall not be occupied until the Local Planning Authority has approved a management scheme which shall include (amongst other things) the following:-
 - (a) details of any managing agent to be engaged by the developer
 - (b) details of the management arrangements for the development
 - (c) procedure for dealing with:-
 - (i) management problems
 - (ii) anti-social behaviour
 - (iii) noise
 - (iv) fire or security alarms sounding; and
 - (v) other emergencies
 - (f) safety and security measures and controls; and
 - (g) confirmation that the development will be car free**Reason:** To help protect the existing residential amenity standards currently enjoyed by neighbouring properties.

(Report circulated)

The Development Manager presented the planning application for residential development consisting of ten detached dwellings, associated parking, garages and access at former Guide Dogs for the Blind Kennels, Exwick Lane, Exeter.

Members were advised that the application site was located on the eastern side of Exwick Lane immediately to the west of Exwick Heights School. The site was previously used for guide dog training purposes but had been unused for many years. It was occupied by kennels/runs, small ancillary buildings and was a brownfield site. Outline planning permission had been refused in September 2004 for 14 residential units and subsequently lost at appeal.

This proposal was for ten detached dwellings comprising six three bedrooms, three four bedrooms and one five bedroom. The heights varied from single storey, single storey with rooms in the roof space and two storey. The materials to be used would be brick, slate and timber windows with PV panels on the roof. There would be a footpath along the southern edge of the site connecting to Exwick Heights School. There was a landscape scheme proposed which included planting on land to the west of the site.

The Development Manager reported that one further email of objection had been received raising the issue of the footpath to Exwick Heights school being too close to Cleve House. He advised that the footpath was in the most convenient location for access to the school and that it was sufficiently overlooked by two of the new dwellings so as not to attract anti social behaviour.

Members were circulated with an update sheet advising that additional plans had been received to address concerns raised in respect of highway and landscape matters and that comments received from Devon County Council Highways considered that the revised highway access and circulation areas were adequate.

The recommendation was to approve the application subject to the completion of a Section 106 Agreement which requires a financial contribution to education (£18,010), traffic orders (£1,500) and Natura 2000 (£3,500), and the conditions as set out in the report.

Councillor R Hannaford, having given notice under Standing Order No.44, spoke on this item. He raised the following points:-

- would like to see site developed as it attracted anti social behaviour
- needed a joined up approach with Devon County Council as Exwick Heights school was looking to expand due to increase pupils numbers and negotiations were taking place to purchase this site for the school expansion
- was an issue with traffic in the area and access to the school; the bollards on Exwick Lane were there for a reason to prevent car use and congestion
- community infrastructure in the area was poor, if the houses were built, there would be no land for the school to expand?
- there was a report due to go to Devon County Council Cabinet on 14 December regarding the expansion of the school.

The Development Manager stated that the Highway Authority had not objected to the application.

The Head of Planning and Building Control clarified that although it was an aspiration of the County Council to expand Exwick Heights School, and a report was due to go to Devon County Council shortly, there was no formal agreement.

Mr Drayton (agent) spoke in support of this item. He raised the following points:-

- acting on behalf of the Guide Dogs for the Blind

- this site had been vacant for over ten years
- it was a requirement of the Charity Act to get the best price possible for the land; all the funds would then be reinvested in the charity
- this proposal would improve the area
- Exwick Lane was the natural boundary between the urban area and the countryside
- had worked with planning officers for 12 months on this proposal
- the development was sensitive to the rural landscape
- some single storey units to take account of the topography of the site
- would provide new footpath link to the school
- the dwellings would incorporate energy saving measures
- the application was sensitive to its location
- there was a landscaping condition
- asked the Committee to approve the application.

During discussion, Members raised the following points:-

- the protection of Exwick Heights and concern that this application could create a precedent for further development on greenfield sites in this location
- there were significant traffic issues in the area; traffic management needed to be considered
- how would approval of this application affect any potential expansion of the school?
- a site visit would help the Committee to understand the site and the traffic problems.

RESOLVED that the application for residential development consisting of ten detached dwellings, associated parking, garages and access be **deferred** to allow a site inspection by all Planning Committee Members to view the landscape setting of the site and the traffic management issues.

(Report circulated)

118 **PLANNING APPLICATION NO.11/1751/03 - FORMER SPEEDWAY GARAGE, 63 COWICK STREET, EXETER, EX4 1HW**

Councillor Bialyk declared a personal interest as a member of St Thomas Social Club which adjoins the application site.

The Development Manager presented the planning application for a mixed use development comprising 244 sq m of commercial floor space, six self contained flats, five courtyard houses, parking court and associated works at the former Speedway Garage, 63 Cowick Street, Exeter.

Members were advised that in July 2011 planning permission was refused for a three storey mixed use development with commercial space on the ground floor with seven flats on the first and second floors. The rear section of the site was proposed to contain six townhouses providing a total of 13 units which would be served by 13 car parking spaces within the rear courtyard. The front of the site had planning permission which was granted in August 2008 for two retail units and seven flats.

This application sought to address the previous reasons for refusal and the number of units had been reduced to eleven. Each unit had its own amenity space, there was a communal amenity space to the rear and the car parking had been reduced.

Members were circulated with an update sheet giving details of comments from the Environment Agency and Living Options, Devon and that an additional condition in respect of Archaeology was required.

The Development Manager reported that one late letter of objection had been received.

The recommendation was to approve the application subject to no objection from English Heritage (if an objection was received it would be delegated to the Head of Planning and Building Control in consultation with the Chair and Deputy Chair), the completion of a Section 106 Agreement or other mechanism to secure a financial contribution to traffic orders (£1,500) and Natura 2000 (£3,850), the conditions as set out in the report and an additional condition in respect of Archaeology.

Councillor R Hannaford, having given notice under Standing Order No.44, spoke on this item. He raised the following points:-

- welcomed that the previous application had been refused and pleased that this application was scaled down and provided amenity space
- overall in support of the application
- would improve Old Vicarge Road
- concern regarding the width of the pavement in front of the development as it was used by parents with pushchairs and disability scooters to access the nearby Health Centre
- did not need or want another takeaway in this location; they cause a lot of discarded rubbish which the Council then had to pay to clear up
- hoped that this development would be built out.

Mr Eaton (agent) spoke in support of this item. He raised the following points:-

- had reduced the number of units to improve amenity and provide green space
- each unit would have private amenity space by way of a balcony or roof terrace
- worked closely with planning officers on this proposal
- asked committee to support the officers recommendation.

In answer to Members' questions, Mr Eaton clarified that a management company would manage the communal area which would be funded by way of a service charge. It was the applicant's intention to build out the proposal.

During discussion Members raised the following points:-

- there was no provision in the Section 106 for local facilities such as monies towards local play areas particularly in light of the limited amenity space with this proposal
- did not want takeaway use in this location
- welcomed this refreshing proposal
- concern regarding the width of the pavement to the front of the development to ensure adequate access to the Health Centre.

In response to Members' questions, the Development Manager clarified that there was no provision for a lift and, given the scale of the proposal, the installation of a costly lift could make the development unviable; the uses could include a restaurant but not a takeaway; and there was a condition which required details of the frontage of the site to be agreed with Devon County Council. He would pass on Members' concerns to the Highways Authority regarding the inadequate width of the pavement.

The Director Economy and Development stated that currently there was no provision for smaller developments to provide monies towards local facilities and this would be addressed under the Community Infrastructure Levy which was due to be published for consultation shortly.

RESOLVED that the application for mixed use development comprising 244 sq m of commercial floor space, six self contained flats, five courtyard houses, parking court and associated works be **approved** subject to no objection from English Heritage (if objection received it would be delegated to the Head of Planning and Building Control in consultation with the Chair and Deputy Chair), the completion of a Section 106 Agreement or other mechanism to require a financial contribution to traffic orders (£1,500) and Natura 2000 (£3,850) and the following conditions:-

- 1) C05 - Time Limit - Commencement
- 2) C15 - Compliance with Drawings
- 3) C17 - Submission of Materials
- 4) C12 - Drainage Details
- 5) C23 - Permitted Development Restriction
- 6) C35 - Landscape Scheme
- 7) C37 - Replacement Planting
- 8) C70 - Contaminated Land
- 9) Prior to occupation of the development hereby permitted, secure cycle parking for residents shall be provided, together with additional cycle parking for the commercial premises, in the locations shown on drawing no. 80138 P (0) 110 in accordance with details previously submitted to and approved in writing by the Local Planning Authority, and the cycle parking shall be maintained thereafter.
Reason: To ensure that cycle parking is provided, to encourage travel by sustainable means in accordance with Local Plan policy T3.
- 10) No development shall commence until full details of all plant equipment has been submitted to and approved in writing by the Local Planning Authority and thereafter provided in accordance with such details.
Reason: Insufficient information has been submitted with the application and in the interests of residential amenity particularly in respect of noise.
- 11) Occupation of the development hereby permitted shall not be commenced before the existing Traffic Order (reference ID 4035) in the vicinity of the site is reviewed and if necessary, amended, to reflect the approved development, to the written satisfaction of the Council.
Reason: In the interests of highway safety.
- 12) Notwithstanding condition no 2, no work shall commence on site under this permission until full details of the following, as it relates to the office or residential building, have been submitted to and approved in writing by the Local Planning Authority and the following shall thereafter be provided in accordance with such details:
 - a) windows to include materials, means of opening, reveals, cills and headers;

- b) external doors;
- c) rainwater goods;
- d) lighting;
- e) treatment of boundaries;
- f) balconies

Reason: Insufficient information has been submitted with the application and in the interests of visual amenity.

- 13) No other part of the development hereby approved shall be commenced until adequate areas shall have been made available within the site to accommodate operatives' vehicles, construction plant and materials in accordance with details that shall previously have been submitted to, agreed and approved in writing by the Local Planning Authority and retained for the construction period.
Reason: To ensure that adequate facilities are available for the traffic attracted to the site during the construction period.
- 14) Construction work shall not take place outside the following times; 8am to 6pm (Mondays to Fridays); 8am to 1pm (Saturdays); nor at any time on Sundays, Bank or Public Holidays.
Reason: In the interest of residential amenity.
- 15) No development shall take place unless and until details of swift boxes have been submitted to and approved by the Local Planning Authority. Thereafter the development shall be carried out entirely in accordance with the approved plan.
Reason: To ensure that the wildlife opportunities associated with the site are maximised in the interests of biodiversity.
- 16) No development shall commence until full details of the ventilation/extraction equipment has been submitted to and approved in writing by the Local Planning Authority and thereafter provided in accordance with such details.
Reason: Insufficient information has been submitted with the application and in the interests of visual amenity.
- 17) No deliveries shall be taken at or dispatched from the commercial part of the development outside the hours of 7am to 11pm Monday to Saturday nor at any time on Sunday, Bank or Public Holidays.
Reason: In the interest of residential amenity.
- 18) Prior to the occupation of the residential units a Green Travel Plan shall be submitted to and approved in writing by the Local Planning Authority. The approved Travel Plan shall be provided to all occupants of the properties and the recommendations adhered to.
Reason: To reduce the use of the private vehicular and encourage sustainable transport modes.
- 19) No development shall commence until a noise impact assessment has been submitted to and approved in writing by the Local Planning Authority and thereafter implemented in accordance with any recommendations made. The report shall consider impact of noise from the development on local receptor and shall include noise from plant and equipment.
Reason: In the interest of residential amenity of future residents.
- 20) No development shall take place within the site until a written scheme of archaeological work has been submitted and approved in writing by the Local Planning Authority. This scheme shall include on-site work, and off-

site work such as the analysis, publication, and archiving of the results. All works shall be carried out and completed as approved, unless otherwise agreed in writing by the Local Planning Authority.

Reason: To ensure the appropriate identification, recording and publication of archaeological and historic remains affected by the development.

In the event that the Section 106 Agreement is not completed within six months of the date of this committee meeting, authority be delegated to the Head of Planning and Building Control to refuse permission for the reason that inadequate provision has been made for the matters which were intended to be dealt within the Section 106 Agreement.

(Report circulated)

119 **LOCAL DEVELOPMENT FRAMEWORK - ANNUAL MONITORING REPORT**

The Head of Planning and Building Control presented the Local Development Framework Annual Monitoring Report. He outlined the main conclusions in relation to the Local Development Scheme and monitoring results.

In response to Members' questions, the Head of Planning and Building Control stated that the allocation of Gypsy and Travellers site would be covered in the report on the Core Strategy which would be considered by Executive in due course. Sites in the Strategic Housing Land Allocation Assessment had been put forward by developers as possible development sites.

RESOLVED that the Annual Monitoring Report 2011 be approved for submission to the Secretary of State.

(Report circulated)

120 **PLANNING DECISIONS TAKEN UNDER DELEGATED POWERS AND WITHDRAWN APPLICATIONS**

The report of the Head of Planning and Building Control was submitted.

RESOLVED that the report be noted.

(Report circulated)

121 **ENFORCEMENT PROGRESS REPORT**

The Head of Planning and Building Control presented the report updating Members on enforcement matters.

RESOLVED that the report be noted.

(Report circulated)

122 **APPEALS REPORT**

The Head of Planning and Building Control presented the schedule of appeal decisions and appeals lodged.

RESOLVED that the report be noted.

(Report circulated)

SITE INSPECTION PARTY

RESOLVED that the next Site Inspection Party will be held on Tuesday 3 January 2012 at 9.30 a.m. The Councillors attending will be Edwards, Newby and Sutton.

(The meeting commenced at 5.30 pm and closed at 8.30 pm)

Chair