

**YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF  
CHILBOLTON PARISH COUNCIL TO BE HELD ON  
MONDAY 2 DECEMBER 2024  
COMMENCING AT 18:30 at CHILBOLTON VILLAGE HALL  
A G E N D A   P A C K**

1. APOLOGIES
2. DECLARATIONS OF INTEREST
3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE MEETING HELD ON [4 NOVEMBER 2024](#)
4. [MATTERS ARISING](#) (Not covered within monthly routine reports)
5. TO TAKE QUESTIONS AND TO DISCUSS AND DECIDE ON ANY PROPOSALS WITHIN THE MONTHLY ROUTINE REPORTS AS FOLLOWS: -
  - A. [Finance Report](#) – Mandy Denyer – to inc.
    - i. approval of accounts for payment
    - ii. To discuss draft 25/26 Budget
  - B. [Flood Advisory Group](#) – Cllr Marits
  - C. Highways – Cllr Hudson– i) Update on village gateway signage – No report at time of publishing
  - D. Open Spaces Committee (COSC)– Cllr Griffiths to inc.
    - i. [COSC meeting minutes](#)
    - ii. [Update on repair of Test Way at the Purlygig Bridge](#)
  - E. [Planning Committee](#) – Cllr Larcombe
    - i. To appoint new member to Planning Committee
  - F. Village Hall – No report at time of publishing
  - G. Community Fundraising update – Cllr Hall To include update on Solar Farm – No report at time of publishing
  - H. [Strategy Working Group](#) update – Cllr Ewer –
6. HCC and TVBC Councillor report – Cllr Drew
7. UPDATE ON ‘WELCOME EVENT’
8. [CORRESPONDENCE](#)
9. [TO DISCUSS AND SET 2025 MEETING DATES FOR COUNCIL AND COMMITTEES](#)
10. QUESTIONS FROM PUBLIC – *(3 mins. per person)*
11. ANY OTHER BUSINESS – For information ONLY
12. ITEMS FOR NEXT AGENDA
13. Date of next scheduled meeting – Monday 6 January 2024; 18:30, Chilbolton Village Hall

**Mandy Denyer (Parish Clerk)**  
Published 22/11/24

#### **4 Matters Arising:**

EN RoPI – MD has sent to TVBC and published on CPC website.	<b>Action: Complete</b>
Maintenance of Stonefield Park memorial: TE to find out who is responsible for its upkeep.	<b>Action: TE</b>
GC sent Village Gateway information to DD for DD to chase with HCC. Awaiting a response.	
Reminder in parish mag re residents responsibilities to keep highways adjacent/abutting their properties clear.	<b>Action: DG</b>
MD asked resident for further information re properties with overgrown hedges etc.	<b>Action: Awaiting response</b>
MD has informed non-resident that CPC support, in principal, the installation of WWII memorial plaque at WD	<b>Action: Complete</b>
MD has written thank you letter to Church re new gate.	<b>Action: Complete</b>
<b>Finance:</b>	
MD informed resident re 50% of Open Gardens 2025 funds to be donated to Winchester Samaritans	<b>Action: Complete</b>
DH checked and approved the draft Internal Auditor Engagement letter.	<b>Action: Complete</b>
<b>COSC:</b>	
Common car parking signs update – There is one more sign to be installed at the top of Joys Lane. However, after discussion it was agreed that this would not be installed until March/April '25.	<b>Action: On hold</b>
Reinstate WD/TVF barrier	<b>Action: COSC</b>
Rectory Green – AB invoices sent to SW. SW response to reimbursement request (21224_8) and CPC response (21224_8a). Awaiting further response	<b>Action: Ongoing</b>
Whitelands Path resurfacing inside the WMPF – to be carried out in Spring	<b>Action: On hold</b>
WD water trough – MD to request meter reading before next bill. DG to check that the trough is not leaking or constantly filling.	<b>Action: MD &amp; DG</b>
JH to investigate a more substantial/permanent/cost effective solution for the Common Tract	<b>Action: JH</b>
DG to investigate who can cut Brockerly Warren footpath	<b>Action: DG</b>
DG to speak with football manager re leaving nets out on goal posts	<b>Action: DG</b>
COSC to investigate installation of information plaques/boards regarding WWII relics on WD	<b>Action: COSC</b>

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## 5A Finance Report:

### S106 Funds as at November '23 – (TVBC s106 [Explanation of categories](#)): -

Available ( <a href="#">spreadsheet</a> ) -	Outstanding (to be paid prior to occupation) ( <a href="#">Spreadsheet</a> ) -
Children's Play Space = £ 1771.90	Children's Play Space = £ 1220.10
Informal Recreation = £121.43	Informal Recreation = £ 2628.99
Formal Recreation = £ 4531.61	Formal Recreation = £ 2865.53
TOTAL available for CPC = £ 6424.94	TOTAL outstanding for CPC = £ 6714.62

NB from TVBC: The amounts shown on the outstanding list are not guaranteed payments; this is because of a variety of reasons such as the permission not being implemented or the amounts being superseded by a later application or agreement.

Unfortunately TVBC don't have the resource to investigate each contribution across the borough but if you as the Parish feel that the amounts shown on the outstanding list should have been paid please do let TVBC know and they can get it investigated.

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### Payments necessary since 4 November '24-

D Griffiths – Gravel for Test Way/Purlygig repair (Common) - £528.60  
A Bond – Post replacement on Abbots Leigh verge (Greens) - £90  
Danebury Academy (aka Test Valley School) S137 - £30  
I Daubney – Greens, WMPF, Allotments and footpaths - £1150  
T Ewer – Printing of Public Meeting notices - £32.40  
D Griffiths – Stationery - £8.75  
DD payments – NONE

### December '24 payments for approval –

A Denyer (Salary, Exps) – £

### Current Account Receipts – Receipts since last report –

TVBC s106 funds (Adventure play tower) - £1771.90

### 2024/25 Accounts to date –

Current acc Receipts, Batty and WMPF acc's spreadsheet attached [here](#)

1<sup>st</sup> Quarters Payments spreadsheet attached [here](#)

2<sup>nd</sup> Quarters payments spreadsheet attached [here](#)

3<sup>rd</sup> Quarters payments spreadsheet attached [here](#)

Bank Reconciliation as at 22/11/24 attached [here](#)

At the 21.11.24 COSC meeting a number of remaining budgeted expenditure was removed to make savings. The attached reflects those decisions

Precept budget review (as at 22/11/24) attached [here](#)

Ringfenced budget review (as at 22/11/24) attached [here](#).

Budget review summary (as at 22/11/24) below:

2024/25 BUDGET REVIEW SUMMARY as at 22/11/24							
	Precept acc	Common	WD	WMPF capital	Batty	Community Projects	TOTALS
Opening Balance	-£1,095.88	£10,011.73	£8,903.95	£3,683.23	£3,280.33	£8,248.44	£33,031.80
Income received	£43,079.23	£2,282.47	£1,341.70	£2,055.76	£20.33	£1,749.00	£50,528.49
reallocation of budget				£220.00			
Remaining budgeted income	£1,596.48	£4,851.00	£2,059.67	£43.14	£26.67	£0.00	£8,576.96
Budgeted expenditure spent	-£23,712.03	-£6,997.24	-£3,859.60	£0.00	£0.00	£0.00	-£34,568.87
Budgeted expenditure remaining	-£11,277.96	-£4,768.15	-£2,067.21	-£200.00		£0.00	-£18,313.32
<b>Est. Closing Balance</b>	<b>£8,589.84</b>	<b>£5,379.81</b>	<b>£6,378.51</b>	<b>£5,802.13</b>	<b>£3,327.33</b>	<b>£9,997.44</b>	<b>£39,475.06</b>

### 2025/26 DRAFT budget for discussion

The draft budgets attached below take into account recommendations from COSC at the meeting held on 21.11.24.

[St Mary the Less Church](#) has requested that CPC consider an increase in the annual grant given to them. The attached draft budget below does NOT include an increase.

Precept draft budget spreadsheet attached [here](#) (word Doc attached [here](#)).

Ringfenced draft budget attached [here](#)

Suggested budgets for COSC:

Tree works, paths, WD etc attached [here](#) and

Whitelands path and WMPF ash tree above container and Test Way attached [here](#).

TE suggest budget for Strategy Group attached [here](#))

Summary of draft budget below:

2025/26 DRAFT Budget Summary	Precept acc	Common	WD	WMPF capital	Batty	Community Projects	TOTALS
Est. Opening Balance	£8,589.84	£5,379.81	£6,378.51	£5,802.13	£3,327.33	£9,997.44	£39,475.06
Budgeted Income	£4,898.00	£8,757.00	£3,151.00	£95.00	£80.00	£1,000.00	£17,981.00
Budget Precept (recommended)	£ 37,688						£37,688
Budgeted expenditure	-£48,265.32	-£13,960.66	-£8,373.43	-£200.00	£0.00	-£10,500.00	-£81,299.41
Est. Closing Balance	£2,910.53	£176.15	£1,156.08	£5,697.13	£3,407.33	£497.44	£13,844.66

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### **5B Flood Advisory Group Inc meeting with Southern Water:**

We mentioned the new build proposals and Duncan and Floyd suggested we send that info to Jess. They felt that the Waste Water Treatment plant (WWTP) has excess capacity. Capacity is checked on a five year cycle and was last done in 2020 but they felt the existing works had sufficient capacity.

We did also raise the supply issue where properties at the top of the village get a low pressure supply occasionally. Again bring up with Jess when we send her the Vision document . We suggested we do that after the December 5<sup>th</sup> Public meeting.

Lining of sewers to stop ground water infiltration. So far In the village they have done from the Manor to the church including laterals. Laterals are the pipes leading from houses to main sewer as they have found that unless they do those the effect is not as useful to SW. More needs to be done, they are hopeful that they will be allowed to get the extra monies, provided OFWAT give go ahead. There is another 2km. of pipes to be done and they hope that this will be done soon. Private laterals have not been done

Pump house. There were problems with the pumps not doing the job they were designed to do so outside pumps were brought in. New monitoring equipment has been installed both in the sewers and the pump house well, so that more accurate information can be used to make tankering decisions. Also a new externally accessed stand pipe has been installed. This will allow the pumps in the house to continue to pump the sewage to the WWTP whilst getting any tankers needed to only remove excess water from the system. This will still need treating and will be taken to a WWTP.

SW were made aware of the spring behind the pump house that in 2014 was running into the pumphouse. SW to carry out some dam work or trench work to divert this spring water away from their equipment.

Overpumping will be a last resort. However a new containerised version of filters which now include Ultra Violet treatment has been developed and built by a UK company in association with water companies and the EA. It is now available and will be used where ever this last resort is required.

When tested in a real live situation the test sites actual found that the water further downstream below the overpump site was cleaner than the waters tested above the site.

We did ask about fat funnels but SW was under the impression that these were only issued where fatbergs where a major problem and that Chilbolton did not have that problem now.

It was a very useful meeting and we have now established a direct point of contact with SW, something we've not had for some years.

I can also report that the purlygig bridge is now had its temporary fix done and is in use. The ditches have also been cleared.

M G Marits

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#### 5D COSC DRAFT minutes of meeting held on 21.11.24:

PRESENT: Cllrs David Griffiths (Chairman) (DG) and Emma Noble (EN). Moya Grove (MG),  
Trish Heaton (TH), Nick Horne (NH), Mandy Denyer (MD).  
Members of Public: None

1. Apologies: Terry Gilmour (TG),
2. Declaration of Interests: NONE
3. Approval of Minutes – Thursday 17 October September 2024: These were agreed and signed as an accurate record of the meeting.
4. Matters Arising: Dealt with below.
5. Chairman’s Report: Items addressed below.
6. To take questions and/or discuss and decide on any proposals within the monthly update reports as follows: -
  - A) Finance – Prior to the meeting the Clerk circulated the attached report (141124 1)
    - i. Finance transactions since last COSC meeting
    - ii. To discuss draft 25/26 COSC Budget for CPC approval

MD pointed out that the budget is showing a deficit for the Common due to the envisaged cost of the main bridleway repair. MG noted that the estimated figure for the bridleway repair is quite high, as it is based on the one and only quote received so far, which was high. It is hoped that there will be a cheaper quote. Even with the assumed SFI income and a 50% grant there is still a deficit of several thousand pounds. On this basis savings will need to be made going forward.

Some savings possibilities and amendments were discussed:

MG noted that the estimated educational visit income will be lower than indicated, £900 was given but it is likely only to be £800.

MD raised that there has been no order of dog poo bags so far this year, so this was a saving and the teachers pack will not be required because MG will not be updating it this year.

MG raised that income from educational visits may be down next year as all visits have been from colleges and the new funding only relates to under 16’s.

NH asked whether there is a need to pay for the village hall for COSC Meetings. DG said that as he will not be chairing next year, this is in the budget as a precaution.

NH asked why the pads are being renewed on the defibrillator. MD stated that they have an expiry date.

DG suggested that the sign boards on the Common be re-varnished but no extra was deemed necessary.

Regarding the ash tree over the pavilion on CWMPF / Common boundary, the estimate given is £500 but Rick Nightingale quoted today £2962. MD reported that a contribution from the insurance company could be sought as it is a safety issue.

DG reported that Rick Nightingale has given a quote of £1927 for the repairs to the back of CWMPF from Whitelands path. This will be put in the budget but it is hoped that the HCC Countryside Service will provide labour and the cost will be lower.

COSC agreed that the £600 for a chainsaw course should be removed. Only George Marits has volunteered and two people are required for safety reasons when chainsawing, which probably will not be feasible.

COSC agreed that the £170 for the pavilion cleaner should be removed as the football team are keeping it tidy and MG clears up after the school visits.

COSC agreed that the £200 on the tree inspection could be removed as Rick Nightingale does regular checks.

COSC agreed that basketball backboards can be removed as they are being repaired this year.

COSC agreed there will be no village improvements, so that £100 can be removed.

COSC agreed that the £500 for the strimming on the Common could be removed. DG will advise Ian Daubney not to do this.

COSC discussed the uneven drive on the Common but it was agreed that £700 would be left in the budget pending any better repair solutions proposed by Julian Hudson.

NH asked where the £5000 'Capital Fundraising' was coming from for CWMPF. MD confirmed this was for a possible event, such as Chilfest, but as nothing is planned, this should be removed. MD stated that the £5000 expenditure on CWMPF could also be removed so the two cancel one another out.

B) Allotments – Nothing to report.

C) Common – Prior to the meeting MG circulated the attached report ([141124\\_2](#))

i. Update on Purlygigg Bridge

The temporary repairs to the bridleway have been completed including a culvert underneath.

George Marits advised HCC of the repair who replied stating "it has been resolved to their satisfaction".

Regarding the permanent repair MG asked if more quotes should be obtained. COSC agreed that more quotes should be sought. COSC agreed that until the quotes have been received a decision will not be made on the nature of the final repair.

DG confirmed the Common cut has not yet happened. MG to chase.

MG reported that two Common school visits are booked for January.

MG reported that the cows have been removed.

DG reported that the gate to Grindstone Green has been dealt with. COSC wish to extend thanks to Ed Treadwell.

David Hall is now involved in looking into the new government grant. He will investigate what is required but does not have capacity to see the whole procedure through.

MG reported that she had received a request from an ecology firm asking whether they could relocate three slow worms on the Common. MG contacted NE who said this was not allowed.

DG reported that the Rick Nightingale has cleared the ditch by the Old Cottage past the Cattle grid and along Joys Lane.

Rick Nightingale has been lent the COSC chainsaw as agreed by COSC.

D) Machinery Maintenance: Nothing to report

E) Parish Paths – Cllr Griffiths

TH reported that the top part of the Mark Way is well cut back. DG had not yet inspected the paths on the south side of the A30.

F) Village Greens

DG reported that Southern Water have verbally agreed to pay for the repairs to Rectory Green.

G) War Memorial Playing Fields – N. Horne to inc.

I. Update on Wild Flower areas – Not discussed

II. Update on play equipment repairs following annual inspection:

NH reported that the basketball back boards are being repaired using metal sheets by Hurstbourne Forge.

NH reported that the Adventure Tower parts have arrived and will be installed.

NH further reported that the toddler swing seats have been replaced.

III. Update on communications with Vita Play re play equipment timbers:

NH reported that CPC have agreed that they will accept a replacement timber from AE Evans but either Vita Play or someone else will need to install it at cost.

IV. Regarding the pump track NH is going to arrange an appointment with Jenny Brain from TVBC and someone from their Sports department to get their opinions on a way forward.



- V. The football team seem very happy now and have done good work on the pavilion. However, NH has sent an email to TVBC as dog fouling has been raised by them as a safety concern. NH has asked TVBC what needs to be done to qualify for a Public Spaces Protection Order. DG reported that he is going to meet Andy Bond tomorrow with a view to Andy amending his quote to show wire fencing rather than wooden posts. DG raised concerns about going ahead with the expense of this fencing if there was no enforcement of the order. DG asked NH to contact TVBC and ask whether the Animal Welfare Officer (formerly the dog warden) do actually take steps to enforce the orders.
- VI. As above, it has been agreed that the ash tree above the container will be addressed by Rick Nightingale and some of the cost may be covered by insurance. MG supports a crown reduction rather than felling.

H) West Down

DG reported a poor turn out to the working party and consequently volunteers can no longer be relied upon. DG has asked for several quotes to cut back along the fence line and cut inside the enclosed area.

DG reported that the cutting outside the fenced area has not been done, despite the work being scheduled some time ago.

MG reported that the HCV have been booked in for January.

DG is meeting Mike Hardy from HCC to discuss blocking off Test Valley Farm and also provide a padlock and chain to secure the bent barrier.

- I) Tree Warden report: All issues are dealt with above and see attached report ([141124 3](#))

6. Correspondence:

9/10/24 -Letter to HCC and NE re Chilbolton Common SSSI bridleway repairs ([41124 4](#))

9/10/24 - Email to HCC M Hardy re WD barrier to TVF ([41124 17](#))

25/10/24 – HCC response re WD barrier to TVF ([41124 24](#)) – DG to meet M Hardy and COSC to action installation of barrier

23/10/24 - COSC letter to WRT re help with Test Way/Purlygig path repair ([41124 16](#)) WRT Response ([41124 16a](#))

24/10/24 - Track repairs not holding ([41124 22](#)). CPC draft minutes extract - DG agreed that due to the exceptional wet weather the new repair is not holding up as well as expected. JH agreed to investigate whether there is a more substantial/permanent/cost effective solution. Of course any permanent alterations to the track will require NE consent. Clerk has informed resident.

30/10/24 – SW letter re tanker damage to Rectory Green ([41124 28](#)). Copy of repair invoices sent to SW. They have requested that they be notified at the time of 'suspected 'damage so that they can investigate immediately.

1/11/24 - Southern Water Infiltration Reduction Plans 2024 ([41124 31](#))

7. Questions from Public: none

8. Any Other Business – For information only:

NH raised whether the FAG are looking at the Southern Water report. MG reported that they are.

EN raised about the email from Julian Hudson from a member of the public wishing to help with conservation work. DG will contact him and EN could have assistance with cutting back the bank on West Down if no other suitable jobs are available for him.

9. Items for the next agenda:

10. Date of the next meeting – Scheduled date is Thursday 14 December 2024 at Poplar Dene, Village Street.

There being no further business to discuss the meeting was closed at 8:23

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**5E Planning Report:**

Just 2 items this month.

1. I have been in touch with the enforcement officer reference Fenstanton on several occasions and she has been visiting the site and doing what she can.

The road apparently is more tricky. In spite on the Highway Code recommending that you shouldn't park within 10 meters of a junction it is difficult to enforce if there are no road markings.

2. Fenstanton appeal had been allowed. Fingers crossed it doesn't cause a perfect storm. The fact that the original application was given permission before the referendum and the VNP was made will hopefully give us leverage going forward. When we start the updates for it we will need to see what we can do to tighten the policies.

Minutes of the Planning meeting held on [4.11.24](#). Minutes of the meeting held on 18.11.24 not available at time of publishing this agenda pack.

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## 5H STRATEGY WORKING GROUP (WG) - Report to PC 241122.

### 1 Local Plan

No news on this following Government changes re affordable housing.

### 2 Community Land Trust

#### 2.1 Proposed Development site

The Land North East of Drove Road, SHEELA <sup>1</sup>ref. 382, has been chosen as the best site by the WG. This is the only site that offered enough space for 20 homes and is adjacent to the settlement boundary. The site is adjacent the existing 12 Sovereign affordable homes and the Village Hall at Eastman's Field and there is ample room for further development on the site as demand arises.

#### 2.2 Housing Development Project

The WG has had preliminary discussions with James Painter and Edward Painter to understand their requirements. A MOU <sup>2</sup> will be required to protect the interests of PC and the Painter family with the provision that the CCLT<sup>3</sup> will take over from PC when it is registered.

#### 2.3 Poland Trust Development

The WG has still to visit the Poland Trust, the development and Scandia Hus as, unfortunately, the earlier appointment had to be cancelled.

Every email to Scandia Hus makes it clear that discussions are only to gather information and that there cannot be any commitment to work with them.

Noted that our development should include buildings in accordance with the Chilbolton Design Statement and be sited to maximise solar electricity, parking and other amenities per our Neighbourhood Plan.

### 3 Public Meeting 5<sup>th</sup> December at Village Hall.

Everything is ready for the presentation at the public meeting and several members of the WG will be presenting portions of the presentation.

We should have a preliminary layout of Phase 1 of the development of 10 affordable, 10 downsize and 5 self-build houses.

Phase 2 will be indicated in outline so that if Chilbolton is faced with a requirement for additional affordable houses per Government demands we will have a solution in place rather than a government imposed development that could be anywhere and definitely will not be the type of development that Chilbolton residents want. This is primarily an insurance to protect the parish.

### 4 Planning pre application.

Provided that we can obtain public support for the development at the public meeting the WG (acting for PC) will submit a pre app for the development to TVBC planners. This takes advantage of the PC discount on planning fees and will open the way to a full discussion with the planners before a full planning application is made.

Tony Ewer  
24 11 22

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<sup>1</sup> Strategic Housing and Economic Land Availability Assessment

<sup>2</sup> Memorandum of Understanding

<sup>3</sup> Chilbolton Community Land Trust

## 8 Correspondence:

05/11/24 - Thank you letter sent to Church re Gate ([21224 1](#))

05/11/24 - TVBC Historic buildings and energy efficiency measures event ([21224 2](#)) held at Beech Hurst

5/11/24 - HALC County Forum ([21224 3](#))

7/11/24 - NALC Chief Executive bulletin Nov '24 ([21224 4](#))

7/11/24 - TVAPTC meeting agenda - 21 November 2024 ([21224 5](#))

7/11/24 - TVBC Community Emergency Plan - Webinar and Training ([21224 6](#))

11/11/24 - SW response re Rectory Green repair ([21224 8](#)) - CPC response ([21224 8a](#))

13/11/24 - Vitaplay re Clamber Stack failed timber ([21224 9](#)). An email has been sent back to Vita Play requesting details of delivery charge and a quote for installation.

13/11/24 - HALC November newsletter ([21224 10](#))

21/11/24 - Thanks re Purlygig Bridge ([21224 13](#))

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## 9 2025 DRAFT CPC and Committee meeting dates:

[NB: highlighted meeting are suggested for Tuesdays]

### January

Monday 6 CPC and Planning

Thursday 9 COSC

Monday 20 Planning

### February

Monday 3 CPC and Planning

Thursday 13 COSC

Monday 17 Planning

### March

Monday 3 CPC and Planning

Thursday 13 COSC

Monday 17 Planning

### April

Monday 7 CPC and Planning

Thursday 10 COSC

Friday 18 BANK HOLIDAY

Monday 21 BANK HOLIDAY

**Tuesday 22** Planning and Annual Parish Assembly

### May

Monday 5 BANK HOLIDAY

**Tuesday 6** Planning

Thursday 8 COSC

Monday 12 CPC (Annual Parish Meeting)

Monday 19 Planning

### June

Monday 2 CPC and Planning

Thursday 12 COSC

Monday 16 Planning

### July

Monday 7 CPC and Planning

Thursday 10	COSC
Monday 21	Planning
<b>August</b>	
Monday 4	Planning
Thursday 14	COSC
Monday 18	Planning
<b>September</b>	
Monday 1	CPC and Planning
Thursday 11	COSC
Monday 15	Planning
<b>October</b>	
Monday 6	CPC and Planning
Thursday 9	COSC
Monday 20	Planning
<b>November</b>	
Monday 3	CPC and Planning
Thursday 13	COSC
Monday 17	Planning
<b>December</b>	
Monday 1	CPC and Planning
Thursday 11	COSC
Monday 15	Planning

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