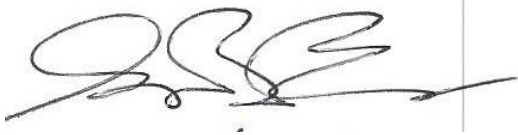


**Meeting of the Council of Governors held in Public
On
Thursday 30 January 2020 at 5.30pm
In the
Education Centre, Doncaster Royal Infirmary
AGENDA**

		LEAD	ACTION	TIME / ENC
A	COUNCIL BUSINESS			17:30
A1	Welcome and Apologies for absence	SBE	Note	Verbal
A2	Declaration of Governors' Interests <i>Members of the Council of Governors and others present are reminded that they are required to declare any pecuniary or other interests which they have in relation to any business under consideration at the meeting and to withdraw at the appropriate time. Such a declaration may be made under this item or at such time when the interest becomes known.</i>	JR	Note	A2
A3	Actions from previous meetings - None outstanding	JR	Note	Verbal
B	PRESENTATIONS (15 mins each + 10 mins for questions)			17:35
B1	Climate Change Emergency – DBTH Position	KEJ	Presentati on	Present
B2	New Build	KEJ / JS	Presentati on	Present
C	REPORTS ON ACTIVITY, PERFORMANCE AND ASSURANCE			18:15
C1	Presentation		Presentati on	Present
	C1.1	Hazel Brand – Lead Governor Update	HB	Note
	C1.2	Neil Rhodes – Finance and Performance	NR	Note
	C1.3	Pat Drake – Quality and Effectiveness	PD	Note
	C1.4	Sheena McDonnell – Charitable Funds	SMc	Note
	C1.5	Suzy Brain England – Chair's Report	SBE	Note

	C1.6	Richard Parker – Chief Executive’s Report	RP	Note	
	C1.7	Governor Questions	Govs	Q&A	Verbal
D	GOVERNOR APPROVALS				19:00
D1	To set up a Task and Finish Group for the Code of Conduct		HB	Agree	Verbal
E	GOVERNOR UPDATES AND INFORMATION				19:00
E1	Feedback from NHS Providers Governors’ Advisory Committee (GAC)		PA	Note	Verbal
E2	Feedback from Governor Events (to be agreed with the Chair before the meeting)		Govs	Note	Verbal
E3	Governor Portal		RW	Note	Verbal
E4	Car Parking		RW	Note	Verbal
F	MINUTES				19:10
F1	Minutes of Council of Governors held on 30 October 2019		JR	Approve	F1
F2	Board of Directors – September 2019 to December 2019 See link to electronic version of minutes at: https://www.dbth.nhs.uk/about-us/how-we-are-run/board-of-directors/board-directors-meetings/		JR	Note	Per Link
G	QUESTIONS FROM MEMBERS OF THE PUBLIC				19:15
G1	To take any questions from members or the public on the business of the meeting (10 minutes)		SBE	Q&A	Verbal
H	INFORMATION ITEMS				19:25
H1	Any Other Business (to be agreed with the Chair before the meeting)		Govs	Note	Verbal
H2	Items for escalation to the Board of Directors		JR	Approve	Verbal
H3	Date and time of next meeting: Date: Thursday 23 April 2020 Time: 5.30pm Venue: Education Centre, Doncaster Royal Infirmary		JR	Note	Verbal
G	MEETING CLOSE				19:30

A handwritten signature in black ink, appearing to read 'Suzy Brain', written over a horizontal line. A vertical line is positioned to the right of the signature.

Suzy Brain England, OBE
Chair of the Board

Register of Governors' Interests as 27 January 2020

The current details of Governors' Interests held by the Trust are as set out below.

Governors are requested to note the contents of the register – for confirmation at each Council Meeting, and to declare any amendments as appropriate in order to keep the register up to date.

Peter Abell, Public Governor

Member, Labour Party
The Community Union

Mike Addenbrooke, Public Governor

Parish Councillor, Braithwell with Micklebring Parish Council

Philip Beavers, Public Governor

Retired Judge – The Family Court
Supplemental Magistrate (past Chairman of the Doncaster Bench)
Independent Person under the Localism Act 2011 for Doncaster MBC and Rotherham MBC, regarding Standards in Public Life
Member of the High Sheriff's Advisory Committee for South Yorkshire
Independent Person under the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2015 for Doncaster MBC and Rotherham MBC. relating to designated Senior Officers of the Authorities.
PCC Secretary, St. Mary's Parish church, Tickhill.

Hazel Brand, Public Governor

Member, Bassetlaw DC
Parish Councillor, Misterton
School Governor, Misterton Primary School
Member, Citizens' Panel, South Yorkshire & Bassetlaw ICS

Professor Robert Coleman, Partner Governor

St Luke's Hospice, Sheffield – Trustee and Deputy Chair of Board
Weston Park Cancer Charity – Trustee
Breast Cancer Now – Trustee

David Cuckson, Public Governor

Justice of the Peace, Scunthorpe

Kathryn Dixon, Partner Governor

Husband owns Dixon Timber

Linda Espey, Public Governor

Daughter is a General Manager within the Trust

Dr David Goodhead, Public Governor

Son is a Senior Pharmacist for DBTH
Member of Doncaster Rotary Club
Chair of an Regional DOHSC Mental Health Panel.
Expert Advisor Nationally on NHS Complaints (excluding any alleged negligence in DBTH)

Geoffrey Johnson, Public Governor

Patient Participation Network
Doncaster Metropolitan Borough Council – Carers Strategic Oversight Group

Bev Marshall, Public Governor

Member, Labour Party
Member, Yorkshire Ambulance Service NHS Trust

Susan McCreadie, Public Governor

Community Representative on Fred and Anne Green Legacy Advisory Committee
Director of Captain Cooks Haven Ltd

Dr Victoria McGregor-Riley, Partner Governor

Husband is Orthopaedic Consultant at Sheffield Teaching Hospitals

Susan Shaw, Partner Governor

Member of Health and Wellbeing Board (Nottinghamshire County Council)
District Counsellor Bassetlaw D.C
Member – Labour Party
Chair Focus on Young People in Bassetlaw.

Rupert Suckling, Partner Governor

Council appointed Board member Doncaster Children's Services Trust
Trustee Club Doncaster Community Sports Foundation and Education
Foundation

Trustee Impact Doncaster CIC

Trustee darts (Doncaster Community Arts)

Trustee Active Fusion

Director Well North Enterprises CIC

Director Association of Directors of Public Health (ADPH) UK

Member NIHR Dissemination Advisory Committee

Director of Public Health, DMBC

Clive Tattley, Partner Governor

Member, Worksop Rotary Club

Sheila Walsh, Public Governor

Parish Councillor, Carlton-in-Lindrick Parish Council

Doug Wright, Public Governor

Member of Keep Our NHS Public

The following Governors have stated that they have no relevant interests to declare:

Ann-Louise Bailey, Public Governor

Karl Bower, Staff Governor

Kay Brown, Staff Governor

Mark Bright, Public Governor

Duncan Carratt, Staff Governor

Anthony Fitzgerald, Partner Governor

David Goodhead, Public Governor

Jackie Hammerton, Partner Governor

Dave Harcombe, Public Governor

Griff Jones, Partner Governor

Lynne Logan, Public Governor

Steve Marsh, Public Governor

Ainsley McDonnell, Partner Governor

David Northwood, Public Governor

Vivek Pannekar, Staff Governor

Lorraine Robinson, Staff Governor

Liz Staveley-Churton, Public Governor

Alexis Johnson, Partner Governor

Interests are yet to be confirmed by:

Mandy Tyrrell, Staff Governor (Newly Appointed)

Steve Wells, Public Governor

Jeannette Reay

Head of Corporate Assurance / Company Secretary

27 January 2020

COUNCIL OF GOVERNORS

**Minutes of the meeting of the Public Session of the Council of Governors
Held on Wednesday 30 October 2019, at 5:45pm
in the Education Centre, Doncaster Royal Infirmary**

F1

Present:

Chair	Suzy Brain England OBE		
Public Governors	Peter Abell Michael Addenbrooke Philip Beavers Hazel Brand Mark Iain Bright Kay Brown David Cuckson	Linda Espey David Goodhead Dave Harcombe Geoffrey Johnson Lynne Logan Steve Marsh	Beverley Marshall Susan McCreadie David Northwood Liz Staveley Churton Sheila Walsh Doug Wright
Staff Governors	Karl Bower Duncan Carratt	Vivek Panikkar Lorraine Robinson	Mandy Tyrell
Partner Governors	Robert Coleman Kathryn Dixon Antony Fitzgerald Griff Jones	Jackie Hammerton Ainsley MacDonnell Victoria McGregor Riley	Susan Shaw Rupert Suckling Clive Tattley

In attendance:

Board Members	Karen Barnard - Director of People and Organisational Development Pat Drake – Non-Executive Director Becky Joyce – Chief Operating Officer Sheena McDonnell – Non Executive Director Sewa Singh - Medical Director Richard Parker OBE – Chief Executive David Purdue – Deputy Chief Executive Neil Rhodes – Non-Executive Director
Staff	Ken Anderson – Head of Digital Transformation (for Simon Marsh) Fiona Dunn – Acting Deputy Director of Quality and Governance and Clinical Governance Lead for Clinical Specialties Division Jeannette Reay – Head of Corporate Assurance / Company Secretary (Minutes) Emma Shaheen – Head of Communications and Engagement Katie Shepherd – Corporate Governance Officer Roselyn Wilson – Corporate Governance Officer
Other	Andrew Goodhead – Chief Operating Officer, Healthwatch Doncaster

Apologies:

Governor Apologies	Ann-louise Bailey	Steven Wells
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Board Member Apologies	Kath Smart – Non-Executive Director
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CP19/10/A1 Welcome and Apologies for Absence (Verbal)

Suzy Brain England welcomed the Members and attendees to the meeting.

The apologies for absence were noted.

CP19/10/A2 Declaration of Governors' Interests (A2)

No changes to the declaration of Governors' interests were noted.

No conflicts of interest for the meeting were declared.

The Council:

- ***Noted and confirmed the Declaration of Governors' Interests.***

CP19/10/A3 Action Notes from Previous Meetings (Enclosure A3)

Action Points 1 to 4 – Governors noted that all actions had been completed and could be closed.

The Council:

- ***Noted the updates and agreed actions could be closed.***

A brief discussion took place on the Confidential session where the recommendations of the Appointments and Remuneration Committee had been presented to the Council of Governors for approval.

The meeting in public was advised of the reappointments of Neil Rhodes as a Non-Executive Director and of Suzy Brain England as the Chair – each for a further term of three years.

CP19/10/B1 Healthwatch Doncaster and The Work That We Do (Presentation)

Andrew Goodall provided a presentation on the work of Healthwatch Doncaster.

Governors noted that Healthwatch provided a strong independent voice for the people of Doncaster to improve the quality of local health and social care service and that, as an independent Community Interest Company, it had a role of engaging, informing and influencing.

Andrew Goodall took the meeting through Healthwatch's:

- Purpose;
- Vision;

- Values;
- Current plans;
- Achievements.

The CCG had commissioned Healthwatch to coordinate Governing Body stories and Anthony Fitzgerald reported that this worked well. Members noted that a similar offer could be brought to DBTH.

Healthwatch was commissioned in Local Authority Areas and worked together across boundaries – including South Yorkshire and Nottinghamshire. Andrew Goodall advised that he attended the Trust’s Patient Engagement Committee and that work was in train to shape current PLACE work.

Victoria McGregor Riley was eager to have joint conversations with Healthwatch to work collaboratively and to share learning.

Geoffrey Johnson referenced that Healthwatch was working on a Children’s/Young Person’s Charter – it was expected that this would include young carers.

The Council:

- ***Noted the presentation on Healthwatch;***
- ***Thanked Andrew Goodall for his clear and thorough presentation.***

CP19/10/C1 Reports on Activity, Performance and Assurance (Presentation C1)

CP19/10/C1.1 Hazel Brand – Lead Governor Update (Presentation C1.1)

Hazel Brand provided an update on her recent activities as Lead Governor. She advised of:

- A second workshop for the Guiding coalition;
- Governor preparations for, and input to, the CQC’s Well-Red Review;
- The Non-Executive Director appointments process;
- The Annual Members’ Meeting;
- Training opportunities for governors, including:
 - World Patient Safety Day
 - CQC Briefing
 - Masterclass
 - Skills/education event (Bassetlaw).

Governors commented positively on the Trust’s Annual Members meeting, noting a few areas for further improvement in future years:

- Better signage on the Keepmoat site;
- A request for shorter presentations;
- Longer for tables to discuss and formulate questions.

The Council:

- ***Noted the update from the Lead Governor.***

CP19/10/C1.2 Neil Rhodes – Finance and Performance (Presentation 1.2)

Neil Rhodes provided the finance and performance headlines as at the end of September 2019 and an update on the Trust's catering contract with Sodexo.

Finance Headlines

The Trust was slightly ahead of plan in its finances at the end of month six and held a very strong cash position. Expenditure on capital was acceptable. Governors noted that the most likely projected outturn at the year-end was £6m below the control total.

The recovery plan focused on the progression of cost improvement plans (CIPs) at £2.4m, winter pressures at £2.4m and a requirement for mature conversations with ICS colleagues on shared issues.

Governors noted that elective income was off target but that focus was being placed on areas of underachievement and that reporting to the CCG was at speciality level.

Richard Parker commented that the Trust's individual finances were complex and that PLACE and ICS commitments required that partnership finances also be balanced. Further challenges came from contracting issues and a blended ED tariff. The Trust, and the system, could not rely on income to achieve balance. To address these issues the Trust was working on a waste/cost reduction programme and contracting negotiations had been started early.

Finances were a priority for the Trust and continued to be a focus of reporting at the Trust's Finance and Performance Committee and the Board of Directors.

Performance Headlines

The Trust's four hour ED position stood at 88.7% - which was below target but represented an improvement on the prior period, and was higher than the national average. Governors noted that the Board of Directors had agreed an investment plan (including extra staffing) at its September 2019 meeting and that this was being monitored closely.

The 18 week referral to treatment (RTT) position stood at 86.2% - missing the national target (92%) but representing an improvement on the prior period and higher than the national average. A recovery plan was in place and this was being monitored closely by the Finance and Performance Committee and the board of Directors.

Four of the five stroke measures were on target but a presentation – provided to the Finance and Performance Committee – had identified improvement areas.

Four of the five cancer targets had been hit. Cancer performance continued to be an improving position.

Neil Rhodes highlighted to Governors that local issues, including the current pension rules and high levels of sickness, were adversely impacting on the achievement of the Trust's targets and the speed at which actions in the recovery plans were being achieved.

Sodexo Contract

The Trust's Finance and Performance Committee had received a positive presentation on the current position of the Sodexo contract and, in recognition of Governor interest in catering matters, Neil Rhodes shared the headline information with the meeting.

Governors were advised that approximately 75,000 meals were served on the Trust's sites each month and that patient satisfaction surveys had reached 95% in December 2018, stabilising above the KPI for ten months. Although recent individual incidents had been widely reported as a cause for concern, the number of incidents on Datix was negligible.

Governors noted that a new quality assurance process had been put in place in recent months and that this had led to improvements in service. Moving forwards attention would be given to the staff and retail offers provided by Sodexo – in particular the quality of offer at sites other than DRI.

Karl Bower and Susan Shaw raised detailed queries on food provision and Kirsty Edmonson-Jones agreed to pick up their points following the meeting.

In response to a Governor query, the meeting was advised that coloured trays were provided for patients with visual impairments across all three sites.

The Council:

- ***Noted the update from Neil Rhodes.***

CP19/10/C1.3 Sheena McDonnell – Charitable Funds (Presentation C1.3)

Sheena McDonnell reminded Governors that she had been a Trust Non-Executive Director for 15 months.

With a regulatory background in Housing and, as a HR professional, Sheena highlighted a passion for leadership. She expressed that, as a non NHS professional, she was in a good position to ask lots of questions of the Executive Directors.

Governors noted that Sheena McDonnell was Chair of Trust's Charitable Funds Committee and that she had recently taken on the Chairmanship of the Fred and Ann Green Advisory Group.

The dual chairmanship enabled close working of the meetings and arrangements had been streamlined to bring decision making closer together.

Sheena McDonnell highlighted that Charitable Funds were all about enhancing patient care 'above and beyond' the normal expectations of the NHS. Governors noted that the last meeting of the Charitable Funds Committee had agreed to focus on maternity fundraising and had signed off the Charitable Fund accounts - three months in advance of requirements.

Sheena McDonnell had recently become the Non-Executive Director supporting Freedom to Speak Up which would see her working closely with the Trust's new Freedom to Speak Up Guardian, Paula Hill.

Governors noted that Sheena McDonnell was a member of both the Trust's Quality Effectiveness Committee and Audit and Risk Committee and that she sat on the Ethics Committee. Her other regular commitments for the Trust were noted.

The Council:

- ***Noted the update from Sheena McDonnell.***

CP19/10/C1.4 Pat Drake – Quality and Effectiveness (Presentation C1.4)

Pat Drake provided the quality and effectiveness headlines as at the end of September 2019.

Cdiff cases stood at 21 against an annual target of no more than 44. Reporting had changed from prior years with community associated infections now included in the Trust's figures. No lapses in care had been identified.

Pressure ulcers stood at 38 against an annual target of 58. A review of equipment was being undertaken to ensure that patients could access required items as required.

Harms were below the national average with three serious falls in the year to date.

Set training was currently at 86.74% against a target of 90% - expected to be achieved by the year-end - and appraisal results for the year were good at 84.99%.

The Trust's HSMR was at 97.5 against the expected range of 100. All cases were examined in real time and a coding audit was being undertaken to ensure that all patient admissions were categorised correctly (emergency/elective). The expectation was that the HSMR would fall in the next few periods.

A review of the Trust's complaints processes had been undertaken with a view to improving response times and the quality of responses. The outcomes of the

review were to be reported in detail to the Quality and Effectiveness Committee in December 2019.

Information on the Accessible Information Standards (AIS) had been provided to the Quality and Effectiveness Committee meeting in October 2019. These standards had been in place since July 2017 and were mandatory for the NHS and Social Care providers. The Trust had pockets of good practice for supplying information but it was currently non-compliant with the standards as a whole, and an action plan was in place to redress this – including the creation of a policy to formalise the Trust’s approach.

Governors noted that an appointment had been made to the Medical Examiner post, with a start date for the successful candidate of December 2019.

The Council:

- ***Noted the update from Pat Drake.***

CP19/10/C1.5 Suzy Brain England, OBE (Presentation C1.5)

Suzy Brain England provided an update on her work during the last month, highlighting a number of celebratory events. The Governors noted that Suzy had attended/participated in:

- World patient safety day and the launch of the Quality Accreditation Tool (dQAT);
- The Annual Members’ Meeting;
- The CQC inspection process;
- The launch of the refreshed Doncaster PLACE Plan;
- Receipt of the NHS Long-Term Plan and the ICS’ response to the content;
- The launch of the continuity of carer work by the Maternity team;
- The induction of the Trust’s new Library Services Manager, Katherine Frances;
- National Allied Health Professionals day.

The Chair highlighted that staff responses to the CQC – during its inspection visits – had appeared to be more positive than in prior years, which was felt to be a reflection of the preparatory work that had taken place during the preceding months.

The Council:

- ***Noted the update from the Chair.***

CP19/10/C1.6 Richard Parker, OBE (Presentation C1.6)

Due to time constraints Richard Parker did not present his slides in detail. The headings for the items were noted as:

- The CQC inspection had been completed in early October 2019;
- E-Observations had been launched;
- 400 colleagues had attended the Star awards;
- 3000 staff had been provided with the flu jab;
- The new corporate directorate 'Education and Research' had been launched;
- Doncaster and Bassetlaw Health Services pharmacy had been launched;
- The Trust had received region-leading Cancer Patient Experience results, a vast improvement over the previous year;
- The Trust had been named amongst 78 others to receive a share of £200m for cancer screening.

Governors were interested to know whether the CQC had asked follow up questions after its inspections. The Trust's preparations this year had been extremely robust and, although some follow up questions had been posed, there were not as many as in previous years.

The introduction of E-Observations was particularly welcomed, with Governors noting the benefits of the technology for nursing staff.

In response to a detailed query on which scanners may be funded at which sites, Governors noted that the Trust was awaiting final confirmation.

The Council:

- ***Noted the update from the Chief Executive.***

CP19/10/C1.7 Governor Questions (Item C1.7)

Governor questions had been addressed throughout the presentation.

CP19/10/E1 Feedback from NHS Providers Governors' Advisory Panel – GAC (Verbal)

Peter Abell provided an update on the Governor Advisory Committee (GAC) of NHS Providers that had taken place on 22 October 2019.

A description of DBTH's Annual Members meeting had been provided to the Committee and the format had been noted as good practice. Discussions at the Committee had highlighted that a further improvement to future Annual Members meetings could be the inclusion of presentations from Clinicians.

The Council:

- ***Noted the update from the GAC meeting in October 2019.***

CP19/10/E2 Feedback from Governor Events (Verbal)

CP19/10/E2i PLACE Visit – Montagu Hospital

Philip Beavers had been involved in the PLACE visit to Montagu Hospital in the previous week. He commented on a positive experience and that he had come away assured of processes on matters examined, including food inspection, with only minor issues for improvement noted (no safety issues).

CP19/10/E2ii Montagu Hospital

Richard Parker advised that the Trust had applied for funding of £0.5m from the Cancer Alliance to support the implementation of a Rapid Diagnostics Centre at Mexborough. This was seen as a trial which the ICS may develop as strategy in future years.

It was possible that the future of Montagu Hospital could be as a specialist cancer centre for the region.

CP19/10/F1 Minutes of the Previous Meeting (Enclosure F1)

Karl Bower had been incorrectly recorded under apologies but had been in attendance at the meeting.

The Council:

- ***Received and approved the minutes of the public meeting of the Council of Governors' held on 25 July 2019, subject to the amendment above.***

CP19/10/F2 Minutes of the Board of Directors (Enclosure F2)

The Council:

- ***Noted the link to the Board of Directors' meetings held in September and October 2019.***

No queries were raised on the content.

CP19/10/G1 Questions from Members of the Public (Verbal)

CP19/10/G1i Mr Sprakes

Mr Sprakes queried whether a large salad was still available for patients as his experience was that the size of the salad was now very small. Kirsty Edmondson-Jones agreed to respond outside of the meeting.

Post Meeting Note:

Kirsty Edmondson-Jones confirmed that patients were able to order a full size ham salad on a dinner plate.

Mr Sprakes also queried whether a hot breakfast option was available.

Post Meeting Note:

Kirsty Edmondson-Jones confirmed that DBTH's offering was the same as Sheffield Teaching Hospitals – that only those with nutritional needs were provided with a cooked/hot breakfast.

CP19/10/G1ii Mr Webb

Mr Webb queried the RTT position – noting its presence on the Board of Directors' agendas.

Richard Parker advised that the current year target of 92% was an increase from prior years presenting a substantial challenge. The Trust had believed that RTT would be deliverable in Quarter three, but had been unable to implement a recovery programme due to the adverse impact of pension rules for senior staff – including Consultants who were less willing to work additional shifts.

RTT was a significant issue across the ICS partners were also finding the targets a challenge. The recovery of RTT was a priority for the Trust – with a continued ambition to achieve the target by the year-end. RTT was a focus of reporting at the Trust's Finance and Performance Committee and the Board of Directors.

Mr Webb requested detail of the Trust's HSMR position.

Sewa Singh advised that HSMR had been recalibrated at National Level so the percentages appeared different from prior years. Sewa Singh considered that HSMR had now levelled out and he advised that a full report on this matter would be provided to the Board of Directors' meeting in November 2019.

The Trust continued to review all deaths and crude mortality ratio was currently at the lowest level that it had ever been.

CP19/10/H1 Annual Report and Accounts (Per Link)

The Council:

- ***Noted the link to the Annual Report and Accounts.***

CP19/10/H2 Any Other Business (Verbal)

CP19/10/H2i Questions

In response to a query from Doug Wright, it was noted that public questions were scheduled at the end of council meetings as queries on the content of papers or matters discussed could well have been answered throughout the course of the meeting.

CP19/10/H2ii Sewa Singh

Suzy Brain England advised that Sewa Singh's fixed term contract was to end on 31 March 2020.

Sewa Singh had been employed as the Trust's Medical Director for eight years, prior to which he had worked as a vascular surgeon.

Whilst there would be future opportunities to recognise Sewa Singh in the future, the Council of Governors wished to formally record it thanks for his work with the Trust throughout his career.

CP19/10/H3 Items for Escalation to the Board of Directors (Verbal)

No items for escalation were noted.

CP19/10/H4 Date and time of next meeting (Verbal)

The Council:

- ***Noted the arrangements for the next meeting:***

Date: Thursday 30 January 2020

Time: 5:30pm

Venue: Education Centre, Bassetlaw Hospital

CP19/10/H5 Meeting Arrangements for 2020 (Enclosure H5)

The Council:

- ***Noted the arrangements for the 2020 Council meetings.***

CP19/10/G Meeting Close

The meeting closed at 8:00pm.