

ANNUAL MEETING of the **BOARD** of the **MALVERN HILLS CONSERVATORS** held at The Committee Room, The Council House, Malvern on Thursday, 10 November 2005 at 7 p.m.

Present:- Mr. M. Cordey, Mr. R. Hall-Jones, Mr. D. Masters, Mr. J. Mills, Mr. A. Myatt, Mr. A. Phillips, Mr. J. Plant, Prof. J. Raine, Mr. R. Roberts, Mr. C. Rouse, Mr. P. Rumney, Dr. B. Smith (Chairman), Mr. R. Stockton, Mrs. S. Thetford, Mr. R. Thomas, Mr. J. Tretheway, Mr. B. Wilcock, Mr. R. Witcomb.

In attendance:- The Director, Administrative Officer, Conservation Officer and Financial Consultant.

1. APOLOGIES FOR ABSENCE. Mr. M. Angell, Mr. A. Macmillan, Mrs. P. Raven, Mr. S. Try, Mr. W. Watts.

2. ANNUAL REPORT OF CHAIRMAN FOR THE PREVIOUS YEAR. Dr. Smith presented his report as follows:-

“I have no doubt that the past year has overall been a successful one for the Conservators. I do not intend to go into elaborate details of every single success but I do feel that, in an overview of the year I must highlight at least some of these successes. In doing so I apologise to those who have worked hard on the many other successful issues and projects which time does not allow me to mention tonight.

“In particular I would draw to your attention the creation of a safe and elegant new path on the South side of British Camp in an archeologically sensitive area, the significant safety and logistical improvements in and around the British Camp car park, the creation of a new car park on the Old Hills and the extension of one near the Kettle Sings café, the construction of two cattle grids to improve traffic safety and facilitate grazing on the Hills and the recreation of the Victorian gardens at St. Ann’s Well. These are significant improvements of which we Conservators can justly feel proud and of which the public will surely approve.

“Nor must we forget that all this was achieved alongside the usual major load of maintenance, the unseen and unsung activities of our own workforce and contractors without which the Hills would so rapidly deteriorate,- all the tree works, litter picking, grass mowing, work on keeping paths clear, scrub clearance, maintenance of fences, gates, walls and signs etc., etc.

“Furthermore we managed all of this without any increase in the annual levy charged on local householders and even so managed to retain a small financial surplus (~£21,000) for use in future years. In large part this was due to the significant income from car parking charges. It will be remembered that these were increased two years ago in order to shift the balance of the burden of paying for the Hills from the levy payer to the visitor; this year’s results seem to prove the validity of that decision.

“In addition to all these short-term issues some longer-term issues have also surfaced at Board Meetings either directly or indirectly. These will need to be addressed in the near future. As a partly public body, (also partly commercial and partly charitable) the Conservators clearly have to take decisions which they judge to be in the public interest and they have to do so in an open manner. This leaves them both exposed to pressure from single interest groups and individuals and potentially under pressure to justify the rationale for any single decision they take. In order to handle these pressures the Conservators need to be seen to be representing the public and in particular to have clear long-term plans for which they have gained support from the public.

“This was the background to discussions that were held this year amongst the bodies who nominate Conservators. They sought to explore whether or not the present constitution

(as embodied in the Malvern Hills Acts) does provide a Board which is seen to represent the public optimally. So far no better option has emerged from these discussions. Also on the theme of democratic representation it was decided during the year to acknowledge formally what had been evident for some time, namely that it is unreasonable to expect every Conservator to be fully engaged in detailed committee work. This obviously poses questions about whether some interests will be overlooked during decision taking and whether some Conservators will start to see themselves as merely overseeing the work of others. Clearly this will need to be reviewed in the light of experience. Finally on this theme, work has now started on reviewing the Conservators' strategic plans. Hopefully updated plans will be available for public comment in the coming year.

"Another long-term issue discussed during the year was the relationship with the Malvern Hills Area of Outstanding Natural Beauty (AONB). It was decided not to seek any structural merging of the two organizations at this stage but instead to continue to develop the managerial links and to monitor how things develop. So far the results have been very satisfactory not least because the AONB obtained the funding for the cattle grids, for refurbishment of many of the water features on Conservators' land and for a management study of Castlemorton Common.

"Finally in my review of the year I must thank the Conservators' staff for their continuing hard work and dedication above the call of duty. During the year, David Whitehorne the Conservation Officer moved on in order to develop his career. David had become a major force in the organisation as well as a good friend to all of us. He will be sorely missed and we wish him well. During the summer we were pleased to attract Rob Havard into the organisation as David's replacement. We look forward to working with Rob. During the year we also lost Bob Allen who had been a stalwart member of our workforce for no less than 28 years. We wish Bob well in his retirement."

3. MEMBERSHIP OF COMMITTEES FOR THE YEAR TO 31 OCTOBER 2006:-

Access & Information Committee

Adeney Mrs S
Mills J R
Raine Prof J
Roberts R
Smith Dr B G (ex officio)
Stockton R
Thomas R
Tretheway J A (ex-officio)
Watts W J R
Wildin Mrs J

Land Management Committee

Phillips A J
Pilcher B J M
Plant J
Rouse C A
Smith Dr B G (ex officio)
Thetford Mrs S
Tretheway J A (ex officio)
Webb J
Witcomb R G

Administration & Resources Committee

Angell M
Cordey M K
Hall-Jones R
Harling P
Macmillan A K C
Myatt A
Rumney P
Smith Dr B G (ex officio)
Tretheway J A (ex officio)
Wilcock B A

It was **NOTED** that all members were appointed to the Committee of their choice.

4. ELECTION OF MEMBERS TO SERVE ON OUTSIDE BODIES.

4.1 Malvern Hills AONB Joint Advisory Committee. On the proposal of Mrs. Thetford, seconded by Mr. Wilcock, Dr. Smith was **ELECTED** to serve for the year to 31 October 2006.

4.2 Malvern Spa Association. On the proposal of Mr. Tretheway, seconded by Mr. Witcomb, Mr. Roberts was **ELECTED** to serve for the year to 31 October 2006.

4.3 Great Malvern Town Centre Partnership. On the proposal of the Chairman, seconded by Mrs. Adeney, Mr. Roberts was **ELECTED** to serve for the year to 31 October 2006.

5. CHAIRMAN'S ANNOUNCEMENTS. Members were advised that the next sitting of the Forward Strategy Working Party would be held in the Chairman's Room at the Council House on Thursday, 15 December 2005 at 7 p.m. This was **NOTED**.

6. PUBLIC QUESTIONS. None.

7. DECLARATIONS OF INTEREST. None.

8. CONFIRMATION OF MINUTES. On the proposal of Mr. Wilcock, seconded by Mr. Roberts, it was **AGREED** that the Minutes of the meeting held on the 8 September 2005 should be confirmed and signed as a true and correct record.

9. MATTERS ARISING.

9.1 6.1 Hearing Loop System. Mr. Roberts reported that representatives of RNID had assessed the requirements for a hearing loop system in the Committee Room. This was well within budget and would be installed on the 24 November 2005. This was **NOTED**.

9.2 6.2 Welfare of Livestock. In answer to a question, the Conservation Officer advised that the provision for the livestock, should it become necessary to take them off the Hills, was being addressed and would be reported to the meeting of the Land Management Committee on the 1 December 2005. This was **NOTED**.

9.3 7.2.1 British Camp Improvements. Mrs. Thetford reported that at the site visit members had given the new path their approval. Following heavy rain some channelling had appeared in the surface, but modifications to reduce the impact of flood damage appeared to be working well. This was **NOTED**.

9.4 11.2 Highway work at Hall Green. The Director **AGREED** to contact the Highway Authority following a report from Mr. Masters that only a small amount of weeds had been cleared and that the common was water logged in an area where it had not happened prior to the work.

10. COMMITTEE REPORTS.

10.1 ACCESS & INFORMATION. Mr. Roberts presented the following report of the meeting held on the 15 September 2005 and moved its adoption. This was seconded by Mrs. Adeney and **CARRIED**. In presenting the report, Mr. Roberts advised that the Charity Fair had been cancelled.

MEETING of the **ACCESS & INFORMATION COMMITTEE** held at Manor House on Thursday, 15 September 2005 at 2 p.m.

Present:- Mrs. S. Adeney, Mr. J. R. Mills, Prof. J. Raine, Mr. R. Roberts (Chairman), Dr. B. Smith, Mr. R. Thomas, Mr. J. Tretheway, Mr. W. Watts.

In attendance:- Director, Administrative Officer, Conservation Officer, Mrs. S. Thetford.

1. APOLOGIES FOR ABSENCE. None.

2. DECLARATIONS OF INTEREST. None.

3. SITE VISIT. Members visited Poolbrook Road to look at the practical issues before considering the request under item 7 of the Agenda.

4. CHAIRMAN'S COMMUNICATIONS. None.

5. MATTERS ARISING FROM THE MEETING HELD ON 21 JULY 2005.

5.1 8. Annual Tour to Ashdown Forest Conservators. The Director advised that it was intended that the return visit of the Ashdown Forest Conservators should take place in spring 2006. This was **NOTED.**

6. FILMING POLICY. On the proposal of Mr. Thomas, seconded by Professor Raine, it was **AGREED** to amend the policy that when companies were filming on the Malvern Hills to promote the aims and objectives of the Conservators they were not charged.

7. TRACK ACROSS THE COMMON AT POOLBROOK. A request had been received from the occupier of 35a Poolbrook Road on behalf of residents for permission to tarmac approximately 10 feet of the track which following development in the area now served seven properties. Following inspection during the site visit, it was proposed by Professor Raine, seconded by Mr. Thomas, that each application for tarmac should be considered on its merits and that in this particular case permission for a tarmaced apron should be granted in view of its situation in an urban area adjacent to a busy road and the increased usage; seven properties now use the track. This was **AGREED** with one vote against.

8. ROSE BANK GARDENS INFORMATION POINT. It was considered that an information point at this location could be of benefit to the Conservators by informing the public of facilities available on their land. It was therefore **UNANIMOUSLY AGREED** that the Conservators should support the idea of an information point in Rose Bank Gardens and encourage officers to further work with Mr. Smith and the District Council and report back to a working party comprising the Committee Chairman and Mr. Tretheway.

9. WATER FEATURES. The Chairman advised that the work on landscaping the gardens at St. Ann's Well was due to commence on Monday, 19 September and be completed by Christmas. Work on the other springs and spouts was also taking place over the next few months. He suggested therefore that in the spring the Conservators should join with the AONB and the Spa Association to send out publicity regarding the work carried out under the Heritage Lottery. This was **UNANIMOUSLY AGREED.**

10. INFORMATION.

10.1 Web Site. The Chairman reported on alterations and additions made to the Web Site which included archiving issues and publishing the Minutes of meetings as well as further additions at present in the planning stages. This was **NOTED.**

10.2 Charity Fair. The Chairman advised that this year the fair was being held on the 5 November in the Forum at Malvern Theatres complex. It was intended that the aim this year would be to increase the profile of the Conservators and their work. Therefore the stall would have only a computer display depicting aspects of their work and sell only publications concerning the Malvern Hills and Commons. This was **NOTED.**

There being no further business the Chairman declared the meeting closed at 3.15 p.m.

10.2 LAND MANAGEMENT. Mrs. Thetford presented the following report of the meeting held on the 6 October 2005 and moved its adoption. This was seconded by Mr. Plant and **CARRIED.**

MEETING of the **LAND MANAGEMENT COMMITTEE** held at Manor House on Thursday, 6 October 2005 at 2 p.m.

Present:- Mrs. P. Raven, Mr. C. Rouse, Mrs. S. Thetford (Chairman), Mr. J. A. Tretheway, Mr. J. Webb, Mr. R. Witcomb.

In attendance:- Director, Conservation Officer, Administrative Officer, Mr. R. Roberts.

1. APOLOGIES FOR ABSENCE. Mr. J. Plant, Dr. B. Smith.

2. DECLARATIONS OF INTEREST. None.

3. CHAIRMAN'S COMMUNICATIONS. None.

4. MATTERS ARISING FROM THE MEETING HELD ON THE 4 AUGUST 2005.

4.1 5. St. Ann's Well Gardens and Water Features around the Hills. The Director reported on the progress of the landscaping work at St. Ann's Well and advised that information on the scheme had been provided in the Well Room, together with a book for any comments the public might wish to make. This was **NOTED** and it was **AGREED** that members should make a site visit at the next meeting.

4.2 6 Castlemorton Management Plan. The Director advised that a member had queried the title of this document at the Board Meeting and he agreed that this could cause confusion and should perhaps be re-named "Castlemorton Plan". He reminded members that this had been instigated following the decision not to go ahead with cattle grids at Castlemorton. It had been decided to carry out a study taking into account the ideas for the management of the Common put forward by the community and that the production of this plan would be grant aided by the Heritage Lottery. This would not be used as the Conservators' Management Plan for the area but some of the ideas might be dove-tailed into it. This was **NOTED**.

4.3 7. Litter Bins. The Director presented the report which had been prepared following the decision at the last meeting that as a trial the three litter bins at Golden Valley be decommissioned. It was noted that the Wardens had not experienced any increase in litter and that generally the public were in agreement with the arrangement. In the circumstances it was **UNANIMOUSLY AGREED** on the proposal of Mr. Tretheway, seconded by Mr. Witcomb to accept the recommendation that the three bins at Golden Valley be removed.

With regard to litter bins generally, the Director would arrange for a map of where on Conservators' land these were situated for discussion at the next meeting.

4.4 8. Site Management of Swinyard & Gullet Area. The Director presented the report, which included the comments of the Wardens, to assist members in reviewing the decision at the last meeting to suspend car parking charges at all times at Swinyard car park. This was noted and it was agreed that in view of the short time the trial had been in operation and that the Gullet road was still classified as a highway, it was not appropriate to make a final decision with regard to car park charges at this location. However in the meantime it was generally felt that the public should pay for parking and it was therefore proposed by Mr. Tretheway, seconded by Mr. Webb, that the meter was left uncovered and a charge made for parking and that the situation was reviewed after the Gullet Road had been closed. If the temporary car park came into use during this time, a temporary sign was placed there inviting people to pay the charge at the meter. This was **CARRIED** by 4 votes to 1.

5. TREE SAFETY SURVEY 2005/06. The Conservation Officer presented his report detailing the areas covered by this year's survey, together with individual trees in other areas which were causing concern, and made the following recommendations:-

- That the policy already agreed for Barnards Green, of replacing felled trees (where appropriate) with a suitable species determined following soil investigations, be applied to all Lime avenues on the land of the Malvern Hills Conservators;

- That as policy, crown reductions will be carried out on avenue Lime trees infected with *K. deusta* to make them safe. Felling will only be carried out when it is deemed that crown reductions would not be sufficient to make the trees safe; and
- That members agree to the involvement of Forest Research to identify the cause of the dead tree in Moorlands Road.

This was **AGREED**.

6. MALVERN HILLS AND COMMONS BIOLOGICAL RECORDING PROJECT. The Conservation Officer presented his report setting out the reasons why it was important to have biological recordings and how these could be achieved. On the proposal of Mr. Tretheway, seconded by Mrs. Raven, it was **UNANIMOUSLY AGREED** to adopt the recommendation that the Conservation Officer sought funding to set up a comprehensive Biological Recording Project and enlist the help of members of the Wildlife Panel and local community.

7. ISSUES RAISED AT THE BOARD MEETING ON 8/09/05. The Director presented his report which had been compiled in order for members to address issues raised at the last meeting of the Board. Members considered each item as follows:-

- On the proposal of Mr. Witcomb, seconded by Mr. Rouse, it was **AGREED** that the issue of cattle mixing on the Hills was referred to the vet and providing there was no increased risk to animal health then the practice of three steers mixing with Conservators' cattle continued to be left to the discretion of the Conservation Officer, Operations Manager and Stockman.
- On the proposal of Mr. Rouse, seconded by Mr. Webb, it was **UNANIMOUSLY AGREED** that the staff continued to support the grazing of the Hills and the commoners working to similar ends. For information, the Director advised that of the £38,826.64 received this year by the Conservators under the Countryside Stewardship Scheme, to date £7,000.00 had been paid to the commoner for grazing and £2,500.00 to a contractor for scrub management.
- On the proposal of Mrs. Raven, seconded by Mr. Witcomb, it was **UNANIMOUSLY AGREED** that the Conservation Officer looked into Countryside Stewardship for the Southern Hills.

8. WILDLIFE PANEL. The Conservation Officer presented the report of the Wildlife Panel meeting held at British Camp reservoir on the 13 September 2005 which was **NOTED**.

9. TRIPARTITE MEETING. The Director advised that the next meeting between the Castlemorton Common Association, Castlemorton Parish Council and the Conservators was to be held on the 7 November 2005 and asked members to nominate three representatives to attend. It was **AGREED** that Mr. Plant, Mr. Rouse and Mr. Witcomb should represent the Conservators with Mrs. Thetford as reserve.

10. INFORMATION.

10.1 Mr. G. Bott. The Director advised that Mr. Bott was currently exercising his common rights on the Guarford Straight. This was **NOTED**.

There being no further business the Chairman declared the meeting closed at 3.40 p.m.

10.3 ADMINISTRATION & RESOURCES. Mr. Wilcock presented the following report of the meeting held on the 27 October 2005 and moved its adoption. This was seconded by Mr. Hall-Jones and **CARRIED**, including items 9, 10 and 11 taken in committee.

MEETING of the **ADMINISTRATION & RESOURCES COMMITTEE** held at Manor House on Thursday, 27 October 2005 at 7 p.m.

Present:- Mr. M. Angell, Mr. R. F. Hall-Jones, Mr. A. K. C. Macmillan, Mr. A. Myatt, Mr. P. Rumney, Dr. B. G. Smith, Mr. J. A. Tretheway, Mr. B. A. Wilcock (Chairman).

In attendance:- The Director, Administrative Officer, Financial Consultant, Financial Assistant, Mr. R. Roberts, Mrs. S. Thetford.

1. APOLOGIES FOR ABSENCE. Mr. M. Cordey.

2. DECLARATIONS OF INTEREST. None.

3. CHAIRMAN'S COMMUNICATIONS. None.

4. MATTERS ARISING FROM THE MEETING HELD ON THE 25 AUGUST 2005.

4.1 4.1 Byelaw Offences. A reply had been received from Sir Michael Spicer, M.P. enclosing a copy letter from the Minister for Constitutional Affairs which stated that the policy was that the collective sentence of anyone found guilty of an offence, that is, including any fine, payment of costs and compensation and the period of repayment, should not reflect, collectively, a penalty at odds with the proven offence or the defendant's ability to pay them within a twelve month period. This was **NOTED**.

Members were reminded that a prosecution under the Byelaws was a last resort measure for persistent offenders. Instances where damage had been caused to Malvern Hills Conservators' land or property, it was the practice to invoice the offender the cost of reinstatement. Should payment not be forthcoming it would be possible to recover the money through the Small Claims Court.

4.2 8. Land Registry. The Administrative Officer advised that three representatives from the Land Registry had visited the office to look at the Deeds and map book to plan how they would be proceeding with registration. A letter was expected shortly setting out the procedure. It was noted that as well as the sum of £1,500 budgeted for Land Registry fees there would be some legal costs involved. Enquiries would be made to ascertain whether this could be classed as capital expenditure and funded from the Parliamentary Fund.

5. MANAGEMENT ACCOUNTS FOR THE SIX MONTHS ENDED 30 SEPTEMBER 2005. The Financial Consultant presented the Management Accounts for the six months ended 30 September 2005 which were **NOTED**. It was **AGREED** that the accounts for the next quarter would include an entry for the sale of sheep.

6. REVIEW OF PARKING CHARGES. It was **UNANIMOUSLY AGREED** that the parking charges should remain the same for the year 2006/07.

7. LOST PROPERTY. The Director advised that the police were notified of lost property found on the Hills. However he felt that the Conservators should have a policy for unclaimed items and this was **AGREED** as follows:-

- After one month items should be taken to a charity shop
- Any modest sums of unclaimed money should be placed in a volunteers' fund.

8. INFORMATION. None.

On the proposal of the Chairman, seconded by Mr. Hall-Jones, it was **AGREED** that the remainder of the meeting should be taken in committee as publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11. REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES.

11.1 Malvern Spa Association. Mr. Roberts reported that the Association was very pleased that the work at St. Ann's Well was progressing well and advised that arrangements had been made for a St. Ann's Well blessing ceremony to take place on 9 December 2005 at 12 o'clock to which all Conservators were welcome. The Vicar of Malvern will be officiating and amongst the entertainment would be harp playing and poetry reading. The Annual General Meeting of the Association has been provisionally booked for the evening of the 13 December 2005 at The Abbey Hotel. This was **NOTED**.

11.2 Malvern Hills AONB Joint Advisory Committee. Dr. Smith reported on the meeting of the Committee held on the 23 September 2005 when members were introduced to the new AONB Manager, Paul Esrich. Items considered included:-

- The re-grading of David Armitage to Assistant AONB Manager
- Mr. Ted Roberts had been re-elected Chairman with Dr. Smith Vice-Chairman

- There was a presentation by Cheryl Jones, Chairman of Malvern Hills and Abberley Geo-Park who advised that this was a UNESCO dedication given in this instance because of the large amount of geological features in one small area. A project currently being undertaken by the Geo-Park was Geo-Tourism for which a Management Plan was being prepared for publication before Christmas. The JAC resolved to support the agreed activities of the Geo-Park Board where they were in harmony with the AONB but the issue of financial support should be the subject of a future debate.

This was **NOTED** and it was **AGREED** that the Management Plan and code of conduct leaflets produced would be brought to a future meeting of the Land Management Committee. Particular concern was raised regarding protected nesting birds in the quarries.

12. URGENT BUSINESS. None.

13. INFORMATION.

13.1 Management Report. The Director presented his following report which was **NOTED.**

MANAGEMENT REPORT

DATE: 10 NOVEMBER 2005

DIRECTOR

- Guided tour for the Association of District Council Treasurers
- Talk to Worcester and Malvern Rotarians
- Attended meeting of Newland Parish Council to explain policy on travellers
- Attended Fifth Annual Conference on Common land with the Chairman of the Board
- Supported AONB in overseeing work at St. Ann's Well Garden and Malvern Spa Association regarding the water features
- Carried out staff appraisals

CONSERVATION OFFICER

- Training in geographic information systems (GIS).
- Meeting with WCC Countryside Officer.
- Meeting with Jim Swanson, Grazing Animals Project (GAP).
- Tree Safety Contract completed.
- Countryside Stewardship Scheme Annual Claim completed.
- Fixed Point Photography Survey completed.
- Attended Colwall Parish Council Meeting.
- Attended Environmental Stewardship Event.
- Site meeting with Graziers.
- Site meeting and Countryside Stewardship Scheme assessment with Department of the Environment Food and Rural Affairs representatives.
- Walk the Hills looking at management issues with English Nature.
- Meeting with MHDC Landscape Officer.
- Site visit from Staffordshire Moorland Project to look at our Grazing Scheme.

FIELD STAFF

- Continued with path repairs at Westminster Bank
- Moved cattle
- Mowing all areas
- Constructed cattle corral at Brockhill Road in readiness for TB testing
- Gathered sheep to select breeding ewes
- Install two waymarkers
- Cleared tree that had fallen across Wyche Road and Railway Inn
- Cut and collected grass from Malvern Common
- Scrub clearing with tractor at Blackhill

- Litter clearing all areas
- Sheep Numbers at 31 October 2005

191 ewes
30 ewe lambs
4 rams

WARDENS

➤ Byelaw incidents:-

Garden waste	6
Camping	3
Unauthorised fishing	1
Fires	2
Travellers (Newland)	1
Cyclists not on bridleways	14
Unauthorised work by utilities	6
Encroachments	3
Motor bikes on common	2
Signs	4
Flytipping	8
Boats moored illegally	1
Unauthorised parking	9
Abandoned vehicles	1
Cars for sale on common	3
Skips	2
➤ Beacon newsletter completed	
➤ Two Conservation Days held	
➤ Helping Hands litter pick – 300 volunteers covering all commons	
➤ Began induction for new Voluntary Warden	
➤ Youth Offending Service clearing overhanging branches from paths	
➤ Supervising utilities	

TRAINING

- Field Staff, Wardens and Operations Manager attended Manual Handling Course.
- Warden, Richard Vale, completed First Aid course.

ADMINISTRATION

- 16 Planning applications looked at and comments made on one.
- The Board's seal was attached to a Transfer of the land to Worcestershire County Council at Barnards Green/Geraldine Road and Poolbrook Road junctions.

13.2 Stolen Trailer. In answer to a question, the Director advised that a stock trailer had been stolen from the Wells Road compound and a claim had been made to the insurers. The trailer was within the locked compound and subsequent enquiries had established that it did have an integral lock. This was **NOTED**.

The Chairman declared the meeting closed at 7.51 p.m.