

MINUTES OF THE REGULAR MONTHLY MEETING OF THE PARISH COUNCIL OF MANCHESTER HELD ON JANUARY 9, 2014

The Regular Monthly Meeting of the Parish Council of Manchester was held in the Council's Chamber, 32 Hargreaves Avenue, Mandeville on Thursday, January 9, 2014, commencing at 10:00 a.m.

MEMBERS PRESENT

Her Worship the Mayor
Councillor Brenda Ramsay

Councillors: - Ervin Facey, Deputy Mayor
McArthur Collins
Burton Wright
Cleon Francis
Jones Oliphant
Faith Sampson-Nickle
Fairbourne Maxwell
Muriel Swaby
Anthony Bryce
Desmond Harrison
Omar Miller
Donovan Mitchell
Iceval Brown

ELECTORAL DIVISION

Bellefield

Spur Tree
New Green
Walderston
Knockpatrick
Mandeville
Johns Hall
Mile Gully
Porus
Newport
Christiana
Craighead
Royal Flat
Grove Town

ENTERED DURING THE MEETING

Councillor Darlton Brown
Mr. David Harris

Alligator Pond
Director of Finance

OFFICERS IN ATTENDANCE

Messrs. David Parkes	-	Secretary/Manager – Clerk to the Committee
Doyen Johnson	-	Superintendent, Roads & Works (Acting)
Densil Mundy	-	Inspector of Poor
Dewaine Larmond	-	Director of Planning
Misses Sharon Walker	-	Internal Auditor
Janice Mundle	-	Municipal & Commercial Services Manager
LaJean Powell	-	Parish Disaster Preparedness Coordinator
Mrs. Darcia Roache	-	Director of Administration
Mrs. Cardel Baker-Grant	-	Community Programmes Coordinator
Mrs. Vivinne Grant	-	Matron, Infirmary (Temporary)
Mrs. Cordelia Ashley	-	Recording Secretary

ALSO IN ATTENDANCE

Messrs. Emrick Needham	-	Assistant Superintendent, Jamaica Fire Brigade
Shelton Thomas	-	Operations Engineer, JPSCo.
Courtney James	-	Zone Team Leader, National Water Commission
Jermaine Jackson	-	Water Supply Manager (Acting), NWC
Miss Beverley Boothe	-	Parish Manager, Social Development Commission

MEETING CALLED TO ORDER

The meeting was called to order at 10:00 a.m. by Her Worship the Mayor, Councillor Brenda Ramsay.

NOTICE CONVENING THE MEETING – was taken as read.

PRAYER – Devotion was conducted by Rev. Dr. Adlyn White, Chaplain.

Dr. White wished for everyone a happy New Year.

Mayor Ramsay thanked Rev. Dr. White for conducting devotions. She wished for her a productive, prosperous and happy New Year. She commented that in spite of the anticipated challenges it was her hope that at the end of 2014 the Council would be able to look back and say it was a good year. She stated that she looked forward to the participation of the Council's partners and the various agencies during 2014.

Mayor Ramsay proceeded to advise members of the Committee of the transfer of Mr. Christopher Powell, former Secretary/Manager to the services of the St. Mary Parish Council and that Mr. David Parkes had taken up duties as the new Secretary/Manager in the services of the Manchester Parish Council effective January 2, 2014.

WELCOME

Her Worship the Mayor extended a warm welcome to everyone to the first meeting for 2014. Special welcome was made to the representatives from the various agencies and the media. She further stated that she trust that 2014 would be a productive year.

APOLOGIES FOR ABSENCE

Apologies for absence were tendered on behalf of Councillor Darlton Brown and Mr. David Harris, Director of Finance who would be late.

CONFIRMATION OF MINUTES OF MEETING HELD ON DECEMBER 12, 2013

Moved by : Councillor Ervin Facey, Deputy Mayor
Seconded by : Councillor Muriel Swaby and Agreed -

“that the Minutes of the Regular Monthly Meeting of the Council
“held on December 12, 2013, be and are hereby confirmed.

MATTERS ARISING FROM MINUTES OF MEETING HELD ON NOVEMBER 14, 2013

Re: Development of Roxborough

The Secretary/Manager advised the meeting that the Tourism Enhancement Fund (TEF) and the Jamaica National Heritage Trust (JNHT) were in dialogue with the Petroleum Corporation of Jamaica (PCJ) and other development partners with a view to ensuring that adequate financing was in place and the procurement procedures were being followed to facilitate the implementation of phase 2.

Mayor Ramsay requested that periodic follow up be done with the Tourism Enhance Fund (TEF) with a view to ascertaining the progress of the project.

Re: Problems with Overgrown Lots throughout the Parish

The Secretary/Manager presented Conditional Orders awarded to the Manchester Parish Council by the Manchester Resident Magistrate Court for the Council's approval for the sale of overgrown properties as under:

- 26 McKinley Heights
- 14 West Road
- 5 West Acre
- 2 Atkinson Drive
- 26 Waltham Heights
- 24 McKinley Heights
- Lot 8 Bougainvillea Close

Mayor Ramsay reminded members of the Committee that the problem of overgrown lots and abandoned buildings were being pursued by the Council, through the Courts, and the Court has awarded the Council the Conditional Order to dispose of the affected properties after the requisite procedures had been followed. She advised that copies of the Conditional Order For

Sale of the properties would be published in the print media, the Jamaica Gazette, placed on a conspicuous place on the property and delivered to person(s) in occupation of the property, if any. This exercise, the Mayor said, would be completed within sixty (60) days.

Councillor McArthur Collins thanked the Officers from the Council who were instrumental in the process and requested copies of the documents.

Mayor Ramsay used the opportunity to warn members of the public that one of the Council's responsibilities was to ensure the safety and security of the citizens of Manchester and every effort would be made to locate the owners of overgrown properties whenever they were identified.

She implored citizens to ensure that their properties were properly kept so as not to become a nuisance to their neighbours, as the Council would be pursuing lot owners with a view to ensuring that the lives of their neighbours were not threatened by the manner in which the lots were kept.

It was then:-

Moved by : Councillor McArthur Collins
Seconded by : Councillor Muriel Swaby and Agreed -

“that approval be granted for the Council to proceed
“with the Conditional Order For Sale of overgrown
“properties situated at 26 McKinley Heights, 14 West Road,
“5 West Acre, 2 Atkinson Drive, 26 Waltham Heights,
“24 McKinley Heights and Lot 8 Bougainvillea Close.

Re: Property Tax Collections

The Secretary/Manager reported that property tax collections for the parish of Manchester for the month of December, 2013 totalled \$17.77M with year-to-date collections of \$569.25M.

Mayor Ramsay commented that the collection efforts would have to be doubled in 2014 if the expected target of \$903M was to be achieved. She advised members of the Committee that a number of locations would be targeted by the Inland Revenue Department to facilitate easier collection of outstanding property taxes.

She however anticipated that there would be significant improvement in collections for 2014, as the financial year ends on March 31, 2014.

Entered the Meeting – Mr. David Harris, Director of Finance

Re: Installation of Fire Hydrant – Mother Fleure Water Supply System

The Acting Superintendent, Roads & Works reported that he had dialogue with Mr. Emrick Needham, Assistant Superintendent, Jamaica Fire Brigade and it was concluded that for the hydrant to be operational it would require a four inches (4”) transmission pipeline. He advised that presently a 4” pipeline only exist at the section between the spring and the reservoir while a 1 ½” pipeline existed from the reservoir towards the community. He opined that the only section the hydrant could be installed would be between the spring and the reservoir.

Continuing, the Acting Superintendent, Roads & Works advised that there was a challenge, as the Mother Fleure Water Supply System was only operational for three (3) hours per day, so the hydrant would not be in operation for twenty-four hours in any particular day.

Councillor Omar Miller suggested that the hydrant be installed because if there was a fire in the area the Mother Fleure Water Supply system would be the nearest point for the fire unit to be refilled instead of travelling all the way to Christiana.

Mr. Courtney James, Zone Team Leader, National Water Commission commented that for the fire hydrant to operate satisfactorily same would be dependent on the volume of water at the source and the pressure at the particular time, so those factors should be considered before an

hydrant was installed.

Mayor Ramsay suggested that the matter be revisited and the hours when pumping was done be revisited by the Acting Superintendent, Roads & Works. It should also be ascertained how long the storage would last to ensure that the tank always had water.

Continuing, Mayor Ramsay stated that the Mother Fleure Water Supply System was costly to operate and commented that with the installation of a fire hydrant electricity cost would increase. She implored the residents who were connected to the system to meet their financial obligations as it relates to paying for the service.

Re: Invitation to the Minister of State, Ministry of Water, Land,
Environment and Climate Change to address the Council

Mayor Ramsay reiterated the need for members of the Political Directorate to forward a listing of the issues/concerns that were to be forwarded to the Minister, by Wednesday, January 15, 2014 to facilitate the proposed visit of the Minister.

Re: Requests by Councillors Donovan Mitchell and McArthur Collins

The Secretary/Manager advised the meeting that a comprehensive listing of the properties owned by the Manchester Parish Council was circulated to members of the Political Directorate for their perusal and discussion.

Councillor Mitchell requested that the listing be collated as per divisions so that members could have a greater input in locating the listed properties and also to be aware of their status. The Director of Planning advised the Committee that the listing was comprehensive as it included pauper properties, vested orders and open spaces. Mayor Ramsay asked that the member's request be granted and the document be provided by soft copy.

Mayor Ramsay noted that the document was just received and asked that members further peruse same to facilitate discussion at the next Finance & Planning or Infrastructure and Traffic Committee Meeting.

Continuing, Councillor Mitchell noted that the under mentioned requests were still outstanding and he would be meeting with representatives from JAMALCO on Friday, January 10, 2014 where some of those matters would to be discussed.

- copies of all approvals granted by the Council to JAMALCO for level crossings/deviations since 2011 to present;
- listing of subdivisions that were submitted by the Council to the Jamaica Bauxite Institute that had been refused; and
- listing of all outstanding matters that were to be addressed by JAMALCO and WINDALCO regarding subdivision.

The Director of Planning advised the meeting that the reports for the other requests were forwarded to the Secretary/Manager. He proceeded to advise the meeting that approximately fifteen (15) subdivision applications were refused by the Jamaica Bauxite Institute. Continuing, he advised that the Council had managed to obtain approval for approximately eight (8), approximately three (3) were pending and two (2) refused. The Director of Planning reported that based on improved communication with the Ministry of Water, Land, Environment and Climate Change the Council had managed to get a number of the applications approved during the latter part of 2013. He further stated that those applications which were pending, discussions were in progress with a view to having the requisite approval during early 2014. Additionally, he stated that measures were being implemented to minimize the refusal of subdivisions by the Jamaica Bauxite Institute. He further advised that the Department was in the process of compiling conditions for the eight (8) subdivisions that were approved with a view to getting Council's approval.

Mayor Ramsay requested that a copy of the document be made available to Councillor Donovan Mitchell.

Continuing, Councillor Mitchell enquired whether a listing of all approvals granted by the Council to JAMALCO for level crossings/deviations since 2011 to present could be made available to facilitate a meeting, as the company was not living up to its obligations.

Mayor Ramsay requested that the Acting Superintendent, Roads & Works provide the relevant information as he would be a part of the meeting, and he was also instrumental in setting the conditions.

Re: Standpipes - Village and Cobbla

Regarding the request for an investigation to be carried out to ascertain whether there was any variance as it relates to water bills received for standpipes that service the Village and Cobbla areas, when the areas were not receiving the regular supply of potable water, the Secretary/Manager advised the meeting that investigation revealed that there was not much variation in that regard.

MATTERS ARISING FROM MINUTES OF MEETING HELD ON DECEMBER 12, 2013

There was no matters arising from the Minutes of meeting held on December 12, 2013.

REPORTS FROM AGENCIES

The Jamaica Fire Brigade

The Chairman invited Mr. Emrick Needham, Assistant Superintendent, Jamaica Fire Brigade to update the meeting accordingly.

Mr. Needham reported that during the month of November, 2013 the Department responded to 29 fire calls of which 16 were genuine, 3 malicious false alarms, 4 false alarm with good intent (F.A.G.I.) and 6 special services. Mandeville 27 and Christiana 2. Estimated value of property at risk was \$47,000,000.00; estimated loss was \$3,140,000.00 and estimated value of property saved was \$43,860,000.00.

Major Fires

- | | |
|---------------------------|---|
| November 13 th | Eleven-apartment dwelling house at Top Greenvale, Manchester. Number of jets used: none. Loss \$30,000.00; Risk \$3,000,000.00. Homeless: none. Origin: unknown |
| November 15 th | Four-apartment dwelling house at Lower Christiana, Manchester. Number of jets used: one medium. Loss \$2M; Risk: Nil. Destroyed. Homeless: 2 adults. Origin: unknown. |
| November 24 th | 2004 Toyota Succeed motor car at Trinity, Porus, Manchester. Number of jets used: none. Loss \$800,000.00; Risk \$12M. Origin: electrical short circuit. |

Homeless: 2 Adults

Major Special Service

There was no major special service.

Mr. Needham reported that during the month of December, 2013 the Department responded to 67 fire calls of which 43 were genuine, 8 malicious false alarms, 2 false alarm with good intent (F.A.G.I.) and 14 special services. Mandeville 65 and Christiana 2. Estimated value of property at risk was \$117,500,000.00; estimated loss was \$17,807,000.00 and estimated value of property saved was \$99,693,000.00.

Major Fires

- | | |
|--------------------------|---|
| December 1 st | Two-apartment dwelling house at Cow Pen, Banana Ground, Manchester. |
|--------------------------|---|

Number of jets used: one medium. Loss \$250,000.00; Risk – Nil.
Homeless: one. Origin: unknown.

- December 9th Seven-apartment dwelling house at Straun Castle, Christiana, Manchester. Number of jets used: one medium. Loss \$4M; Risk \$7M. Homeless: 3; 1 Adult and 3 children. Origin: unknown.
- December 21st Dwelling house at 20 Recton Drive, Waltham, Manchester. Number of jets used: one medium jet. Loss \$800,000.00, Risk \$15M. Homeless: Nil. Origin: not ascertained.
- December 25th Toyota Motor Car at New Kendal Road. Kendal, Manchester. Number of jets used: one medium. Loss \$400,000; Risk: Nil. Origin: unknown.
- December 27th Dwelling house and business establishment at Wildman Street, Christiana, Manchester. Number of jets used: one medium. Loss \$5M; Risk \$5M. Homeless: 10; 6 adults and 4 children. Origin: unknown.
- December 30th Commercial building (Post Office) at Newport, Manchester. Number of jets used: one medium. Loss \$6M; Risk \$9M;. Origin: electrical short circuit.

Major Special Service

There was no major special service.

Other Issues

Mr. Needham reported that repairs to the fire unit assigned to the Christiana Fire Station has been completed and the unit was undergoing further tests with a view to determining its reliability. He stated that it was anticipated that the unit should be back in the parish by week ending January 17, 2014.

He stated that the fire prevention section continue to sensitize the public about fire prevention measures which resulted in a decrease in the number of fires during the reporting period. Continuing, Mr. Needham commended the Social Development Commission for the multi-agency meetings held along with the Jamaica Fire Brigade in the communities, as the citizens were responsive.

Her Worship the Mayor thanked Mr. Needham for the comprehensive report and joined him in commending the Social Development Commission for their presence in the communities, as their interventions have been bearing fruits. She commended the citizens for the quick actions they have been taking in assisting in putting out fires in their communities. She anticipated that the fire unit would be operational when it was returned to the parish, as in time past it only operated for a few days and went down again.

Councillor Anthony Bryce – commended the team of fire fighters who went to put out the fire at the Newport Post Office. He stated that the team arrived on time and tried their best but the building could not be saved.

Councillor Burton Wright – thanked the Jamaica Fire Brigade for the removal of the fire hydrant from the roadway at Glencoe and enquired whether the hydrant could be installed at a different location in the vicinity.

Entered the Meeting – Councillor Darlton Brown

The member further enquired which agency was responsible for the reinstatement of that section of roadway from which the hydrant was removed and when would the repairs be done. Regarding the relocation of the fire hydrant, Mr. Needham promised to discuss the matter with Mr. Bennett, Deputy Superintendent, Jamaica Fire Brigade.

Mr. Courtney James, Zone Team Leader, National Water Commission reported that the National

Water Commission assisted the Jamaica Fire Brigade with a backhoe to facilitate the removal of the fire hydrant and advised the meeting that the hydrant should be in the possession of the Jamaica Fire Brigade.

Her Worship the Mayor requested that the Acting Superintendent, Roads & Works carry out an assessment of the roadway from which the hydrant was removed, as it was a parochial road, with a view to compiling the necessary estimate to undertake repairs.

Councillor Desmond Harrison – commented that it was unfortunate that the fire unit took so long to be repaired and stated that if the vehicle was repaired a long time ago some of the reported fires where buildings were completely destroyed could have been averted. He however anticipated that the Unit would be back in the parish and will function effectively.

Councillor Omar Miller – commented that it was critical to have a functioning fire unit at the Christiana Fire Station. He enquired about the possibility of retaining the services of private contractors with pumper, especially during drought periods, to assist with fire fighting. Mayor Ramsay commented that her understanding was that the private contractor (s) would be on standby to provide water but the unit would still be required to respond to the fire.

Continuing, the member commented that most of the times the lack of water at the scene of the fire was the problem. Her Worship the Mayor commented that it was two-fold problem; the absence of a functioning fire unit and inadequate water supply.

Mr. Needham supported the member's suggestion and commented that most of the times the private contractors, when approached to assist with fire fighting, complained of the associated costs. Continuing, he stated that to successfully put out a fire, water should be under pressure, which could not be readily established by the regular pumpers and there was also the matter of compatibility of the delivery hose if it was to be attached to the standby unit. Mr. Needham commented that to successfully put out a fire the fire unit had to be on location.

Mr. Needham suggested that the Councillor for the area liaise with the owner(s)/operator(s) of water trucks who would be willing to enter into an agreement with the Brigade to be on standby to assist with fire fighting. He proceeded to advise the meeting that the fire hydrant which was removed from Glencoe was in the possession of the Jamaica Fire Brigade. Mayor Ramsay suggested that the National Water Commission liaise with the Jamaica Fire Brigade with a view to installing the fire hydrant at a different location in Glencoe.

Mayor Ramsay enquired about the status of the overhead water tank located at the Christiana Fire Station. Mr. Needham advised the meeting that there was an overhead tank on the compound of the Christiana Fire Station, but there was no connection from the National Water Commission's main. He added that water had to be trucked into the tank periodically.

Continuing, Mr. Needham stated that some time ago the Brigade had requested that the overhead tank be connected to the National Water Commission's main, but same did not materialized. Mayor Ramsay suggested that the tank be filled in the interim while the matter of the connection to the National Water Commission's main be further pursued. Mr. Needham promised to follow up with Mr. Bennett, Deputy Superintendent, Jamaica Fire Brigade in that regard.

Councillor Donovan Mitchell - requested that the fire hydrant that was removed from the Royal Flat Square be reinstalled. Mr. Needham promised to carry out the necessary investigation with a view to re-installing same.

Her Worship the Mayor thanked Mr. Needham for the report and wished for Mr. Bennett, Deputy Superintendent, Jamaica Fire Brigade a speedy recovery.

The National Water Commission

The Chairman welcomed Mr. Courtney James, Zone Team Leader, National Water Commission and invited him to update the meeting accordingly.

Mr. James proceeded to introduce Mr. Jermaine Jackson, Acting Water Supply Manager, National Water Commission to the meeting, while noting that his colleague was inappropriately dressed for the meeting.

It was then:

Moved by : Councillor Desmond Harrison
Seconded by : Councillor Omar Miller and Agreed –

“that the representative from the National Water Commission be
“allowed to participate in the meeting in his informal attire.

Her Worship the Mayor welcomed Mr. Jermaine Jackson, Acting Water Supply Manager and enquired whether he was new to the parish. Mr. Jackson stated that he was previously assigned to the Mandeville office of the National Water Commission. Continuing, he stated that the aim of the Water Supply Department was to be more accountable, to respond to customers complaints in a timely manner and to improve on its customer service delivery.

He advised members of the Committee that he could be contacted at telephone number 990-0071, when the need arose.

Mr. James proceeded to report on the following:

- The Moravia water supply system was back in operation.
- Investigation would be carried out with a view to facilitating the connection of the overhead water tank located at the Christiana Fire Station to the National Water Commission main.
- One of the pumps at Gutters was out of operation and it was anticipated that it would be back in service by the end of the week. Regulations were being done in the interim with a view to ensuring that the commercial centre was receiving water.
- Road repair at the intersection of the Mike Town and Somerset Road was still outstanding.
- Leaks along roadway at Ward Avenue were repaired since December 2013.

Her Worship the Mayor – requested that provision be made in the 2014/15 budget for the purchasing of spare pumps to be installed at the various water supply systems during down times.

Councillor Omar Miller – brought to the attention of the Committee the absence of water in the Silent Hill Base Road into Moravia and Coleyville, Dobson, Ticky Ticky and Robins Hall areas. The member anticipated that with the installation of the pump at Moravia the water supply would be improved and stated that the citizens were without potable water in those areas.

The member requested that better regulation be done to facilitate the distribution of water from the Coleyville storage tank.

Mr. James, representatives from the National Water Commission advised that he would liaise with Messrs. Ellis and Jackson regarding the member’s concern.

Councillor Burton Wright – requested that better regulation be done to facilitate water distribution to the Village and Cobbla areas in the Walderston Division.

Councillor Donovan Mitchell - requested an update on the following:

- Approval granted to JAMALCO for mining activities to be carried out under the roadway at Broadleaf subject to the National Water Commission removing a section of pipeline, for which the company was still awaiting communication from the National Water Commission.
- How the new meter replacement programme being undertaken by the National Water Commission was working and what did the National Water Commission hope to achieve under the programme.
- Restoration of the water main entering Webbers, as no water was going into the area.

- Partnership agreement between the National Housing Trust (NHT) and the National Water Commission (NWC), as it relates to the availability of water in the Perth Subdivision.

Mr. James, representative from the National Water Commission advised the meeting that he was not aware of the arrangement with JAMALCO as it relates to the removal of the water main. He however stated that he would liaise with Mr. Jackson in that regard, in addition to the unavailability of water in the Webbers area.

Regarding the new meter replacement programme, Mr. James reported that the agency was hoping to bill customers for the actual water usage as oppose to producing estimated bills and also to minimize waste. He stated that the new meters were accurate and implored customers to monitor and conserve on their water usage as the new meters would increase the ability to measure water consumption.

Her Worship the Mayor enquired whether it would attract an additional cost to relocate a water meter closer to a customer's property under the meter replacement programme. Mr. James advised the meeting that the National Water Commission had a standard as it relates to how far within a customer's property a meter should be located. He stated that the meter should be located as close as possible to the entrance of the property, which should not be more than five feet within the premises. Mr. James advised that if the meter was to be relocated closer within the property that would not be accommodated but if the meter was to be relocated closer to the roadway/gate that could be accommodated by the Agency at no cost to the customer. Referring to the Council's request for the relocation of water meter at the Christiana Market, Mayor Ramsay requested that the Agency await further communication from the Council in that regard.

Mr. Jermaine Jackson, Acting Water Supply Manager, National Water Commission advised the meeting that the necessary investigations would be carried out as it relates to the relocation of the water main at Broadleaf to facilitate mining activities by JAMALCO as well as the improvement of the water supply system to facilitate the Perth Housing Development.

Councillor Fairbourne Maxwell - reported that the Comfort Hall All Age and Basic Schools were ordered closed due to the lack of water. The member requested that water be trucked to the schools as a matter of urgency.

He also advised that a concrete catchment tank was located in Comfort Hall and enquired whether the facility could be connected to the National Water Commission's main to facilitate supply to the Comfort Hall All Age and Basic Schools when no water was coming from St. Elizabeth.

Mayor Ramsay enquired whether upgrading of the water supply in that area could be undertaken by the Rural Water Supply Limited. Mr. Jackson advised the meeting that the Rural Water Supply Limited had recently conducted an island wide audit in terms of upgrading of water supply systems and promised to ascertain whether the Comfort Hall area was included in the Audit.

Councillor McArthur Collins - anticipated that with the new restructuring exercise being undertaken at the National Water Commission there would be improvement in the procurement process and the frequent downtimes of the water supply systems.

Councillor Iceval Brown – requested that the Restore, Smithfield and Salmon Town catchment tanks which were taken over by the National Water Commission, and were presently out of use, be rehabilitated.

Mayor Ramsay thanked the representatives from the National Water Commission for the report and anticipated that the outstanding matters would be addressed expeditiously.

The Jamaica Public Service Company Limited

The Chairman welcomed Mr. Shelton Thomas, Operations Engineer, JPSCo. and invited him to update the meeting accordingly.

Mr. Thomas advised the meeting that the report was circulated to members of the Committee and proceeded to report on the following:

- 170 street lights were repaired during the month of December 2013
- 15 miles of vegetation was cleared during the reporting period. Areas impacted included: Kendal Road, Ingleside, Cool Shade, Mile Gully and Top Hill.
- 4 defective poles were replaced in the Junction, Spalding, Lititz and Holmwood areas
- 19 throw ups were removed which resulted in 13 arrests being made.
- Streetlight located at the intersection of Jackson Boulevard and Waltham Road was repaired.
- Repairs to malfunctioning street lights in the Christiana Division would be undertaken by next week.
- Rotten pole in the vicinity of the Lincoln Health Centre has been replaced.

Councillor Donovan Mitchell – thanked the JPSCo. for effecting repairs to malfunctioning streetlights in Webbers and Heartease Circle and made the following requests/enquiry:

- For malfunctioning street light entering Heartease, 1st left turn after passing the Apostolic Church on the right side to be repaired.
- For bushing of overgrown vegetation along the New Hall Road
- For utility wires to be removed from the old poles and placed on the newly installed poles along the New Hall Road.
- For an investigation to be carried out at Webbers (Marlie Mount) with a view to energizing the utility line based on works undertaken under the Rural Electrification Programme (REP).
- Update on fallen pole in the Content/Williamsfield area.

Mr. Thomas reported that a defective pole located at Hope View, Williamsfield had fallen but the situation has been corrected and additional poles were being replaced in the area. He promised to carry out the necessary investigation as it relates to energizing of the utility line at Marlie Mount.

Councillor Jones Oliphant - acknowledged receipt of the street light audit report and enquired how would Councillors know where the lights were located.

Mr. Thomas, Operations Engineer, JPSCo advised the meeting that he was in receipt of drawings for the various divisions indicating the location of the street lights. He promised to make copies available to the Council for perusal and final signing off. He however reminded members that the street light audit was conducted in conjunction with a representative from the Council and the Jamaica Public Service Company Limited.

Mayor Ramsay - requested that rotten pole along the Blue Mountain Road be changed. Mr. Thomas promised to have same included in the maintenance programme for January 2014.

Councillor Faith Sampson – thanked the JPSCo for addressing the matter of the high tension wire at Top Sham. The member requested that malfunctioning street lights in the Johns Hall Division be repaired and for a defective pole at Top Coley Mountain to be given attention.

Councillor Omar Miller – thanked the JPSCo. for effecting repairs to malfunctioning street lights in the Craighead Division and made the following requests:

- For outstanding malfunctioning street lights in the Ticky Ticky, Malton and Robins Hall areas to be repaired.
- For an investigation to be carried out in Carter District (Red Hills Road) where work was undertaken under the Rural Electrification Programme (REP) with a view to service being received in the area.

Regarding the matter of the energizing of the JPSCo. line in Carter District, Mr. Thomas advised the meeting that dialogue was in progress with REP with a view to doing some alterations in that area. He however stated that further follow up would be done with Mr. Griffiths in that regard.

Councillor Fairbourne Maxwell – requested that leaning light pole located at Mount Zion (2nd light pole on the Mount Zion Road) be given attention. Mr. Thomas stated that the necessary investigation would be carried out with a view to replacing/straightening the pole in addition to effecting repairs to malfunctioning street lights in the Mile Gully Division.

Councillor Iceval Brown - requested that outstanding malfunctioning street lights in the Grove Town Division be repaired. Mayor Ramsay asked that when submissions were being made for repairs to malfunctioning street lights the pole numbers should be indicated, as often times the locations were not clear.

Mr. Thomas stated that he would have dialogue with Mr. Griffiths with a view to having the outstanding lights repaired.

Regarding the matter of the installation of new street lights in developments, the Secretary/Manager commented that the Council was desirous of having dialogue with the JPSCo. as it relates to an operational procedure in its implementation and financing. He stated that the Company would receive communication from the Council in that regard.

Mr. Thomas commented that note was taken of the additional concerns/requests and they would be addressed in short order.

Mayor Ramsay thanked Mr. Thomas for the report and anticipated that the outstanding matters would be addressed expeditiously.

The Social Development Commission

The Chairman welcomed Miss Beverly Boothe, Parish Manager, Social Development Commission and invited her to update the meeting accordingly.

Miss Boothe advised the meeting that the reports for the months of November and December, 2013 were circulated to members of the Committee as under:

Report for November, 2013

“The month of November was celebrated as Local Government & Community Development Month, Parenting Month and Youth Month. During this period, the Manchester SDC office participated and facilitated activities to celebrate the month. The activities attended by staff were:-

- *The Launch of NEPA’s Integrated Watershed & Coastal Management project was held at RADA Conference Room. The objective of this initiative was to address the development of a Watershed Model for the Guts River/Alligator Hole Watershed. A SWOT Analysis and a Victory Circle was facilitated where participants were placed in workshop groups, followed by a plenary session. The SWOT Analysis focused on the current reality in Manchester and the Victory Circle focused on the expectations for the Watershed up to the year 2018. The partners in attendance were; NEPA, SDC, RADA, Manchester Beekeepers Association and community groups. For the next step, a series of interventions will be made by NEPA along with the stakeholders to commence the implementation of the project.*
- *The Network of Women for Food Security Meeting was held to sensitize the SDC on the need to encourage backyard farming in schools and church gardens and to emphasize the need to develop value-added products that could supply a niche market. This group is a women’s only organization who has approached Food for the Poor to assist with the Project.*
- *The Global Entrepreneurship Forum was held in recognition of Global Entrepreneurship Week. The activity was coordinated by Morris Entrepreneurial Centre (an offshore entity of NCU). The objective of the activity was to sensitize micro, small and medium-sized businesses on how to develop in a sustainable manner. There were also exhibits on some of these operational entities. Partners were; JBDC, Political Directorate, HEART Trust/NTA and SDC.*

- *The Male Leadership Forum was held in commemoration of International Men's Day with the Theme, "Keeping Our Men & Boys Safe". This activity was coordinated by the Bureau of Gender Affairs & the Dispute Resolution Foundation. The Keynote Speaker was Dr. Leachim Semaj, Consulting Psychologist & Motivational Speaker (The Job Bank). Partners were; NCYD and SDC.*
- *The Social Partnership for Jamaica Consultation was held to sensitize participants on The Partnership for Jamaica Agreement which is geared towards collaboration in the national development process. Partners were; Civil Society, Labour Unions, Private Sector and GOJ. This activity was facilitated in the parish by the Manchester Parish Council.*
- *The Manchester Police Division Stakeholders Meeting was held to inform members about the status of crime in the parish and to get participation in formulation of a strategic plan for the parish. The Partners were; the Custos, Parish Council, NSWMA, Returning Residents Association, NWC, Neighbourhood Watch Association, Chamber of Commerce, SDC, MP & Min. of National Security Hon. Peter Bunting and Senator Wensworth Skeffery.*
- *A collaboration meeting was held by NLA and SDC with Tenants Farmers operating on former WINDALCO Lands. The objective of the activity was to sensitize farmers in Berwick and New Hall of plans to formalize them by assisting them with the establishment of their groups so they can advocate for their own development. In so doing they will be granted legitimate lease tenure ship on the lands that they presently occupy. As next step. SDC will meet with the groups on December 10, 2013 to coordinate the Election of Officers for the executives.*
- *PDC held their monthly meeting, which focused on the agriculture sector of the parish. Here a large turnout of farmers were in attendance, reps from NCU and Church Teachers College agriculture departments, SDC, RADA, JAS and DACs also participated. Some solutions to issues affecting this sector were aired and it was recommended that it be sent to the Agricultural Sub-committee of the Council.*
- *The Launch of Team Manchester Parish Quiz competition was held on November 11, 2013 at SDC Parish Office. Sixteen (16) teams participated in the activity which was held on a knockout basis consisting of four rounds. Questions were drawn from the following areas; SDC's History, Roles & Functions of SDC, Jamaica's History, Manchester's Parish history, Current Affairs, The child Care & Protection Act (2004) and Vision 2030 Jamaica. Round One started on November 13th and the Final Round ended on November 27th. Harmons emerged as Champion and received \$10,000.00, Trophy & Medals, Bellefield placed second and received \$5,000.00, Trophy & Medals, Grey-ground placed third and received \$3,000.00, Trophy & Medals and Grove Place was fourth receiving \$2,000.00. All teams received Certificates of Participation. The score in the Final was Harmons-25 and Bellefield-16. The partners in attendance were; SDC Corporate Office (Sherine Francis, Nicole Kellyman & Nadian Anderson), Mayor-(Her Worship, Brenda Ramsay), Deputy Mayor-Erwin Facey, Councillors Fairbourne Maxwell and Jones Oliphant and Mr. Michael Stewart (Principal-Porus High School). This exercise was used as a strategy to educate the youth within the CDCs and wider community on the various topics and to build relationships with other CDC members. The two objectives of the competition were met.*
- *A site visit was made to Waterloo Primary School to meet with the Principal to discuss the parish Community Month Project of expanding the chicken coop at the school to accommodate additional layers and broilers to further assist with the school feeding programme. Team Manchester had two work days with members of the community to have the coop expansion completed and to rehabilitate the driveway to the Principal's Cottage. Marjoblac Quarry & Block Factory Ltd was contacted for donation of a load of marl and this was supplied. The driveway is completed and the structure is also completed and chickens will be handed over in the upcoming school year. The entire project was funded by the SDC Cooperate office and staff donations."*

Report for December 2013

“During the month of December some of the Strategic Objectives that were met included; Increased people participation in governance, Promote Youth Inclusion, Improve educational outcomes, Strengthen Local Authorities and Wealth Creation & Poverty Reduction.

- *Two (2) DAC Meetings, one (1) Inter-Agency Network meeting, one (1) Christmas Tree Lighting Ceremony, one (1) Full Parish Council meeting, one (1) Manchester PDC Management Meeting & Christmas Social, one (1) evaluation meeting held at the Parish Council re the Parish Safety & security Committee, one (1) regional inter agency Health HIV meeting, one (1) interagency Community meeting in Alligator Pond, two (2) educational outcome engagements were attended.*
- *With regard to the two DAC meetings, Mandeville was postponed due to inclement weather and the resulting low turnout of members. Cross Keys was held as scheduled and discussions focused on the housing unit (Call to Duty) construction for an indigent senior citizen, completion of rehabilitation work to the Cross Keys community centre, usage fees for the various projected activities at the centre and the Sweet Potato Festival. As next step, an electrician and a plumber will be taken to the facility to provide estimates for cost of work to be done. This will then be submitted to the South Manchester Constituency Office of MP-Michael Peart for disbursement of money from his CDF. As it relates to the Sweet Potato Festival the proposed date is April 2014.*
- *Parish Manager and Field Supervisor attended and facilitated the Manchester Inter-Agency Network Meeting. Matters discussed were: Manchester 199th Birthday Celebration activities, establishment of a Peace Park at Brooks Park, NSWMA Garbage Collectors Appreciation Function and updates from the MDAs that were present. The following entities present that gave such were; MLSS, Manchester Health Department, Tax Administration of Jamaica (T.A.J), JFLL, CDA, NSWMA, RADA and SDC. As an Action Step, seven (7) members were selected to sit on a Planning Committee to spearhead plans for the garbage collectors function which will be held in the first- half of 2014.*
- *Field Supervisor attended Manchester Parish Development Committee Management Meeting and Christmas Social. An Overview was given on the accomplishments and pitfalls of this organization during the year while reports were given by the DACs representatives present. These were; Alligator Pond, Mandeville and Cross Keys. Recognition was made of the work of the SDC in the DAs. Partners in attendance were; The Mayor, SDC, DAC Chairs and Mandeville Flats who acted as host of the social which followed the meeting.*
- *Team Manchester attended two (2) workdays on December 3 & 10, 2013 to assist with the expansion of the chicken coop at Waterloo Primary School (North East Manchester). Work completed was the raising up of the foundation to facilitate the expansion on the first day and erection of the framework and roof and the fitting of the mesh around the structure were done on the second day. The next step is to order twenty-five Layers to provide eggs for the school's Breakfast Programme which will enhance the students' intake of additional protein to stimulate their learning capacity. This project was sponsored by SDC in collaboration with Marjoblac Quarry & Block Factory Ltd.*
- *The Annual Christmas Tree Lighting Civic Ceremony was held at Cecil Charlton Park (Mandeville) and hosted by Manchester Parish Council. The bust of former Mayor Cecil Charlton was unveiled and the re-commissioned fountain along with the Christmas Tree was also turned on. Partners present were; Custos, Mayor, MPs- Michael Peart and Audley Shaw, Councillors, JCF - (ACP Derrick Knight), MPDC, Media and SDC.*
- *Field Supervisor coordinated the Central Manchester 20/20 Cricket Finals at Hanbury playfield. Comfort emerged as Champion and received \$100,000.00, trophy and medals, Central Strikers was second and received \$60,000.00, trophy and medals, Bombay was third and received \$30,000.00 and Brokenhurst placed fourth and received \$10,000.00. This is the second staging of the competition which is sponsored by MP for Central*

Manchester, Peter Bunting along with Supreme Ventures Ltd. Approximately twenty (20) teams participated in the competition.

- *Parish Manager and CDO Robinson in collaboration with the Alligator Pond Police, facilitated a community meeting with residence especially the fishermen, to share information and address some important concerns they had. This meeting was also to highlight the formation of the Fisherman's cooperative. Present were representatives from the Ministry of Agriculture and Fisheries, headed by Mr. Andre' Kong Director of the Fisheries Division, Mr. Phil Rodrigues Project Manager for the Carlied Project in Manchester, the Police headed by DSP Maureen Bailey, Sgt. Wilks of the Alligator pond Police Station and two members of the Marine Police. Approximately forty persons were in attendance even though there was a heavy downpour of rain.*

The evaluation meeting held at the Parish Council to re-view the Parish Safety & Security Committee was not well attended due to short notice. However the SDC, Victim Support, Police, PDC and the Parish Council participated. This was conducted by Mr. Gordon Alert a Consultant engaged by the Ministry of Local Government & Community Development."

Councillor Collins requested of Miss Boothe, Parish Manager, SDC to expand on the under mentioned excerpt from the report and further enquired the reason for the non-inclusion of the Manchester Parish Council on the seven (7) member Planning Committee citing the fact that the Council played an integral part in the garbage collection process.

"As an Action Step, seven (7) members were selected to sit on a Planning Committee to spearhead plans for the garbage collectors function which will be held in the first- half of 2014."

Miss Boothe, stated that the decision for the garbage collectors to be recognized was an initiative out of the quarterly interagency meetings at which Mr. Ryan Wallace, Spatial Planner, Manchester Parish Council represented the Council. She reported that the seven (7) member Planning Committee would be putting plans in place to recognize the garbage collectors who gave exemplary service.

Her Worship the Mayor requested that a listing of the nominees be forwarded to the Council, as Councillors had a different view, and there were serious concerns as it relates to garbage collection across the parish.

Miss Boothe advised the meeting that the Social Development Commission was working in collaboration with SPM Waste Management Limited, as it relates to the nominees. Mayor Ramsay enquired what were the criteria for selection and Miss Boothe stated that the Committee would be working out the details. Her Worship the Mayor commented that the recommendations would have to come from the communities from which garbage was being collected and opined that the Councillors were the best persons to identify the nominees, as they were the ones who knew whether or not garbage was being collected in their divisions.

Miss Boothe stated that she noted the concerns and will report back to the Committee.

Councillor Donovan Mitchell enquired and was told by Miss Boothe, Manager, Social Development Commission that Mr. Milton Francis was the Social Development Commission's officer assigned to the Broadleaf area. The member requested that a meeting be convened along with the Parish Manager, Mr. Francis and himself with a view to discussing some social issues in the area.

Miss Beverly Boothe, Parish Manager, Social Development Commission announced the following:

- The first Safety and Security meeting for 2014 would be held at the Silent Hill Basic School on January 28, 2014 commencing at 6:00 p.m.
- A series of poverty assessment consultations would be held within selected communities and a schedule would be forwarded to the respective Councillors.
- Validation of the community profile would be done and it was important for Councillors to be in attendance. A schedule would be forwarded to the respective Councillors.

Mayor Ramsay thanked Miss Boothe for presenting the report and asked her to keep up the good work, as the intervention of the Social Development Commission was evident in the communities.

ANNOUNCEMENTS

The Secretary/Manager announced the following:

- The next community forum hosted by the Manchester Parish Council was scheduled for Thursday, January 16, 2014 at 5:30 p.m. at the Bellefield High School. Mayor Ramsay asked representatives from the various agencies to make note of the date. She asked that a reminder be sent to the various agencies by the Community Programmes Coordinator.

Councillor Mitchell requested that the Social Development Commission be instrumental in the community forum which would be scheduled for the Royal Flat Division. Mayor Ramsay commented that the Social Development Commission had been very vocal in the community forums.

Mayor Ramsay announced the following:

- The Cecil Charlton Park was officially opened to members of the public effective January 2, 2014. It was hoped that the venue would serve the designated purpose. She noted that the area was not for heavy usage but for quiet relaxation and picture taking.
- That Mr. David Harris, Director of Finance had lost his father-in-law and expressed sympathy to him and his family.
- Congratulated Miss LaJean Powell-Richards, Disaster Preparedness Co-ordinator who recently tied the knot and wished for her and her spouse the very best.

ACCOUNTS

The Director of Finance reported that Revenue collected for the period April 1, 2013 – November 30, 2013 was \$466,988,028 and Expenditure incurred was \$438,297,170 resulting in a surplus of \$28.6M excluding commitments for the month of December, 2013.

The Mayor thanked the Director of Finance for the report.

CORRESPONDENCE

From Government Ministries and Departments

Ministry of Local Government & Community Development

There was no correspondence.

Office of the Services Commission

There was no correspondence.

Other Parish Councils

There was no correspondence

From Other sources

ALGAJ's Report

There was no ALGAJ Report.

DEPARTMENTAL

There was no correspondence.

REPORTS FROM COMMITTEES

Moved by : Councillor Darlton Brown
Seconded by : Councillor Omar Miller and Agreed -

“that the following reports of Committees as laid on the Table
“be and are hereby accepted:-

1. Finance & Planning Committee held 3/12/13
2. Infrastructure Traffic & Sanitation held 4/12/13
3. Human Resource Committee held 10/12/13
4. Civic Affairs & Brooks Park held 10/12/13
5. Municipal & Commercial Services held 19/11/13
6. Physical Planning & Environment held 21/11/13
7. Poor Relief held 27/11/13
8. Agriculture held 27/11/13
9. Local Board of Health and Environmental Sanitation 28/11/13

Human Resource Committee

The Chairman, Human Resource Committee advised the meeting that the Minutes of the Human Resource Committee was circulated to all Councillors.

Community, Civic & External Affairs & Brooks Park

The above report was presented by Councillor Darlton Brown, Chairman of the Committee as under:

- *“The current phase of the upgrading of the Cecil Charlton Park has been completed. Upgrading work on the fountain has been completed and the fountain is fully operational. The Busts of former Mayor Cecil Charlton and the Right Excellent Norman Washington Manley, National Hero have been installed.*
- *Brooks Park has been designated a ‘Peace Park’.”*

Mayor Ramsay thanked Councillor Darlton Brown for the report.

Municipal & Commercial Services

There was no report.

Physical Planning & Environment

The above report was presented by Councillor Darlton Brown, Chairman of the Committee as under:

- *“Discussions are still in progress with the National Works Agency for the installation of a ‘No Entry/Exit’ sign at the area where the roadway intersects the Greenvale Roundabout.*
- *Discussion are ongoing with the National Works Agency as it relates to the widening of Perth Road to accommodate the influx of vehicular traffic which resulted from the added commercial activity along that roadway and the Perth Housing Development.*
- *Permit parking arrangement has been removed from sections of Manchester Road, in the vicinity of Sinclair’s Bargain Centre, Morrison’s Variety Store and the Bank of Nova Scotia.*
- *March 2014 was set for the completion of the Building Audit in the Melrose Mews Subdivision.*
- *33 residential building plans were approved
1 institutional building plan was approved
1 commercial building plan was approved
2 multi-family building plans were approved*

10 subdivision plans were approved”

Mayor Ramsay thanked Councillor Darlton Brown for presenting the report.

Poor Relief

The above report was presented by Councillor Faith Sampson, Chairman of the Committee as under:

- *“The month ended with 91 residents at the Infirmary. 48 male and 43 female.*
- *The Medical Officer of Health visited and treated 22 residents.*
- *The Mental Health Officer visited and treated 14 residents, some of whom received their monthly moducate injection.*
- *The general health of the residents remained stable.*
- *Residents with clinic appointments were sent to the Mandeville Regional Hospital.*
- *495 persons were registered on the outdoor roll as against 480 for the corresponding 2012. Of this number 42 were children, one of whom was registered in his own name.*
- *109 home visits were done by the officers.*
- *5 temporary poor were assisted.*
- *The Committee approved 6 new cases.*
- *The Revision of roll has been completed. The turnout was good in some districts and a number of home visits were done A visit was also made to the Manchester Infirmary.”*

Her Worship the Mayor requested of the Acting Superintendent, Roads & Works to comment on the progress of the works that were being undertaken at the Manchester Infirmary.

The Acting Superintendent, Roads & Works reported that construction works were completed on the proposed Isolation Ward at the Infirmary, which would be used to house additional residents due to the overcrowding of the female ward. He stated that the outstanding works included electricity connection to the national grid. He stated that a final walk through would be done with the Secretary/Manager and the Matron.

Mayor Ramsay enquired how many residents would be accommodated in the new building. Matron Grant advised the meeting that approximately 18 residents would be accommodated in the new facility. Matron Grant requested assistance in acquiring furniture for the new ward as this was necessary before the relocation exercise could be done.

MATTERS REFERRED FROM COMMITTEES

a) Planning & Development

Subdivisions with lots below ¼ - acre size.

There was none.

b) Recommendation for affixing the Council's
Common Seal to Approved Subdivision Applications

Moved by : Councillor Fairbourne Maxwell
Seconded by : Councillor Anthony Bryce

“WHEREAS the under mentioned subdivision plan has been approved and confirmed by the Hon. Minister of Land and Environment;

BE IT RESOLVED that the Common Seal of the Parish Council of Manchester be affixed to the subdivision plans:

1. Part of Lot #163 Chudleigh for Est. Seymour Thomas

2. Part of Hopeton Pen for Constantine Brown
3. Part of Nashville for Fundo Limited
4. Part of Enfield for Arnold Swaby
5. Part of Contrivance for Vercy Smikle
6. Part of Grove Place for Joyce Smith
7. Part of Barnstaple for Trevor Hall
8. Part of Bryans Pen for Alfred Wallace
9. Part of Keynsham for Uris Dawkins
10. Part of Daleys Grove for Zephaniah Vassell
11. Part of Halifax called Devon for Roy Stewart
12. Part of Kensham for Winston Adlam
13. Part of Chantilly for Jean Depluzer
14. Part of Brumalia for Vinton Clayton
15. Part of Williamsfield for Michael Stephenson

(c) Recommendation for Issuance of Certificate of Completion –

Regarding the captioned matter, the Secretary/Manager advised the meeting that there were some outstanding issues and the documents would be referred to the Physical Planning and Environment Committee for further deliberation.

QUESTIONS

There were no questions.

PETITIONS

Referring to the listing of Council's properties that was circulated to members of the Committee, Councillor Maxwell requested that a valuation of the properties be done.

NOTICE OF MOTION

There was no Notice of Motion.

Re: Adjustments to Council's Banking Accounts

The Secretary/Manager at this juncture sought permission for adjustments to be made to the signatories to the Council's Banking Accounts.

Moved by : Councillor Donovan Mitchell
 Seconded by : Councillor Desmond Harrison

“ RESOLVED that with effect from 9th January, 2014 the following
 “ Councillors and Officers of the Manchester Parish Council be and are
 “ authorized to countersign all cheques and other instruments relating to the
 “ operation of the Council's Current and/or other Accounts at the Jamaica
 “ Money Market Brokers Ltd., Mandeville; Bank of Nova Scotia Limited, Mandeville;
 “ and the National Commercial Bank, Mandeville.
 “ BE IT FURTHER RESOLVED that all previous authorities and
 “ arrangements be and are hereby cancelled with effect from the date thereof.

“ Councillor Brenda Ramsay	Chairman
“ Councillor Ervin Facey	Vice Chairman
“ David Parkes	Secretary/Manager
“ David Harris	Director of Finance
“ Darcia Roache (Mrs.)	Director of Administration
“ Tracey Ann Allison-Brown (Mrs.)	Budget & Revenue Officer

Re: Operation of Council’s Foreign Exchange Banking Account

The Secretary/Manager at this juncture sought permission for the operation of a Foreign Exchange Account to facilitate disbursement of funds under the CARILED Programme.

Moved by : Councillor Anthony Bryce
Seconded by : Councillor McArthur Collins and Agreed –

“that a Foreign Exchange Account be operated to
“facilitate the disbursement of funds under the
“CARILED Programme with the under mentioned
“Signatures:

“ Councillor Brenda Ramsay	Chairman
“ Councillor Ervin Facey	Vice Chairman
“ David Parkes	Secretary/Manager
“ David Harris	Director of Finance
“ Darcia Roache (Mrs.)	Director of Administration
“ Tracey Ann Allison-Brown (Mrs.)	Budget & Revenue Officer

ADJOURNMENT

The Mayor thanked everyone for attending and for their participation in the meeting.

There being no other matter for discussion the meeting was adjourned at 12:50 p.m. on a motion by Councillor Jones Oliphant seconded by Councillor Anthony Bryce following closing prayers by Councillor Donovan Mitchell.

C O N F I R M E D

C H A I R M A N