

WADHURST PARISH COUNCIL

THE MINUTES OF WADHURST PARISH COUNCIL ANNUAL PARISH MEETING HELD AT THE PAVILLION, SPARROWS GREEN RECREATION GROUND, ON THURSDAY 19TH MAY 2022 AT 1930 HOURS.

Present: Cllr S Gadd (Chair from item 1.3), Cllr Griffin, Cllr Smith, Cllr Tincombe (in part), Cllr Crawford, Cllr Anderson, Cllr P Moore, Cllr C Moore and Cllr Niell.

Also, in attendance: Claudine Feltham (Clerk/RFO), Trainee Clerk Kelly Nash. ESCC Cllr Standley and PCSO Ratcliffe. There were no other members of the public present.

MINUTES

Cllr Smith opened the meeting until Cllr Gadd was elected as Chair and took over from agenda item 1.3.

1. Annual General Meeting

- 1.1 To elect a Chair for the Parish Council
Cllr C Moore proposed for Cllr Gadd to be Chair for the Parish Council, this was seconded by Cllr Niell and reached unanimous approval.
- 1.2 To receive the Chairman's Declaration of Acceptance of Office.
Cllr Gadd signed the Acceptance of Office and this was witnessed by the Clerk.
- 1.3 To elect a Vice-Chair for the Parish Council
Cllr Gadd proposed for Cllr Smith to be Vice Chair, this was seconded by Cllr P Moore and reached unanimous approval.
- 1.4 To receive the Vice-Chairman's Declaration of Acceptance of Office
Cllr Smith signed the Acceptance of Office and this was witnessed by the Clerk.
- 1.5 To elect committees Chairs and agree committee members

The Clerk advised that when Cllr Shairp submitted his apologies, he requested that he stay on Highways Lighting and Transport (HTL) committee, Planning Committee, the Neighbourhood Plan Steering Group and also be representative for Bewl Water, if Cllr Edwards agreed. Cllr Edwards was happy with this proposal, and will stand down from Bewl Water as he walks there daily and knows many of the staff, so it maybe in best interests if he is not a representative for Bewl Water.

Planning Committee Chair: This was deferred to full council on 9th June 2022 as Cllr Murphy had given her apologies for absence at this meeting and the Clerk was unaware if she wished to continue as Chair of Planning.

Planning Committee members: members present at this meeting were willing to stay on the committee. Members not present would need to confirm this at the next full council meeting.

Amenities Committee Chair: Cllr Gadd proposed for Cllr Crawford to remain as Chair of the Amenities Committee, this was seconded by Cllr Tincombe and reached unanimous approval.

Amenities Committee members: Cllr Niell requested to come off of this committee. Members not present would need to confirm this at the next full council meeting.

Finance and Resources Committee Chair: Cllr Tincombe proposed for Cllr C Moore to remain as Chair of the Finance and Resources Committee, this was seconded by Cllr Smith and reach unanimous approval.

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Finance & Resources Committee members: members not present would need to confirm this at the next full council meeting.

Highways Lighting Transport Committee Chair: Cllr Smith proposed for Cllr P Moore to remain as Chair, this was seconded by Cllr Tincombe and reached unanimous approval.

Highways Lighting Transport Committee members: members present at this meeting were willing to stay on the committee, plus Cllr Tincombe be added to the committee. Members not present would need to confirm this at the next full council meeting.

Communications and Community Liaison Committee Chair: Cllr C Moore proposed for Cllr Smith to remain as Chair, this was seconded by Cllr Smith and reached unanimous approval.

Communications and Community Liaison Committee members: members present at this meeting were willing to stay on the committee. Members not present would need to confirm this at the next full council meeting.

1.6 To re confirm the schedule of meetings for the remainder of 2022.
Please note these dates are subject to change as required.

1.7 To elect Council Representatives for:

Bowl Water Monitoring group: Cllr Gadd proposed for Cllr Shairp to be the representative, this was seconded by Cllr Tincombe and reached unanimous approval.

Uplands Community College: Cllr P Moore proposed for Cllr Crawford to remain as representative, this was seconded by Cllr Gadd and reached unanimous approval.

Wadhurst & District Business Association: Cllr Niell proposed for Cllr C Moore to remain as representative, this was seconded by Cllr Smith and reached unanimous approval.

Wadhurst History Society Trustee: Cllr Smith proposed for Cllr Gadd to remain as representative, this was seconded by Cllr C Moore and reached unanimous approval.

Wadhurst Institute, Hall and Field CIO Charity Trustee: Cllr Niell advised that she wishes to stand down from this position.

Cllr C Moore proposed for Cllr Griffin to be representative, this was seconded by Cllr Gadd and reached unanimous approval.

Sussex Police Liaison: Cllr C Moore proposed for Cllr P Moore to remain as representative, this was seconded by Cllr Smith and reached unanimous approval.

East Sussex Association of Local Councils: defer to next meeting

Wealden District Association of Local Councils: defer to next meeting

Wealden District Council Parish Planning Panel: defer to the next meeting (Cllr C Moore commented that she would be happy to remain as substitute

NPSG: Members unanimously approved for Cllrs C Moore, Cllr P Moore, Cllr Smith and Cllr Shairp to remain as representatives.

2. To receive apologies and reasons for absence.

Apologies were received from Cllr Edwards, Cllr Bullock, Cllr Shairp, Cllr Murphy, Cllr Morris and WDC Cllr Howell.

3. To receive declarations of personal, prejudicial and disclosable pecuniary interests on items on the agenda and updates to members' register of interests.

Cllr Tincombe declared a personal interest in respect of agenda item 10.4 as family members are on the football club committee.

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Cllr Gadd, Cllr Tincombe and Cllr Niell declared interest in respect of agenda item 10.2 as members/trustees of the WIHF CIO.

Cllr Anderson declared a disclosable pecuniary interest in respect of agenda item 11.6 as his company (High Weald Heritage) were applying for the lengths man contract.

Cllr Tincombe left the meeting at 1949 hours

4. Public Forum – time limit 15 minutes.

PCSO Andy Ratcliffe gave the following update

There are 6 PCSO's based from the Crowborough office and a total of 18 PCSOs across Wealden. It is an enormous geographical area to cover and they often travel approx. 120 miles a day.

When not dealing with incidents, they spend time in local areas, including Wadhurst.

PCSO's have some powers for dealing with anti-social behaviour and can detain a suspect for up to 30 minutes until a warranted officer arrives to deal with them. Sussex Police are currently considering what other powers could be given to PCSOs.

PCSO Ratcliffe is very aware of the recent anti-social behaviour in Wadhurst. Suspects have been identified and the local schools and parents have been spoken to.

Each Friday and Saturday evening Op Blitz is operating to deal with anti-social behaviour. Residents can phone the Op Blitz mobile number and report incidents directly (or can always use 999 if required).

Patrols within the area have been increased. However, Wadhurst does remain a low crime area.

Another issue recently identified is the theft of small farm machinery, and Sx Police are trying to get people to close their gates, as this simple deterrent does help. CCTV is an obvious advantage too.

Cyber-crime remains the largest growth area of criminal activity within UK – making up 50% of crime. Each day talk PCSO Ratcliffe speaks with people who have had some form of contact with fraud. Op Signature is Sussex Police response to this and is working with Action Fraud organisation. Sussex Police can also help by talking to groups of residents to raise their awareness.

Any vehicles parked that are causing an obstruction can be reported to Op Crackdown. For every 5 reports to Op Crackdown the vehicle owner will be visited by Police. The vehicle registration number is required. There are ongoing issues with inconsideration/dangerous parking especially around the doctor's surgery. PCSO Ratcliffe has been issuing 'blue notices' which are for asking the drivers to park respectfully.

Cllr Gadd commented that local business would like to see more foot patrols, rather than just vehicle patrols, especially after school closure times.

Cllr Niell and Cllr Griffin advised there were particular issues with parking around Church Street and the Lower High Street. Cllr Niell added that there was an issue with children from Uplands smoking outside the entrance to her home.

Cllr Gadd enquired about 101 wait times, and no cold calling.

PCSO Ratcliffe advised that is someone was being harassed by a cold caller then they should be encouraged to call 999 at the time.

The Clerk asked if the 'smile your on CCTV' signs could be provided to the parish council. PCSO Ratcliffe will action this.

2017 hours – PCSO Ratcliffe left the meeting.

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5. County Councillor and District Councillor reports.

The Country and District reports had been circulated prior to the meeting.

Cllr Standley advised that there was a meeting next week to consider the High Street and 20 mph limit. He was hoping to get the area extended to include to Primary School and down to Uplands School.

Cllr Anderson voiced his serious concerns that the 20mph would have a knock-on effect and Blacksmiths Lane, Primmers Hill would be used as a rat run.

These lanes were already suffering with speeding traffic that he considers as dangerous.

Cllr P Moore advised that a feasibility study for reducing the speed limit on these lanes had already been submitted to East Sussex Highways. Also, the ongoing project to install Village Gateways could help with speed reduction.

Cllr Standley advised that the Ukrainian refugee project was working well, with approx. 500 refugees coming into Wealden, to 360 hist families.

Cllr Griffin bought up the very long term and unresolved issue of non-compliance of planning conditions at Waters Reach. The area has been cut, but no wild flowers had yet been planted.

Cllr Griffin has been bringing this issue up for 2 years!

Cllr Standley will discuss with Cllr Howell.

Cllr P Moore raised the issue of parking the meeting planned with Uplands had been put off to September. This really wasn't good enough and the parish council were receiving more and more complaints about parking, and this needs to be raised with the authorities.

Cllr Griffin added that Uplands School is deficient in parking spaces, and when the school was being rebuilt those issues should have been addressed. He did not understand how the school could proceed with their plans without dealing with the parking, which is a blight on the village.

Cllr Standley advised that at the time it met the standards, and the work was carried out by the Department of Education.

Cllr P Moore was very disappointed that school are not looking at this.

This has been an issue for the last 4 years; we cannot wait on it any longer; we need to go public on it. Need a change in tactic. If school does not want to do it, might need to call in public opinion.

Refuse strike: the strike is likely to be extended which is disappointing.

At 2044 hours Cllr Standley left the meeting.

6. To consider, and approve if appropriate, which agenda items are sufficiently confidential as to warrant exclusion of members of the press and public under the provisions of the Public Bodies (admissions to meetings) Act 1960.

None

7. To approve the minutes of the parish council meeting held on 7th April 2022 as a true record.

The minutes of the parish council meeting held 7th April 2022 was approved and signed as a true record.

Resolved: *the minutes of 7th April 2022 were approved and signed as a true record. As proposed by Cllr C Moore, seconded by Cllr Gadd and reached unanimous approval.*

8. To determine matters arising from the meeting on 7th April 2022 for updating and noting.

None

9. Chair's Announcements

- Cllr Gadd noted the resignation of trainee Clerk Kelly Nash, it was sad for the council but members were pleased to hear to Kelly's business was successful.*
- The retirement gift for payroll officer Simon Goacher had been well received and he had sent his thanks to the parish council.*
- Cllr C Moore thanked members for her flowers.*

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- *Claudine Feltham (Clerk) thanked members for the flowers received following the passing of her mum.*

10. Finance items for decision and allocation of resources

10.1 To agree the payment list (cheques and Direct Debits) for May 2022

Resolved: *Cllr Gadd proposed for the payment list for May 2022 (Appendix A) be approved, this was seconded by Cllr Smith and reached unanimous approval.*

Please note – until the year end finances are completed and RBS closed down for the year ending 31.3.2022, the RFO cannot input anything into RBS (for April onwards) and therefore there will be no RBS reports or reconciliations until the year end completion.

Cllr Smith took over as Chair for the next item.

10.2 To agree the increase of £375 for the Washwell Lane play equipment due to a rise in prices

Resolved: *Cllr Smith proposed to accept the price increase, this was seconded by Cllr C Moore and reached unanimous approval.*

Cllr Gadd took over as Chair.

10.3 To consider and approve on the parish council insurance provider (starting June 2022).

The Clerk confirmed that she had check with Zurich and legal cover was included.

Resolved: *Cllr Gadd proposed that we take the Zurich 5-year option, including the additional play area cover for £3200.12 per year, this was seconded by Cllr C Moore and reached unanimous approval.*

Action: *Clerk to contact Zurich to advise.*

10.4 To consider and decide upon the grant application from Wadhurst Football Club.

Members considered the grant application from Wadhurst Football Club for Jubilee celebrations.

Resolved: *Cllr C Moore proposed for Wadhurst Football Club to be awarded a grant of up to £4,000, which would be payable upon receipt of invoices, this was seconded by Cllr Anderson and reached unanimous approval. Action:* Clerk to contact the football club to advise.

Cllr C Moore advised that the Wadhurst Warriors were dealing with other parts of the Jubilee celebrations, including decorating the entire village, toilet hire, publicity. The Thursday 2nd June event which would include a town crier, lighting of the beacon and fireworks to music. Volunteers would then also help for the event at the football club on Saturday 4th June.

10.5 To consider and decide upon the grant application from Ray Rodgers to commemorate soldiers of the Canadian Lincoln and Welland Regiment and associated request to support a tree preservation order application.

Resolved: *after discussing this grant application Cllr Anderson proposed that we approve a grant of up to £1000, this was seconded by Cllr Gadd and reached unanimous approval.*

Members also considered the request for a TPO application for the Maple outside of the Old Vine.

Resolved: *Cllr Gadd proposed that the parish council apply for this TPO, this was seconded by Cllr C Moore and reached unanimous approval.*

Action: *Clerk to submit application to WDC.*

11. Items for decision and allocation of resources if necessary

11.1 To adopt the minutes of the Highways Lighting and Transport Committee meeting held 24th February 2022

Resolved: *the minutes were adopted as proposed by Cllr Smith, seconded by Cllr C Moore and reached unanimous approval.*

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11.2 To adopt the minutes of the Planning Committee meeting held 9th April 2022

Resolved: *the minutes were adopted as proposed by Cllr Niell, seconded by Cllr Smith and reached unanimous approval.*

11.3 To adopt of the minutes of the Planning Committee meeting held 23rd March 2022

Resolved: *the minutes were adopted as proposed by Cllr Gadd, seconded by Cllr Niell and reached unanimous approval.*

11.4 To adopt the Flag Policy, appoint a Flag Team and approve the purchase of additional flags (as part of the previously approved £3,000 budget)

Resolved: *as proposed by Cllr P Moore, seconded by Cllr Gadd and reached unanimous approval: the flag team leader would be Paul Eldridge, and the team consist of Cllr C Moore, Cllr P Moore and Cllr Crawford.*

11.5 To consider quotes received for the bus shelter (outside of the railway station) and decide upon a contractor.

*Members considered the three quotes (circulated prior to the meeting within supporting papers) submitted by Roundwood of Mayfield, Oak Timber Structure and L Friend Traditional Oak Framed Buildings. **Resolved:** Cllr Griffin proposed that L Friend Traditional Oak Framed Buildings was the appointed contractor (subject to him supplying proof of £10 million public liability insurance and the design being approved by East Sussex Highways) at a price of £7,150 + VAT (this does not include the brickwork) this was seconded by Cllr Gadd and reached unanimous approval. Members approved a budget for up to a total of £10,000 for this project as there would be additional costs for the brickwork.*

11.6 To consider and decide upon the contractor for the 'lengths man'.

Cllr Anderson did not take part in this discussion and had declared a disclosable pecuniary interest in this item.

Following the last discussion on this contract, the tender was re advertised for an additional 2 weeks, but no response had been received.

Resolved: *Cllr P Moore proposed for the contract to be awarded to High Weald Heritage, this was seconded by Cllr Griffin and reached a unanimous approval*

Note: Cllr Anderson has been advised that he will need to update his Register of Interest form which the Clerk will add to the website and send to WDC.

11.7 To discuss the current issues with anti-social behaviour in the village.

Covered in open forum with PCSO.

11.8 To consider the recent damage to the WIHF toilets and decide upon a contractor for the necessary repairs.

Resolved: *Cllr Griffin proposed for Roger Bishop to carry out the initial repair works at a price of £570 plus VAT, this was seconded by Cllr Crawford and reach unanimous approval.*

Cllr Griffin also spoke about the potential for a full refurbishment of the toilets. The lease is due to expire at the end of this year, so we would need a new lease in place before committing to such large expenditure.

Action: *members of the council are requested to send contact details of potential contractors to Cllr Griffin.*

Action: *Clerk to email John Mitchell and Denis Griffin about starting the process of a new lease.*

11.9 Queens Platinum Jubilee event – Cllr Gadd

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The Clerk advised that she had received a late grant application from the Cousley Wood Platinum Jubilee group who were putting on an event at the Cricket Club on Sunday 5th June.

Resolved: *as proposed by Cllr Anderson a grant of £209 would be made payable to them, this was seconded by Cllr C Moore and reached unanimous approval.*

Note: *please also minutes of agenda item 10.4*

- 11.10 Proposal to offer support to the Parish Church of up to £100,000 for the continuation of St Georges Hall in perpetuity following its recent closure and residents' concerns being raised over its future - Cllr C Moore/Cllr Gadd.

*Members considered the current threat of the parish losing this very valuable asset. **Resolved:** Cllr Smith proposed that the parish council offer support to the Parish Church of up to £100,000 for the continuation of St Georges Hall in perpetuity, this was seconded by Cllr Anderson and reached unanimous approval.*

The Clerk added that the decision by WDC for the parish council's application for an Asset of Community Value should have been received by 17th May 2022 and she had chased them for this.

- 11.11 To consider and decide upon any required actions from the surveys of the ponds at Jardin d'Aubers by Kent Bottany – Cllr Griffin

The report from Kent Bottany had been circulated to all members prior to the meeting.

Cllr Griffin confirmed that the report said there was no evidence of Great Crested Newts.

There was a smell of petrol coming from the pond, which could be run off from the road and be contaminating and causing harm to the wildlife there.

Action: Clerk to circulate these findings to ESCC, Natural England, WDC and ESFR.

Resolved: *Cllr Griffin proposed that we budget up to £2,000 for professional consultancy work for Kent Bottany to assist with a plan to improve the ponds, this was seconded by Cllr Gadd and reached unanimous approval.*

At 2145 hours Cllr Tincombe returned to the meeting.

- 11.12 Tender for Jardin d'Aubers maintenance (2022-2023) – update from Cllr Griffin

No update as we had no further applications for this work.

- 11.13 Coordination of welcoming of Ukrainian refugees – Deputy Clerk

Kelly Nash read out an email from a parishioner asking what the parish council were doing in response to this initiative.

Cllr C Moore advised that there were many local groups discussing this, but the leads were with WDC and ESCC.

Action: *Cllr C Moore to add a Ukrainian flag to the flag order.*

*There has also been an email from the school asking if they could display art work of birds (in the style of a famous Ukrainian artist) in the trees. **Action:** Kelly Nash to approach East Sussex Highways to see if they grant permission, and advise the school of the result. Also, for the artwork to go up after the Jubilee weekend, and to be removed afterwards.*

- 11.14 Delay of car Park/ 3G pitch meeting with Uplands – Cllr Griffin

*Cllr P Moore would like the meeting to be brought forward, September was too late. There were serious concerns over the lack of parking and its impact on the High Street. **Action:** Cllr P Moore to draft a letter from the parish council to the school (to be sent via the Clerk).*

Cllr Griffin advised that Uplands car park should be available to all members of the public outside of school hours, and this should be advertised in the form of leaflets and notices.

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11.15 Neighbourhood Plan; Verbal update and proposal to reallocate NP consultancy budget to Eardley Consulting - NP reps

Cllr C Moore gave a full update on the current position of the NP and the discussions with WDC, with communications ongoing. There is a possibility that the NPSG will need to go back to Reg 14 and a further 6-week consultation period. If this is required then their preferred option would be to use Alison Eardley for this process. Members approved for the budget to be reassigned from AiRS to Alison Eardley and for the NPSG to go back to Reg 14 if required.

12. Communications and Community Liaison Committee; items for decision and allocation of resources, if necessary.

12.1 Parish Council website – Claude to create a further post to advertise all Jubilee events that the parish council are supporting.

12.2 Annual Parish Assembly – the hand written signs would be displayed within the next few days.

12.3 Social media – Cllr C Moore usually deals with the Facebook posts, Cllr Smith deals with Instagram, Twitter and Focus and the Clerk deals with the website.

13. Neighbourhood Plan Steering Group

(As per item 11.14)

14. Items for noting

14.1 To note that the order for the new play equipment at Washwell Lane has been submitted to Creative Play.

Noted.

15. Correspondence list.

Noted.

16. Urgent issues at the discretion of the Chair for noting or inclusion on future agenda

None

Meeting closed at 2210

Appendix A – Payment list for May 2022

METHOD	PAYEE	DESCRIPTION	AMOUNT	VAT NUMBER
BACS	ALISON EARDLEY	PREP OF BASIC CONDITIONS STATEMENT AND REVIEW	£550 + £110 VAT = £660	294849344
BACS	ELEMENT HOSTING	MICROSOFT 365 ANNUAL FEE	£1473.84	
BACS	R PENNY	SALARY & HOA	£649.68	N/A
BACS	CLAUDINE FELTHAM	SALARY & HOA	£1190.07	N/A
BACS	KELLY NASH	SALARY	£898.11	N/A
BACS	NEST	EMPLOYEE/ER PENSION CONTRIBUTIONS	£241.34	N/A
BACS	JAMES ROXBOROUGH	GRASS CUTTING AT JARDIN 21.4.22 GRASS CUTTING AT JARDIN 30.4.22 GRASS CUTTING AT JARDIN 10.5.22	£150 £150 £150 £50 £450 £780	N/A (PAID BY BACS 16.5.22)

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		TREE PLANTING AT JARDIN 21.4.22 BUS STOP REPAIRS B2099 OPP DEWHURST COTTAGES 10.5.22 BOLLARDS REPAIRS AND PAINTING	TOTAL: £1730	
BACS	BERRY & LAMBERTS SOLICITORS	ANNUAL RENT FOR WASHWELL LANE AND ROUNDING UP OF VAT	£102	N/A (PAID BY BACS 16.5.22)
BACS	WADHURST SCAFFOLDING	SCAFFOLDING TO ALLOW ROOF WORKS TO BUS SHELTER	£300	N/A
BACS	ESALC LTD	ESALCAND NALC SUBSCRIPTIONS	£1426.82	N/A
BACS	KELLY NASH	MILEAGE AND STATIONERY	£111.59	N/A
BACS	CLAUDINE FELTHAM	EXPENSES – TO BE UPDATED		
BACS	HIGH WEALD HERITAGE LTD	GREENHAM FARM BUS SHELTER REPAIRS	£505.35 + £101.07 = £606.42	401807824
BACS	WIHF	TOILETS CARETAKING (APRIL 2022)	£625	N/A
BACS	COREX ENTERPRISES LTD (GNHQ)	CHAIN, CEMENT, BALLAST	£34.93 INC VAT	837703121
BACS	KENT BOTTANY	4 X SURVEYS OF JARDIN PONDS PLUS MILEAGE	£1079.20	N/A
BACS	B & W ELECTRICAL CONTRACTORS LTD	DIMMER MODULE	£56.43 + VAT £11.29 = £67.72	790945684
BACS	CATHERINE HEATHCOTE	CARETAKER COVER X 11 SESSIONS	£165	N/A
BACS	MR J EDWARDS	REIMBURSEMENT FOR TOWN CRIER ROBE COSTUME FOR QUEENS JUBILEE CELEBRATIONS	£157.50	N/A
BACS	LONGRIDGE	PRINTING FOR THE JUBILEE EVENTS X 2 INVOICES.	£481 + VAT = £577.20 £481 + VAT = £577.20 £81 + VAT = £97.20. TOTAL = £674.40 INC VAT	293779203
DIRECT DEBIT	MOODY SEWAGE	SERVICE, MAINTENANCE AND INSPECTION FOR MAY 2022	£132 INC VAT	
DIRECT DEBIT	BRITISH GAS	ELECTRICITY AT PAVILION	£115.89 (GOING OUT 29.4.22- MISSED APRIL PAYMENT LIST)	684966762
DIRECT DEBIT	BRITISH GAS	GAS AT PAVILION	£286.35 (GOING OUT 22/4/22 – MISSED APRIL PAYMENT LIST)	684966762
DIRECT DEBIT	BRITISH TELECOM	PHONE/BROADBAND AT PAVILION	£49.92	SAVED ON RBS
DIRECT DEBIT	BIFFA	WASTE COLLECTION	£72.91 INC VAT	VAT NUMBER ON RBS

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----- BACS	CAROLINE TOPPING	COUSLEY WOOD JUBILEE CELEBRATION	£209	N/A
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