

UPPER CLATFORD PARISH COUNCIL
MINUTES OF THE MEETING
HELD ON WEDNESDAY 12TH OCTOBER 2022
AT 7.30 PM IN
THE KING EDWARD VII MEMORIAL HALL

MINUTES REMAIN A DRAFT UNTIL AGREED AS A CORRECT RECORD AT THE NEXT MEETING

Present	Parish Cllrs R Bennett MVO (Deputy Chairman), D Coole, H Folkard-Tapp, S Kennedy, C Williams, A Wilson , TVBC Cllr M Flood and HCC Cllr D Drew. Minutes – C Emmett Clerk & RFO
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1.	Apologies for Absence. Apologies had been received from Cllrs Heslop, Shah, Eyre and Lockhart	
2.	To receive and accept declarations of interest No declarations were made.	
3.	Public Participation. One member of the public, Mr E Wood, was present and spoke on item 6 regarding the planning application 22/01978//FULLN to which the Parish Council had lodged an objection on various grounds, stating he would have welcomed earlier engagement with Cllrs to discussed the application.	
4.	To approve the minutes from the Parish Council Meeting held on 13th July 2022 Proposed by Cllr Wilson, Seconded by Cllr Kennedy. Agreed by all. Minutes signed by the Chairman as a true record.	
5.	<p>To receive the Clerk's progress report since the last meeting held on 13th July 2022</p> <p>8 Jun 22</p> <p>9.6. Chalk Pit Lease. Chair/Clk to Insp and liaise with solicitor re advertising, market rates. Ongoing</p> <p>11.4.3. Sports Field Track. Patch repair. Quotes received</p> <p>13 Jul 22</p> <p>6.2.1. Local Plan 2040. Planning Committee Cllrs individual area reviews.</p> <p>6.2.2. Local Plan 2040. Collaboration invitations to adjacent parishes. Complete</p> <p>9.1.3. VAT reclaim. Complete</p> <p>9.5.3. Maye Fayre grant application for re-furbishing Tasker's Plinth. Application in. Complete</p> <p>10.1. Obtain Jun play equipment inspection report from Cllr Wilson. Complete</p> <p>10.4.1. Invoice UCYFC £350 for season 22/23. Pending</p> <p>10.4.2. Sports Field Track. Apply for grant for 2 sections. Pending</p> <p>11.3. Arrange Cllrs visit to Land S Bury Hill Ring. Complete</p> <p>12.1.1. Lengthsman Scheme. Send Cllr Bennett details. Complete</p> <p>12.1.2. Cllr NS to report vegetation on path at Sam Whites Hill on HCC website. It was noted that this had been cleared on one side (only) by the Conservation Group. Cllr Bennett would check and report it to HCC if not already recorded. Complete [enquiry ref no is 21626554]</p> <p>12.2. Cllr PH to report broken rail in parapet of Long Bridge on HCC website. Complete</p> <p>12.4. Cllr H F-T to ask M Sheldon to contact Chairman re Pan Parish Water Forum. Complete</p> <p>13.3. Cllr RB liaise with PCSO re barn parties. No longer required</p> <p>The Chairman wished to record a vote of thanks to TVBC for the tour and briefing of the land South of Bury Hill Ring.</p>	
6.	<p>Planning</p> <p>1. Review of decisions, applications, and responses since the last meeting</p> <p>1.1. 22/01856/FULLN Single storey rear extension Beech Bungalow Foundry Road – TVBC PERMISSION</p> <p>1.2. 22/01157/FULLN swimming pool and erection of associated pool house Garden House Stockbridge Road – TVBC PERMISSION</p>	

	<p>1.3. 22/01430/CLPN LDC for proposed single storey rear extension, Beech Bungalow Foundry Road. WITHDRAWN</p> <p>1.4. 22/01322/FULLN, single storey side extension, Ember Cottage Village Street UC. TVBC PERMISSION</p> <p>1.5. 22/01823/FULLN, side extension, 54 Above Town, UC. – TVBC PERMISSION</p> <p>1.6. 22/01465/FULLN, side and rear extensions, 4 The Green UC. – TVBC PERMISSION.</p> <p>1.7. 22/01657/FULLN, single storey rear extension, 14 Valley Mead AV. – TVBC PERMISSION.</p> <p>1.8. 22/01978/FULLN, single storey front extension, Pine Copse Red Rice Road. UCPC OBJECTION 12 Aug 22. Decision awaited.</p> <p>1.9. 22/01696/FULLN, remove some of boundary wall to create dropped kerb and driveway, Meadow View Foundry Road AV, WITHDRAWN. (Highways objected - Visibility splays cross 3rd party land, access and egress unacceptable)</p> <p>1.10. 22/02256/FULLN, single storey rear extension, 14 Valley Mead AV - TVBC PERMISSION</p> <p>1.11. 22/02436/FULLN, part demolition and rebuild of Copthall Place, Foundry Rd – Cllrs discussed this application and agreed that while they were not objecting, a comment (rather than support) should be submitted regarding the proximity of the build to the boundary of the property and access to it for both building and maintenance.</p> <p>1.12. 22/02004/FULLN single storey rear extension, 3 Brook Way AV - TVBC PERMISSION</p> <p>1.13. 22/02193/TREEN All Saints Church. NO OBJECTION</p> <p>1.14. 22/02284/TREEN Old Post Office TVBC DECIDED - NO OBJECTION</p> <p>1.15. 22/02337/TREEN Wisteria Cottage TVBC DECISION AWAITED</p> <p>1.16. 22/01012/FULLN Land at Bury Hill. Change of Use – car park. TVBC PERMISSION</p> <p>1.17. Cllrs asked for progress on</p> <p>1.17.1. 22/00319/FULLN Poplar Vale (Afternote: Current/ongoing)</p> <p>1.17.2. 21/02343/FULLN Cricklade Lodge (Afternote: Current/ongoing)</p> <p>1.17.3. 21/03028/FULLN for a 'Conservation and Ecological Enhancement Scheme' (Afternote: Current/ongoing). .</p> <p>Full details can be found on the TVBC website at https://www.testvalley.gov.uk/planning-and-building/viewplanningapplicationsonline</p> <p>2. Consultation on Draft Statement of Community Involvement in Planning 2022 The Planning Committee had no comments to make at this time.</p>	
7.	<p>Borough Councillors Report</p> <p>1. Cllr Flood commented on:</p> <p>1.1. Cost of Living Grant Scheme https://www.testvalley.gov.uk/cost-of-living/cost-of-living-grants. TVBC are providing £50k to organisations in the area which provide help to those in need, e.g. the food bank.</p> <p>1.2. Markets. There was a Vegan Market on 9 Oct 22. The next two are planned for Mar 23 and Sep 23.</p> <p>1.3. Millennium Man. The bronze has been repaired and is now back at the junction of Weyhill Rd and Salisbury Rd.</p> <p>1.4. Bronzes. Prior to the death of the late HM The Queen , TVBC had commission 2 bronze works. These will be completed shortly and be displayed in Andover and Romsey.</p> <p>2. Cllr Coole raised the following:</p> <p>2.1. Christmas Lights. Due to be switched on 25 Nov 22 in conjunction with a Christmas Market in Bridge Street.</p> <p>2.2. HM King Charles III Coronation 6 May 23. Any thoughts for celebratory activities?</p> <p>2.3 Recycling.</p>	

8.	<p>County Councillors Report Cllr Drew's HCC monthly report is on the website at https://www.upperclatford.com/community/upper-clatford-15048/hcc-updates/. Topics covered are:</p> <ol style="list-style-type: none"> 1. HM Queen Elizabeth II. 2. Hampshire to increase monthly payments to local residents hosting Ukrainian families. Grant up to £550 3. Getting Ready for Winter 4. Driver Skills Appraisal Scheme for Older Drivers 5. Social Worker of the Year Awards. Hampshire County Council's Independent Futures Team (IFT) is a finalist in the Team of the Year Adult Services category 6. Hitting Cold Spots 7. Connect 4 Communities. 'A one stop shop for local help and support' https://fish.hants.gov.uk/kb5/hampshire/directory/family.page?familychannel=2-6 8. Missing Bollards Village St. In response to questions from householders and Cllr Heslop, Cllr Drew stated that he had recently received an email indicating that HCC now see that the bollards are on the 'highway' and necessary works orders have been raised to have them repaired/replaced. 9. 20 mph Speed Limits in Villages. There is to be a seventh and final meeting in HCC regarding introducing 20 mph zones in villages. Clearly there are financial implications which will need assessing alongside the safety aspects. Guidance should follow. 10. Hampshire Pensions Board. Investment in fossil fuels greatly reduced. <p>The Chairman thanked TVBC and HCC Cllrs for their input. Cllrs Flood and Drew left at this point.</p>																																																																
9.	<p>Finance</p> <ol style="list-style-type: none"> 1. To receive and approve the Financial Statement 1 July 2022 – 31 Aug 2022 (Distributed prior to the meeting). Proposed by Cllr Coole, seconded by Cllr Williams. Agreed by all. 2. Payments made since the last meeting <table border="0" style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 10%;">PV23</td><td style="width: 80%;">SSE (Pavilion Utility)</td><td style="width: 10%; text-align: right;">£17.54</td></tr> <tr><td>PV24</td><td>Business Stream</td><td style="text-align: right;">£25.07</td></tr> <tr><td>PV26</td><td>C Emmett (Salary & Exp)</td><td style="text-align: right;">£384.31</td></tr> <tr><td>PV27</td><td>HMRC (PAYE)</td><td style="text-align: right;">£93.60</td></tr> <tr><td>PV28</td><td>SSE (Pavilion Utility)</td><td style="text-align: right;">£17.73</td></tr> <tr><td>PV28</td><td>SSE (Pav Utility - Credit re PV23)</td><td style="text-align: right; color: blue;">-£17.54</td></tr> <tr><td>PV30</td><td>TVBC (GM - Jul 22)</td><td style="text-align: right;">£864.50</td></tr> <tr><td>PV31</td><td>TVBC (GM- AUG-DD)</td><td style="text-align: right;">£864.50</td></tr> <tr><td>PV32</td><td>B Gas (Pav utility)</td><td style="text-align: right;">£73.27</td></tr> <tr><td>PV33</td><td>SSE (Pav Utility-9Jul)</td><td style="text-align: right;">£21.29</td></tr> <tr><td>PV34</td><td>SSE (Pav Utility-8Aug)</td><td style="text-align: right;">£21.29</td></tr> <tr><td>PV35</td><td>H F-Tapp (Expenses)</td><td style="text-align: right;">£14.50</td></tr> <tr><td>PV36</td><td>PKF Littlejohn (Audit)</td><td style="text-align: right;">£240.00</td></tr> <tr><td>PV37</td><td>C Emmett (Salary & Exp Jul-Aug)</td><td style="text-align: right;">£384.31</td></tr> <tr><td>PV38</td><td>PAYE (Jul-Aug)</td><td style="text-align: right;">£93.60</td></tr> <tr><td>PV39</td><td>AJGIBL GBP (Gallagher Ins)</td><td style="text-align: right;">£1,214.32</td></tr> <tr><td>PV40</td><td>C Emmett (Salary & Exp Aug-Sep)</td><td style="text-align: right;">£384.31</td></tr> <tr><td>PV41</td><td>PAYE (Aug-Sep)</td><td style="text-align: right;">£93.60</td></tr> <tr><td>PV42</td><td>TVBC (GM 1 Sep DD))</td><td style="text-align: right;">£864.50</td></tr> <tr><td>PV43</td><td>Business Stream (Pav Water)</td><td style="text-align: right;">£9.34</td></tr> <tr><td>PV44</td><td>SSE (Pav Utility - 8 Sep)</td><td style="text-align: right;">£23.36</td></tr> </table> <p>The Clerk & RFO commented that the payment for insurance starting on 1 Oct 22 has been made as we are on year 3 of a 3-year agreement and other payments have been made as necessary as per monthly statements provided at the end of Jul and August.</p>	PV23	SSE (Pavilion Utility)	£17.54	PV24	Business Stream	£25.07	PV26	C Emmett (Salary & Exp)	£384.31	PV27	HMRC (PAYE)	£93.60	PV28	SSE (Pavilion Utility)	£17.73	PV28	SSE (Pav Utility - Credit re PV23)	-£17.54	PV30	TVBC (GM - Jul 22)	£864.50	PV31	TVBC (GM- AUG-DD)	£864.50	PV32	B Gas (Pav utility)	£73.27	PV33	SSE (Pav Utility-9Jul)	£21.29	PV34	SSE (Pav Utility-8Aug)	£21.29	PV35	H F-Tapp (Expenses)	£14.50	PV36	PKF Littlejohn (Audit)	£240.00	PV37	C Emmett (Salary & Exp Jul-Aug)	£384.31	PV38	PAYE (Jul-Aug)	£93.60	PV39	AJGIBL GBP (Gallagher Ins)	£1,214.32	PV40	C Emmett (Salary & Exp Aug-Sep)	£384.31	PV41	PAYE (Aug-Sep)	£93.60	PV42	TVBC (GM 1 Sep DD))	£864.50	PV43	Business Stream (Pav Water)	£9.34	PV44	SSE (Pav Utility - 8 Sep)	£23.36	
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	<p>3. Balksbury Bridge Playing Fields No further comment</p> <p>4. Sports Field.</p> <p>4.1. Track Patching. Cllr Coole and the Clerk held an on-site meeting on 22 Aug 22. Quotes returned were discussed at item 17. It was agreed to proceed with the work quoted for by Rob's Pavings on 2 stretches of the track but that grants should be applied for from TVBC and HCC for work commences.</p> <p>4.2. UCYFC.</p> <p>4.2.1. The Clerk briefed that the seasons Notice to End the agreement with UCYFC had been given on 4 Aug 22 and that the football club are keen to discuss future terms as soon as possible so they can set budgets or make alternative arrangements. Further discussion was covered under item 17.</p> <p>4.2.2. A meeting had been held with Hampshire FA to see what assistance could be provided. Grant assistance for pitch maintenance and possibly with equipment was potentially available and a template for an SLA with an FA affiliated club was provided. A pitch inspection by the FA would take place on 9 Nov 22. Cllr Coole would attend.</p>	<p>Cik</p> <p>DC</p>
<p>11.</p>	<p>Trees and Open Space</p> <p>1. Trees by Brook House entrance. Cllr Bennett agreed to look at these trees which appear to be dead or dying. (Afternote 2 trees are dead and need felling, two conifers need ivy removing).</p> <p>10. Jubilee Tree. Cllr Bennett stated he was planning to have a Silver Lime planted in the Coronation Field in the next few months to mark the Platinum Jubilee and would be making arrangements, including the plaque funded by the Jubilee Committee. He also outlined an idea for a Coronation Tree, to mark the accession of King Charles III near the entrance to the parish on Balksbury Bridge Rd. He would discuss the matter with Highways.</p>	<p>RB</p> <p>RB</p>
<p>12.</p>	<p>Footpaths Highways Pillhill Brook & Bins</p> <p>1. Broken Bridge Parapet in Watery Lane .Cllr Heslop had reported to HCC via their website 21/07/22; current status "has been inspected and does require action. Passed to contractor, usually processed within 2 months but could take longer"</p> <p>2. Bollards outside The Old Forge and Hillside Cottage. Further to comments at item 8 - Permanent timber bollards installed by HCC to protect overhanging thatches from damage by high sided vehicles. 2 outside The Old Forge and 1 outside Hillside Cottage in Upper Clatford have been snapped off due to vehicle impact and require replacement. These have now reported both cases to HCC Highways via their website, Incident Nos 21625014 and 26125015.</p> <p>3. Speed Data. Data from the Speed Indicator Device (SID) was sent to Cllrs in September.</p> <p>4. Obscured 30 mph sign on Red Rice Rd. The obscured traffic repeater sign on Red Rice Rd is to be reported to HCC for action in conjunction with property owner. [Afternote: Track IT number is 21626505]</p>	
<p>13.</p>	<p>External Committees and Events</p> <p>1. Report on Changes to the Website Routine changes and additions have been made to the villages website https://www.upperclatford.com/community/upper-clatford-15048/home/</p> <p>2. Report on upcoming events at the Village Hall Cllr Kennedy reported that the annual Jazz night would be held on 12 Nov 22 and a film on Mon 17 Nov 22.</p> <p>3. Councillors to Report on other meetings</p> <p>3.1. Pan Parish Water Forum Cllr Heslop reported that engagement with SWater is ongoing and positive. Current activities by SW are focusing on reducing ground water ingress (thought to be the major issue) by sewer lining and sealing of private laterals further up the Pillhill catchment in the parishes of Kimpton, Fyfield, Thruxton, East Cholderton, Ampport and Monxton. Ground water levels are still extremely low following the</p>	

	<p>exceptionally dry summer, hence it will be some time before the effectiveness of the works to date can be assessed.</p> <p>3.2. Community Energy Cllr Heslop had attended a public meeting on 8th September in Romsey run by Test Valley Community Energy Group, subject Community Energy Projects. Promoting interest in small scale solar (and other renewable) energy projects which could be beneficial to local communities and local energy consumers. Followed up with zoom call with reps from the TVCEG with PVH and CC-E to understand more about the sort of installations which could work in our parish.</p> <p>3.3. Future Meetings, 3.3.1.Hampshire ALC AGM 20th October 2022 at the Doubletree by Hilton in Chilworth, Southampton.</p> <p>4. Acorn Bioenergy Proposal – Exhibition 13 Oct 1530 – 1845: Cllrs were encouraged to attend and invited to attend the GC PC Meeting on 1 Nov at 1900.</p>	
14.	<p>Correspondence and E mails A listing of the more significant correspondence since the last meeting is below:</p> <ol style="list-style-type: none"> 1. 20 Jul. Cllr PH. Upper Clatford Sports Field. Letter (dated 15 Jul 22) and images of docs delivered to PH by President UCYFC on 20 Jul 22. 2. 20 Jul. HALC. Hampshire County Council - 20mph speed limit consultation. See website https://www.upperclatford.com/community/upper-clatford-15048/news/hampshire-county-council---20mph-speed-limit-consultation-57062 3. 22 Jul. Stratfords. The Old Chalk Pit. Survey quote. Agreed. 4. 26 Jul. May Fayre Treasurer. Grant. 5. 26 Jul. Community Transport HCC. Travel For All Posters. On website. 6. 26 Jul. Parishioner (MP). Allotments request. Replied and added to list of interested parishioners. 7. 19 Jul. Parishioner (R?) contact via HugoFox.com – Allotments. Replied requesting name and address for database. 8. 4 Aug 22. Clk to UCYFC. One Season notice to terminate agreements. 9. 16 Aug. SAAA. SAAA 2022 Opt-out Communication. Recommended to Fin Ctee to remain in SAAA contract. 10. 24 Aug. Parishioner (SG). Complaint Plastic Arrows (triathlon/cycle/walking event route markers). Responded. 11. 26 Aug. Hampshire ALC. External Auditor Appointments 12. 1 Sep. Cllr Heslop. Upper Clatford bollards – advice sought from HCC Cllr - 29 Sep. HCC Cllr Drew. Upper Clatford bollards (Repair responsibility for missing / damaged in Village St) 13. 4 Sep. Abbotts Ann Parishioner (DG). Assistance. No detail found. 14. 5 Sep. SID Mngr. Speed Data. Copied to Cllrs 15. 12 Sep. Parishioner (LS). Allotment petition. Briefed to Cllrs 16. 12 Sep. Hampshire FA. Sports Pitch SLA template. 17. 15 Sep. Gallagher Insurance. AJG Community Schemes. Confirmation of renewal of insurance 1 Oct 22 – 30 Sep 23 18. 20 Sep. ...Application Clk & RFO post 19. 21 Sep. Gallagher. Confirmation of Payment (Insurance cover 22/23) and Employer and Public Liability cover letter. Copied to UCYFC 20. 28 Sep. Parishioner (EF) via Chairman. Speed Limit Watery Lane & Village Street 21. 30 Sep. Clk to property owner. Request a dangerous tree be removed on land by Balksbury Bridge to protect Finger Post (and public) 22. 3 Oct. Instinctif. Acorn Bioenergy Proposal on Cowdown Lane. Copied to Cllrs. 23. 3 Oct. Uk.Community (Gallagher Insurance). RE: Annual Bonfire Risk Assessment – Insurance cover agreed <p>Comments: The Clerk spoke further on:</p> <ol style="list-style-type: none"> 1. Acorn Bioenergy Proposal – Exhibition 13 Oct 1530 – 1845: Presentation at GC PC Meeting on 1 Nov at 1900. GC Clk would like to know how many propose to attend 	

	<p>2. Allotments Petition seen by Cllrs. While this is not on the agenda Cllr Heslop is keen to get a feel for Cllr support or otherwise on this before it is formally re-considered as an agenda item which should perhaps be earlier than suggested by the Clerk in his reply to the petitioner. Cllr Heslop also thinks it would be useful if Cllrs put out feelers to contacts with land that might be leased or purchased should the requirement be supported. It will also help budgeting</p>	
15.	<p>Projects & Parish Plan</p> <p>1. Clatford Footpaths. Cllr Bennett stated that he appreciated the reasons for not pursuing the idea of a path linking the Clatfords but suggested it might be appropriate to provide some safety to pedestrians by installing gates at either end of the parish playing fields and encouraging use by pedestrians as an alternative to walking on the road. He asked that a costing for 2 gates be obtained.</p> <p>3. Gateway Structures. Cllr Bennett suggested we investigate installing white Gateway structures at the village entrances to AV/UC to help reduce speeding. He was advised that this had previously been looked at and advice received from Highways (who must be involved). The Council had then decided that the purchase of the SID had been agreed as a more appropriate measure</p>	CIk
16.	<p>Annual Bonfire The Clerk stated, the Insurance Brokers have confirmed the bonfire will be covered if managed as in previous years. They have seen the Risk Assessment for this year. We need:</p> <ol style="list-style-type: none"> 1. Volunteers to assist Cllr Coole supervise. No volunteers. Advertising via social media. 2. First Aid cover – Confirmed, A Wylde agreed to cover again. 3. Safe Rm – Suggest ask A Wylde. 4. Emergency Services to be notified 5. Fencing site – Before 29 Oct 22. DC & Clerk 4. Advertising ‘No build before date etc [29 Oct 22]. 	DC CIk
17.	<p>Confidential Items – The Chairman asked Cllrs:</p> <p>To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for discussion re commercial contractual and employment discussions where publicity maybe prejudicial to the special nature of the business. Agreed - The Chair then asked the attending member of the public to leave before discussions</p> <ol style="list-style-type: none"> 1. Clerk & RFO. It was agreed that the post be advertised for 10 hrs per month, at between £12 - £15 per hour subject to qualification and experience. 2. Chalk Pit Lease The Clerk briefed on the points raised by the surveyor in his verbal brief and options suggested going forward. 3. Sports Field – <ol style="list-style-type: none"> 3.1. Track Quote: Quotes were discussed and agreed with a grant application to be submitted 3.2. Usage. Hybrid options are to be investigated and Cllrs are to review and advise on suggested amendments to the current SLA were we to enter into a similar arrangement again. Cllrs 	CIk Cllrs
18.	<p>Councillors to request any items to be included within the agenda for the Parish Council Meeting to be held on 8 November 2022</p> <p>Allotments</p>	

The Meeting Closed at 9.50pm