

RAMSBURY & AXFORD PARISH COUNCIL

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Minutes of the Annual General Meeting of the Parish Council held on Monday 19th May 2025 at 8.15pm in Ramsbury Memorial Hall

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Present:

S Glass – Chair (SG)	H Lloyd (HL)
D Barnett – Vice Chair (DB)	E Hodgson (EH)
D Greenway (DGr)	D Gill (DG)
E Hodgson (EH)	A Charlwood (AC) – Clerk
R Greasley (RG)	

Two members of the public were also present

1. APOLOGIES – were received from A Foale, M Waugh, M. Tester and C. Morgan. **Approved.**
D. Edwards did not attend.

2. COUNCILLORS' DECLARATIONS OF ACCEPTANCE OF OFFICE

Following their re-election, the Councillors present at the meeting submitted their signed declarations of acceptance of office forms.

3. ELECTION OF CHAIRMAN

The Clerk confirmed that nine nominations for Sheila Glass had been received and there were no other nominations. EH proposed and HL seconded the proposal that SG be re-elected as Chairman of the Parish Council SG for another year. **APPROVED**

4. ELECTION OF VICE-CHAIRMAN

Eight nominations were received to re-elect DB as Vice Chairman. There being no other nominations SG proposed and DGr seconded the proposal that DB be elected as Vice Chairman of the Parish Council for a further year. **APPROVED.**

5. DISCLOSURES OF INTEREST – None.

6. THE MINUTES OF THE LAST MEETING

Having corrected the record as regards Erica Hodgson's apologies for absence – she was, in fact, present at the meeting – the minutes of the meeting held on 14th April were approved and signed as a true record. **Proposed BM; Seconded EH. Approved.**

7. MATTERS ARISING – None

8. NEW CORRESPONDENCE – Items for discussion*

Ref. No	Date Received	April-May 2025 Correspondence From :	Subject *Highlighted for Discussion
*A8161	10 April	Jason Lucas, Wilts CC Traffic Order Team (i)	TTRO cancelled for Chapel Lane on 9 June. Fwd to Cllrs For info.
*A8162	10 April	Lewis Neate, Wilts CC Community Asset Officer	Renewal of allotment listing as an Asset of Community Value. See Item 13
*A8171	14 April	Resident	Preference for Option 1 for Union Street one-way trial. Fwd to Cllrs. For info.
*A8172	14 April	Residents	Preference for Option 1 for Union Street one-way trial. Fwd. to Cllrs. For info.
*A8173	14 April	Residents	Preference for Option 1 for Union Street one-way trial. Fwd. to Cllrs. For info.
*A8174	14 April	Steve Campbell, Chair, Chilton Foliat PC	Feedback about company that installed SIDs in Chilton Foliat. Fwd to Cllrs. For info.
*A8177	16 April	Alex Curran, Social Value Coordinator, JN Bentley Ltd.	Possible need for ecological survey to see scope of a flood mitigation pond on Hilldrop Lane, and what course of action might follow. HL read out an email received from A Curran on the morning of the meeting which implied their preferred project for the village would be to repaint Duck Bridge. Following some discussion HL was asked to reply and point out the SSSI status of the bridge/s and to try to progress their decision. ACTION - HL
*A8178	16 April	Abigail Garside-Scutts, Events Manager, South Swindon Parish Council	Enquiring about what events our PC organises or hosts and exploring ways our PCs might work together on events in the future. Fwd. to Cllrs. After some discussion it was agreed that whilst the PC does participate in a number of village events, it does not instigate them very often. SG was asked to forward the email to Ian Smith to see if he would be interested in some sort of collaboration with South Swindon PC. ACTION - SG
*A8179	21 April	CPRE Wiltshire	Acknowledging Ramsbury's Entry for 2025 BKV competition. For info.
*A8181	21 April	Resident	Small weir by the Nature Reserve is becoming blocked by debris and overhanging branches. See Item 23
*A8183	22 April	Jason Lucas, Wilts CC Traffic Order Team	TTRO for Burdett Street commencing 16 th June. Fwd. to Cllrs. For info.
*A8184	23 April	Wilts CC	Anticipated dates for road resurfacing works. Fwd. to Cllrs. For info.

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*A8186	25 April	Wiltshire Area Boards	Survey to collate an overview of local climate action projects in preparation for a Climate and Environment Summit meeting at County Hall on 20-21 June. Fwd. to Environment Committee. On behalf of the Environment Committee, BM was asked to respond. ACTION - BM
*A8187	25 April	Resident	Parliament Piece wall along Back Lane looks unsafe. Fwd. to Cllrs. DB reported that the landowner had been approached about this concern and had confirmed that a structural engineer had been called in to inspect the wall and found it to be safe. Clerk was asked to reply to the resident to let them know. ACTION - CLERK
*A8189	28 April	Melissa Camilleri, PCSO	Police community consultation arranged for 14 th May at 1100-1200 at the British Legion café. Fwd. to Cllrs. For info.
*A8196	05 May	Fred Rendell, Parish Steward Supervisor	There will be no Parish Steward visit in May because of grass cutting on roadside verges. Fwd. to Cllrs. For info.
*A8197	06 May	Google Analytics	Website traffic report for April. Fwd. to Cllrs. See item 14
*A8200	07 May	Resident	Fundraising towards cost of a new school sign to improve road safety around the school. Fwd. to Cllrs. See item 16
*A8201	08 May	Alistair Ewing, Ramsbury Estates Ltd	Information re. drainage works carried out at the top of Manor Hill and at Hilldrop Farm to reduce flood risk. For info. SG has written to Alistair thanking him for carrying out the works.
*A8203	09 May	Jason Lucas, Wilts CC Highways	Approval of closure of High Street for Street Fair. Fwd. to Cllrs. For info.

***The full list of incoming correspondence from 8th April - 9th May can be viewed on the parish council website**

9. Committee Reports:

9(i) Planning

Diann Barnett

PLANNING REPORT RAMSBURY AND AXFORD PARISH COUNCIL –May 2025

Planning Applications Processed since April 2025 report

New applications-

- | | | |
|-----------------|----------------------|---|
| • PL/2025/03125 | Ramsbury Manor | Removal or variation of condition. |
| • PL/2025/03126 | Ramsbury Manor | Removal or variation of condition |
| • PL/2025/03259 | Well House, Union St | 2-storey rear and side ext'n; 3 roof lights |
| • PL/2025/03367 | 52, Ashley Piece | 2 antenna in garden |

Still awaiting-

- | | | |
|-----------------|------------------------------|---|
| • PL/2024/07914 | Anvil Cottage Barn | Demolish and rebuild barn for family house. |
| • PL/2024/11389 | The Courtyard, Whittonditch | Demolition and rebuild of barn |
| • PL/2024/11184 | Ramsbury Manor | 'open-up' work to investigate utilities/structure |
| • PL/2025/01559 | Upcot Field, Whittonditch Rd | 9 houses and associated works |
| • PL/2025/03252 | 15, Isles Road, Ramsbury | Treework |
| • PL/2025/02886 | 61, High Street, Ramsbury | Treework |

Decisions-

- PL/2025/02040 36, High St, Ramsbury Remove detached single storey shed and replace with 2-storey and glazed walkway. **REFUSED**

Updates

- 3357357 Red Lion enforcement appeal
- 3362810 Red Lion planning appeal
- 3355438 Lamplands planning appeal
- 3364563 Land north of Newtown Rd, planning appeal

DB reported that one other application had been submitted since the above report, for a garden store to be built in the Walled Garden development.

9(ii) Finance

Erica Hodgson

EH confirmed that the following agenda items comprised the discussions and subsequent decisions arrived at during the meeting of the Finance Committee on 8th May :-

- Re-approval of the 2024-25 Q4 Report** – Some minor errors in the previous report having been picked up in the preparation for the internal audit, and the necessary corrections having been made, EH sought councillors' approval of the amended Q4 report. **Prop. DB; Sec. DGr. APPROVED**
- The Fixed Asset Register** – Updated total value of £212,148.69 at 31st March 2025 having been approved by the Finance Committee, EH now sought councillors' approval of that figure. **Prop. EH; Sec. RG. APPROVED**
- 2025 Insurance Policy renewal quotation** – The Community First policy is now entering the third year of a three-year long-term agreement and the new quotation of £1,245.08 amounts to an 8% increase (of £94.09) on last year's figure. EH sought councillors' approval to renew the policy on this basis. **Prop. EH. Sec. DGr. APPROVED**
- Quotes for SIDs** - The Finance Committee had discussed the three quotations, and a decision was taken to accept the one from Elan City, the firm who had been used in Chilton Foliat and recommended by the Chair of their PC. EH therefore sought councillors' approval of their quote for the installation of 5 replacement SIDs at a cost (excluding VAT) of £11,550. **Prop. HL; Sec. BM. APPROVED**
- BM asked the PC to consider installing a new, additional SID for eastbound traffic, heading into Axford from the direction of Marlborough, or otherwise re-position the existing one as there is too great a distance from it to the centre of the village. If that is not practicable, he proposed we request a new reminder 30mph roundel should be put up just past the junction with Stone Lane, to prevent drivers starting to speed up along that stretch of road (where no houses are visible) before they reach the heart of the village. **ACTION – SG**
- Quotes for re-painting the telephone kiosks** – The Finance Committee had agreed the quote to repaint the two phone boxes in Ramsbury inside and out (£1,300) but will defer the work until the one outside the Memorial Hall has been adopted, which they anticipate should be formalised by the end of June. **ACTION – SG**
- Quotes for new play equipment at Whittonditch** – Quotes from three suppliers for a new pyramid climbing frame had been discussed at the Finance Committee meeting. They had decided to accept the middle quote (£14,412.06) but, prior to approval of this at the PC meeting, councillors discussed the very substantial discount the company were offering if a zip line was added to the order. There was general agreement that the necessary funds are available and that this might be a sensible idea, but a concern was raised about the potential for the zip wire to become a problem and a cause of antisocial behaviour.

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After some discussion SG was asked to write to the Minal Parish Clerk to ask if they found the zip wire in their playground caused any such problems, and report back at the next meeting.

ACTION - SG

(h) **Annual Internal Audit** - of the PC accounts for 2024-25 took place on 12th May.

- EH sought councillors' approval of the 2024-2025 AGAR Annual Governance Statement – Section 1. **Prop. DB; Sec. RG. APPROVED**
- EH sought councillors' approval of the 2024-2025 AGAR Accounting Statement – Section 2. **Prop. EH; Sec. HL. APPROVED**

(i) The Finance Committee had also discussed and agreed a pay increase w.e.f. 1st April 2025 for the person who cleans the public convenience and the PC office

9(iii) Rights of Way

Doug Greenway

- DGr reported that the Boundary Walk had been brilliant, greatly helped by the superb weather and the efforts of very many people involved in the organisation of the event both beforehand and on the day. 70 people left at 7am and almost 100 took part over the course of the day, with 47 completing the whole walk. DGr said that re-routing the walk so that it starts and ends in the village seemed to work really well, as did relocating the lunch stop to the Ramsbury Brewery. SG has submitted a report on the Boundary Walk to Whitton Ways. A Boundary Walk debriefing meeting is to be arranged.
- Councillors approved a £150 donation to Ramsbury Royal British Legion Club in appreciation of their hospitality at the end of the Boundary Walk. **See Item 29 (I4276).**
- DGr said that the next circular walk will be the 75-minute, Squirrel Lane walk on Sunday 1st June. He will be advertising the routes for the rest of the year's walks soon. **ACTION-DGr**
- DB mentioned that Peter Wilson had explained to her why some of the new kissing gates on his land, to replace the old stiles, had not been put in exactly where the old stiles had been because he had followed the instructions given to him by Wiltshire CC Rights of Way Dept. about where they should go. There was general agreement that the kissing gates were a great improvement on the old stiles and are wide enough to safely accommodate prams and wheelchairs.

9(iv) Play Areas and Seats

Denise Edwards

- DE was not at the meeting so there was no report.
- SG said she is looking into how the ground can be safely re-levelled under the picnic table bench at Knowledge Crescent, where someone appears to have jumped up and down on it. **ACTION -SG**

9(v) Emergency Committee

Alison Foale

- SG said it is becoming clear that the diesel generator at the Memorial Hall might need replacing. If, as seems likely, we are faced with having to get a new one, SG will start to look at what size and power will be needed, and whether a petrol or dual fuel generator would be best. **ACTION-SG**
- The PC is still seeking three new Emergency Wardens. **ACTION – AF/SG**
- SG said she is keen to organise some in-person (as opposed to online) CPR training courses for the benefit of village residents. This was thought to be a good idea, and SG was asked to investigate further with a view to setting up some PC-funded courses in the autumn. **ACTION-SG**

9(vi) Environment Committee

Maggie Waugh

- BM said the three apple trees already planted had been showing signs of powdery mildew (probably due to the recent drought) but they have been treated and are already looking better. It will be important to keep them watered now and the PC are grateful to Mr. Gill who will be helping with that when necessary.

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- DGr spoke in favour of the round picnic tables that are being considered for the orchard. SG said that she had had an initial discussion with Veena Nandha about whether the PC might attach a memorial to Peter, either to one of the new tables or to a nearby bench in his memory; she will continue to liaise with Veena about what we're thinking of, and what she might like, before a decision is taken.

ACTION-SG

Public Forum - Parish Council Standing Orders temporarily suspended for this item

The two residents present offered some further information and valuable suggestions based on their personal experience of generators when it comes to looking at the PC's options for replacing the one/s we have.

10. AXFORD

Diann Barnett

- BM summarised the findings of the traffic speed survey which had recently been conducted in the village over a three-week period. As the average speed in both directions was found to be 29mph it means that the police will take no action, but BM is keen to lobby for something to be done to improve pedestrian safety, especially for the children walking to and from the bus stop before and after school. He offered to draft a lobby document which might be taken to the H&FIG in the hope that some measures might be taken forward. **ACTION - BM**
- DB reported that the Games Café and Bingo Night had raised £120 and £215 respectively towards the cost of a defibrillator for the village and, following a very generous donation from Smith's of Axford to cover the remainder of the sum needed, the new defibrillator had already been purchased and installed at the village hall. SG congratulated Axford on their fund-raising and it was agreed to write to the Smith family, and to Ken Read who installed it, to thank them. **ACTION – CLERK**
- Axford Open Gardens will be running on Sunday 8th June.

11. LOCAL HIGHWAYS & FOOTPATHS IMPROVEMENT GROUP

Sheila Glass

SG is unable to attend the next meeting of the LHFIG on 22nd May but has arranged for AF to go instead.

12. MARLBOROUGH AREA BOARD

Sheila Glass

SG reported that the next meeting will be on 18th June.

13. ALLOTMENTS

Denise Edwards

SG explained that the existing allotments lease had expired at the end of 2024 and it is necessary to draw up a new one. However, she proposed that, as the wording of the existing lease could still be taken as a legal document, she might ask the landowner if it would be acceptable for the PC to simply draw up a new version with the existing wording for another fifteen-year term. With the councillors' approval, she will put that proposal to the landowner. **Prop. SG; Sec. HL. APPROVED** **ACTION-SG**

The Community Asset Renewal has been granted. HL requested that we ask them to correct the spelling of Axford (not Oxford!). **ACTION-SG**

14. WEBSITE

SG said that the April traffic report had been circulated. She drew councillors' attention to the increased usage, which mysteriously seems to have gone up by 97% since March, and she will be in touch with the webhosts to ask for an explanation.

15. UNION STREET ONE-WAY NORTHBOUND

Sheila Glass

SG confirmed the PC's willingness to pay the costs (>£3,000) likely to be incurred in asking the Highways Dept. to take the steps necessary to implement a six-month trial of Option 1 as, doing so will lessen the chance of lengthy delays in getting the project underway.

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DGr asked when we might have an idea of the likely timeline, which remains uncertain at present. It was agreed that the LHFIG should be asked to install some lines across the road to measure the number of vehicles travelling in both directions along the street (rather than traffic speed) so we have a baseline against which we can measure how this might change once the one-way trial is underway. **ACTION -SG**

16. IMPROVING ROAD SAFETY AROUND THE SCHOOL

Alison Foale

SG has applied to get the faded school sign renewed or refurbished. **ACTION – SG**

It was agreed that no further signage would be arranged at present.

EH observed that road safety would be improved at school drop-off and pick-up times if the parents themselves would park their cars more responsibly. Whilst so many still fail to do so, improved signage or money spent on other measures might not solve the problem.

17. SPEED OF TRAFFIC ON B4192 THROUGH WHITTONDITCH

It was agreed that the PC would endorse the Highway Improvement Request application submitted by a Whittonditch resident and this will be sent in to LHFIG for discussion at their meeting in July. **ACTION-CLERK**

18. VILLAGE MAINTENANCE

Sheila Glass

- The broken bus stop sign in Whittonditch Road has still not been repaired. She has reported it on the MyWilts system.

SG said the white gates for Newtown Road are ready to be installed and should go in soon. **ACTION-SG**

- **See item 9(ii)(d) & (e)** regarding replacing the current SIDs with five newer models.
- **See item 9(ii)(f)** regarding getting both kiosks in Ramsbury re-painted inside and out. **ACTION – SG**
- SG thanked the Beavers for their litter-pick on May 14th. She proposed the PC make them a donation in appreciation of their hard work. **APPROVED**
- SG said DB had represented the Ramsbury PC at the VE80 Event on the airfield.
- DGr mentioned the deterioration of the footpath between Ashley Piece and the surgery and the Clerk was asked to request the Parish Stewards to fill the holes when they visit in June. **ACTION – CLERK**

19. PARISH STEWARD'S ROTA

Clerk

Next visit will be on 4th June. **ACTION – CLERK**

20. POLICE COMMUNITY CONSULTATION

Sheila Glass

Two residents reported lack of immediate police activity when a resident in the village was attacked and badly injured by a dog in Atherton Close (See item 26). A resident reported finding a laptop in the road that morning. **Update: police have attended re the dog attack and the owner of the laptop has been traced.**

21. LIBRARY No report.

22. MEMORIAL HALL & MEMORIAL GARDEN

Sheila Glass

SG reported that the Trustees intend to place a barrier on the ground in front of the hall wall which will hopefully prevent further damage to the wall by long vehicles with tow bars parking there. The damage so far caused will be repaired.

George Hawes is no longer a Parish Councillor, having stepped down at the last election so the Parish Council needs to appoint a new representative trustee.

23. NATURE RESERVE

Chris Morgan

No report but SG confirmed that WWT have offered to clear the blocked weir behind the fire station.

24. RECREATION CENTRE*George Hawes*

No report.

25. RAMSBURY SCHOOL*Roger Greasley*

RG reported that numbers are down in September for the first time and this will mean a smaller Reception Class. The Summer Fair will be on 5th July and term ends on 24th July.

26. VANDALISM/CRIME

The meeting was updated about the police investigation into the dangerous dog attack of a resident, which looks as if the case will have to go to court. **Update: the dog has been identified as an illegal pit bull terrier.**

27. PATIENTS' REPRESENTATIVE*George Hawes*

No report.

28. MAY ELECTIONS

SG reminded all Cllrs. to complete their Nil Election Expenses Return by May 29th It is a legal requirement.

ACTION – ALL**29. ACCOUNTS FOR PAYMENT IN MAY**

Inv. No	Payments to Suppliers – May 2025	Amount	Net	VAT	Paid By	S137
I4239	Dobbies Garden Centre – plants for Memorial Hall tubs. Paid in April	16.80	14.00	2.80	VisaDebit	No
I4240	JRB Enterprises Ltd – dog poo bags. Paid in April	100.74	83.95	16.79	VisaDebit	No
I4241	Ramsbury Memorial Hall – electricity to PC office, public loo and charity shop from 12 Feb to 31 March. Paid in April	151.83	151.83	0.00	BACS	No
I4242	Waitrose – Chairman's lunch expenses delivering election nomination papers. Paid in April	6.50	6.50	00.00	BACS	No
I4243	Trophy Store Ltd – Harker's Hill trophy for Boundary Walk. Paid in April	20.49	17.07	3.42	VisaDebit	No
I4244	HMRC – Clerk's income tax. Paid in April	519.81	519.81	0.00	DD	No
I4245	Tesco – Napkins for Boundary Walk. Paid in April	3.00	3.00	0.00	VisaDebit	No
I4246	Dobbies Garden Centre – pansies for tubs in The Square. Paid in April	10.50	8.75	1.75	VisaDebit	No
I4247	Amazon – paper cups for Boundary Walk. Paid in April	28.26	23.55	4.71	VisaDebit	No
I4248	M J Baker Accountancy – payroll fee for April	11.25	11.25	0.00	DD	No
I4249	Idverde Ltd - Bin emptying in April	22.20	18.50	3.70	BACS	No
I4250	Coral Westall – public loo cleaning in May	220.00	220.00	0.00	BACS	No
I4251	Dobbies Garden Centre – Pansies for tubs in The Square	18.79	15.66	3.13	VisaDebit	No
I4252	Midway Stores – Provisions for Boundary Walk	18.00	18.00	0.00	VisaDebit	No
I4253	Ramsbury Shop – Provisions for Boundary Walk	9.18	9.18	0.00	VisaDebit	No
I4254	Ramsbury Shop –Provisions for Boundary Walk	8.38	8.38	0.00	VisaDebit	No
I4255	HP Instant Ink – printer ink subscription for 28 th April – 27 th May	13.49	11.25	2.24	VisaDebit	No
I4256	BT – Phone and broadband April - July	193.63	161.36	32.27	DD	No

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I4257	Castle Water – public loo water charges for April	42.25	42.25	0.00	BACS	No
I4258	Ramsbury Memorial Hall – reimbursement for public loo bin-emptying charges (4 quarters @ £31.20/quarter)	124.80	124.80	0.00	BACS	No
I4259	Ramsbury Memorial Hall – PC office rent April-Sept 2025	591.25	591.25	0.00	BACS	No
I4260	Dobbies Garden Centre – Violas for tubs in The Square	6.30	5.25	1.05	BACS	No
I4261	Ramsbury Primary School – Grant	400.00	400.00	0.00	BACS	Yes
I4262	Ramsbury Pre-School - Grant	500.00	500.00	0.00	BACS	Yes
I4263	Ramsbury Scouts & Beavers - Grant	500.00	500.00	0.00	BACS	Yes
I4264	Ramsbury Silver Band - Grant	360.00	360.00	0.00	BACS	Yes
I4265	Ramsbury Model Railway Club - Grant	500.00	500.00	0.00	BACS	Yes
I4266	Ramsbury & Aldbourne Bowls Club - Grant	500.00	500.00	0.00	BACS	Yes
I4267	Axford Village Hall - Grant	250.00	250.00	0.00	BACS	Yes
I4268	Ramsbury Cricket Club - Grant	500.00	500.00	0.00	BACS	Yes
I4269	Ramsbury Football Club - Grant	350.00	350.00	0.00	BACS	Yes
I4270	Ramsbury Netball Club - Grant	500.00	500.00	0.00	BACS	Yes
I4271	Ramsbury Memorial Hall - Grant	500.00	500.00	0.00	BACS	Yes
I4272	Ravensbury Players - Grant	310.00	310.00	0.00	BACS	Yes
I4073	Ramsbury Tennis Club - Grant	500.00	500.00	0.00	BACS	Yes
I4274	Ramsbury & Axford LCC - Grant	750.00	750.00	0.00	BACS	Yes
I4275	Action for the River Kennet River School - Grant	400.00	400.00	0.00	BACS	Yes
I4276	Bella Voce – Grant	306.50	306.50	0.00	BACS	Yes
I4277	Ramsbury Royal BL Club (Boundary Walk)	150.00	150.00	0.00	BACS	No
I4278	Robert Copp - work on W'ditch play area and Manor footpath	240.00	240.00	0.00	BACS	No
	TOTAL (excluding Clerk's salary I4279)	£9,653.95	£9,582.09	£71.86		
	TOTAL AMOUNT ON DEPOSIT at 30th April 2025*	£96,092.16				
	incl. gross interest earned Dec 2022 to 30th April 2025	£5,092.16				
	MONIES RECEIVED					
	Charity shop rent	£300.00				
	May SO for Memorial Hall broadband	9.60				
	TOTAL INCOME	£309.60				
	Current A/c balance at 30/04/2025	£45,349.06				

*This includes monies held in reserve for parish initiatives such as the Ramsbury Flyer, defibrillators, provision of play equipment, pavement and road repairs, etc.

The Accounts were accepted and were unanimously approved. Prop. EH; Sec. DB

There being no other business the meeting closed at 9.45pm

DATE OF NEXT PARISH COUNCIL MEETING
MONDAY 16TH JUNE at 7.45pm in RAMSBURY MEMORIAL HALL
ALL ARE WELCOME