

Pentlow Parish Council

Parish Clerk / RFO: Kevin B. Money
 7 Roach Vale Colchester Essex CO4 3YN
 Tel: 07810781509 email pentlowparishcouncil@gmail.com
 www. <https://e-voice.org.uk/pentlowparishcouncil>

Dear Councillor

You are requested to attend the forthcoming meeting of Pentlow Parish Council to be held in the Village Hall

on **WEDNESDAY 19th. MARCH 2025 at 7.30pm** for the purpose of transacting the business ONLY shown on the agenda

KBMoney Kevin B. Money CiLCA - Clerk to the Council – 13th. March 2025

FULL COUNCIL MEETING AGENDA

001/2025 Apologies for Absence

002/2025 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda

003/2025 To approve the Minutes of the last meeting of Pentlow Parish Council

To receive and agree the minutes of the last PPC meeting held on 20th. November 2024

004/2025 Essex County Councillors report – ECC Cllr P. Schwier

005/2025 District Councillors report – BDC Cllr I. Parker

006/2025 Public Participation Session

The Chairman will invite questions and observations from members of the public present.

007/2025 BDC Refuse vehicle future date – 29th. March 2025 10am – 12 noon

008/2025 Pinkuah Arms – update

009/2025 Speedwatch update – Cllr T. Bartlett

010/2025 Village defibrillator – Cllr I. Bower

011/2025 Distribution of Parish News to Pentlow residents – Cllr T. Bartlett

012/2025 Planning Application/s

013/2025 Planning Decision/s made by BDC affecting Pentlow

24/02523/LBC - Cherry Barn Bower Hall Lane Pentlow Essex CO10 7JT

Treatment of exposed decorative timber beams in the annexe. Replacement of two external, decorative timber posts at entrance to original listed barn. **Application GRANTED**

014/2025 Planning Appeals

015/2025 Solar Farm update

016/2025 Finance

a) To receive the Bank balances as at 28th. February 2025

b) To receive the comparison of Actual against Budget 2024/25

c) Councillors to agree the December 2024, January, February and March 2025 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements

017/2025 Village Hall update Cllr T. Bartlett

018/2025 Village Sign - update from Cllr M. Stuchfield

019/2025 Items for Next Agenda

020/2025 Date of Next Full Council meeting – Wednesday 21st. May 2025 at 7.30pm

October meeting – 29th. October 2025 at 7.30pm

021/2025 Closure of the Meeting

To Close the meeting having considered and determined all items of business

Pentlow Parish Council

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Minutes of the Parish Council meeting held on Wednesday 20th. November 2024 at 7.30pm in the Village Hall.

Present: Cllrs T. Bartlett, D. Wright, M. Stuchfield, I. Bower and Kevin B. Money (Parish Clerk).
 There were also 3 members of the public present.

071/2024 Vice-Chair welcome

1) **To accept the resignation of Rachel Simnett as Parish Council Chair with immediate effect.** Councillors accepted the resignation of Cllr R. Simnett and thanked her for all her hard work as Chair of the Parish Council

072/2024 **Apologies for Absence** were received from ECC Cllr P. Schwier and Cllr R. Simnett

073/2024 Declaration of Interest

To declare any Disclosable Pecuniary, Pecuniary or non-Pecuniary Interest relating to items on the agenda. Cllr M. Stuchfield and Cllr I Bower declared an interest in item 091/2024

074/2024 To approve the Minutes of the last meeting of Pentlow Parish Council

To receive and agree the minutes of the last PPC meetings held on 29th May and 22nd July 2024
All Agreed

075/2024 **Essex County Councillors report – ECC Cllr P. Schwier.** No report was given

076/2024 **District Councillors report – BDC Cllr I. Parker.** No report was given

077/2024 Public Participation Session

The Chairman invited questions and observations from members of the public present.
 Can the 2025 Christmas tree be paid around October '25? The Clerk informed the resident that this will be paid early next year.
 A resident asked about screening at the Solar Farm (This item was included later on the Agenda).

078/2024 **BDC Refuse vehicle future date.** March and October
 Saturday, 29th March 2025 from 10.00am – 12noon has been agreed subject to BDC acceptance

079/2024 **Telephone Box – Repairs** have been completed to the telephone box

080/2024 **Pinkuah Arms – No update** following an appeal on the refusal from BDC.
 There appears that there is no occupancy at the premises.
 Councillors thanked Cllr R. Simnett for all her hard work in compiling the excellently constructed objection submitted to the planning department

081/2024 **Update on grass cutting in the village.** The grass cutting has been returned to Braintree District Council

082/2024 **Speedwatch update – Cllr T. Bartlett**
 Weekly Speedwatch sessions have taken place during times of more favourable weather conditions. More volunteers are required to assist the current three volunteers but despite including twice in the Parish News no one has come forward

083/2024 **Village defibrillator – Cllr I. Bower**
 A resident has suffered a heart attack and could a defibrillator be placed at the village hall or inside the telephone box. Cllr I. Bower to take this project forward with costings etc.

084/2024 **Distribution of Parish News to Pentlow residents – Cllr T. Bartlett**
 A volunteer is required to deliver 21 copies of the Parish News to the west side of Pentlow.
 A request was put in the Parish News but again no one has come forward. In the meantime Cllr Bartlett is undertaking the deliveries.

Clerk to contact BDC
 Remove from next agenda

Remove from next agenda

Cllr I. Bower

Signed

T. Bartlett – Vice-Chair

19th. March 2025

085/2024 Planning Application/s

24/02113/COUPA – 5-6 School Barn Cottages School Road Pentlow Essex CO10 7JN
Application to determine if prior approval is required for a proposed change of use from Commercial, Business and Service (Use Class E) to 1 No. Dwellinghouse (Use Class C3).
RESOLVED: No objection to this planning application

24/02207/HH – Highbury School Road Pentlow Essex CO10 7JP
Conversion of conservatory to garden room including alterations to provide a tiled insulated roof, addition of brick piers at junction with existing house and external corners, together with replacement UPVC windows and doors.
RESOLVED: No objection to this planning application

086/2024 Planning Decision/s made by BDC affecting Pentlow
No planning decisions have been made affecting Pentlow

087/2024 Planning Appeals**TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78**

Site Address: Simpsons Farm Belchamp Road Pentlow Essex CO10 7JT
Description of Development: Erection of two-storey side extension & associated internal works
Planning Application Ref: 24/00830/HH & 24/00831/LBC
Appellant's Name: Mr N Johnson Planning Inspectorate Ref: 3350624 & 3350628
Appeal Start Date: 24 September 2024
An appeal has been made to the Secretary of State following Braintree District Council's refusal of the above application/s.

TOWN AND COUNTRY PLANNING ACT 1990 APPEAL UNDER SECTION 78

Site Address: Pinkuah Arms Pinkuah Lane Pentlow Essex CO10 7JW
Description of Development: Change of use from public house to dwellinghouse
Planning Application Ref: 24/00325/FUL
Appellant's Name: Mr Bird Planning Inspectorate Ref: APP/Z1510/W/24/3352799
Appeal Start Date: 22 October 2024
An appeal has been made to the Secretary of State following Braintree District Council's refusal of the above application/s.

088/2024 Solar Farm update

Planting of the screening is scheduled to take place imminently by the landowner but there was some concern that this may be left. The question was raised concerning potential enforcement action as this was part of planning conditions. A further concern was raised concerning the solar farm becoming operational together with the promised financial contribution to be made. As this was not subject to the s.106 agreement it may be the developer will renege on this promise.

089/2024 Finance

- a) To receive the Bank balances as at 31 October 2024
Councillors noted the Bank balances as at 31 October 2024
- b) To receive the comparison of Actual against Budget 2024/25
Councillors noted the comparison of Actual against Budget 2024/25
- c) Councillors to agree the November 2024 finances and to agree a transfer of any funds to meet the Parish Council's financial requirements. **All Agreed**

090/2024 Budget for 2025-2026

Councillors discussed the 2025-2026 budget and agreed the expenditure of £7775
Cllr M. Stuchfield proposed the budget figure of £7775 to be the same as 2024-2025 with a Precept figure of £7000 again to be the same as 2024-2025. Cllr I. Bower seconded. **All Agreed.**

091/2024 Village Hall

Cllr T. Bartlett informed the meeting that a Corporate Governance document has been prepared and agreed by the Councillors but is subject to negotiation with the Village Hall Committee (VHC). It was agreed that the governance structure must be agreed and in place by March 2025.
Cllr T. Bartlett to lead and co-ordinate.
Cllr M Stuchfield expressed his concern that the renewal of the Lease had been outstanding for more than eight years with the Councillors remaining responsible including the actions of the VHC.

Clerk to ask
BDC I.
Parker

Cllr T.
Bartlett

Signed

T. Bartlett – Vice-Chair

19th. March 2025

092/2024 Village Sign – update from Cllr M. Stuchfield

There is nothing further to report regarding the village sign.

Councillors agreed to support the village sign being designed. Essex County sign has disappeared at the Cavendish bridge. A member of the public agreed to report this to ECC Highways.

093/2024 Items for Next Agenda

Defibrillator update – Cllr I. Bower

094/2024 Date of Next Full Council meeting – Wednesday, 19 March 2025 at 7.30pm in the village hall. May and October TBC

095/2024 Closure of the Meeting

To Close the meeting having considered and determined all items of business

The Vice-Chair then closed the meeting at 8.45pm and thanked everyone for attending

Signed

19th. March 2025

T. Bartlett
Vice-Chair

Signed

T. Bartlett – Vice-Chair

19th. March 2025

	BANK RECONCILIATION			
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank - Current a/c	£ 4,718.64	£ 3,373.16	£ 3,355.16	£ 3,355.16
Unity Trust Bank - EMR a/c	£ 2,680.72	£ 2,680.72	£ 2,699.70	£ 2,699.70
Total:	£ 7,399.36	£ 6,053.88	£ 6,054.86	£ 6,054.86
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 7,399.36	£ 6,053.88	£ 6,054.86	£ 6,054.86
CASH BOOK				
Balance as at 01.04.24	£ 3,499.19	£ 3,499.19	£ 3,499.19	£ 3,499.19
Plus Receipts	£ 4,279.18	£ 4,633.78	£ 4,652.76	£ 4,652.76
Total	£ 7,778.37	£ 8,132.97	£ 8,151.95	£ 8,151.95
Less Payments	£ 379.01	£ 2,079.09	£ 2,097.09	£ 2,097.09
Grand Total	£ 7,399.36	£ 6,053.88	£ 6,054.86	£ 6,054.86
Difference	£ -	£ -	-£ 0.00	-£ 0.00
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank - Current a/c	£ 3,355.16	£ 6,837.16	£ 5,041.46	£ 4,583.43
Unity Trust Bank - EMR a/c	£ 2,699.70	£ 2,718.41	£ 2,718.41	£ 2,718.41
Total:	£ 6,054.86	£ 9,555.57	£ 7,759.87	£ 7,301.84
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 6,054.86	£ 9,555.57	£ 7,759.87	£ 7,301.84
CASH BOOK				
Balance as at 01.04.24	£ 3,499.19	£ 3,499.19	£ 3,499.19	£ 3,499.19
Plus Receipts	£ 4,652.76	£ 8,171.47	£ 8,171.47	£ 8,171.47
Total	£ 8,151.95	£ 11,670.66	£ 11,670.66	£ 11,670.66
Less Payments	£ 2,097.09	£ 2,115.09	£ 3,910.79	£ 4,368.82
Grand Total	£ 6,054.86	£ 9,555.57	£ 7,759.87	£ 7,301.84
Difference	-£ 0.00	£ -	£ -	£ -
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank - Current a/c	£ 4,577.43	£ 5,321.43	£ 4,595.43	
Unity Trust Bank - EMR a/c	£ 2,736.62	£ 2,736.62	£ 2,736.62	
Total:	£ 7,314.05	£ 8,058.05	£ 7,332.05	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 7,314.05	£ 8,058.05	£ 7,332.05	
CASH BOOK				
Balance as at 01.04.24	£ 3,499.19	£ 3,499.19	£ 3,499.19	
Plus Receipts	£ 8,189.68	£ 8,939.68	£ 9,185.68	
Total	£ 11,688.87	£ 12,438.87	£ 12,684.87	
Less Payments	£ 4,374.82	£ 4,380.82	£ 5,352.82	
Grand Total	£ 7,314.05	£ 8,058.05	£ 7,332.05	
Difference	-£ 0.00	-£ 0.00	-£ 0.00	

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Pentlow Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 28/02/2025

Account Name: Pentlow Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488712

Your arranged overdraft limit is £0.00

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For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2025		Balance brought forward	£0.00	£0.00	£5,321.43
17/02/2025	Credit	FOXEARH CHURCH AND SCHOOL FOUNDATI	£0.00	£246.00	£5,567.43
19/02/2025	Faster Payment Debit	B/P to: London Hearts Def	£966.00	£0.00	£4,601.43
28/02/2025	Fee	Service Charge	£6.00	£0.00	£4,595.43

I 9185.68
E 5352.82

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Statement number 021

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Unity Trust Bank is entered in the Financial Services Register under number 204570.
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Your Account Statement



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Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Pentlow Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 28/02/2025

Account Name: Pentlow Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488725

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The credit interest rate is 2.50% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



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Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2025		Balance brought forward	£0.00	£0.00	√ £2,736.62

Page number 1 of 2

Statement number 017

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PPC ACTUAL AGAINST BUDGET REPORT				
		Budget 2024/25	Total Income / spend to Mar '25	Left in Budget as at Mar '25
Income	PRECEPT	7000	£ 7,000.00	
	OTHER INCOME	0	£ 996.00	
	GRASS CUTTING	0	£ -	
	STREET CLEANING	775	£ 779.18	
	VAT REFUND	0	£ 354.60	
	INTEREST	0	£ 55.90	
	TOTAL	7775	£ 9,185.68	£ 1,410.68
Exp.				
Staff	Salary	3650	£ 3,624.69	£ 25.31
	Office Allowance	0	£ -	£ -
	TOTAL	3650	£ 3,624.69	£ 25.31
Adm.				
	Office Expenses	330	£ 46.06	£ 283.94
	Audit Fees	100	£ 99.80	£ 0.20
	TOTAL	430	£ 145.86	£ 284.14
General	Telephone Box	50	£ 74.90	-£ 24.90
	Insurance	400	£ 384.31	£ 15.69
	EALC/NALC Subs	150	£ 76.95	£ 73.05
	BDC Refuse vehicle	500	£ 466.66	£ 33.34
	Donations/PCC	500	£ 500.00	£ -
	Coronation Event	250	£ -	£ 250.00
	Parish Magazine	400	£ -	£ 400.00
	Bank Charges	72	£ 65.40	£ 6.60
	Meeting costs	50	£ -	£ 50.00
	Website	0	£ -	£ -
	Christmas Tree	150	£ 150.00	£ -
	Notice Board Maintenance	150		£ 150.00
	Contingency	1023		£ 1,023.00
	TOTAL	3695	£ 1,718.22	£ 1,976.78
	GRAND TOTAL	7775	£ 5,488.77	£ 2,286.23
	VAT		£ 106.29	
	Total:		£ 5,595.06	

		FINANCE DECEMBER 2024 & JANUARY, FEBRUARY AND MARCH '25				
		INCOME: Bank Interest £18.21p:				
		Foxearth Church and School Foundation - Defibrillator £750.00p & £246.00p:				
		EXPENDITURE				
Chq No.	Invoice No.	Payee	Cost	VAT	Total	PPC Ref
BACS		London Hearts - New Defibrillator	£ 966.00	£ -	£ 966.00	16
BACS	Fee	Unity Trust Bank - Service Charge	£ 6.00	£ -	£ 6.00	17
BACS		Kevin B. Money - Clerk salary Dec '24 - Mar '25	£1,208.24	£ -	£1,208.24	18
		<u>TOTAL:</u>	£2,180.24	£ -	£2,180.24	
		Denotes already paid				

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Your quote

Your online account has been successfully created. Your password can be set by clicking 'Save Quote' below.

Please check your quote details below. If your council name or precept is not correct, please call us on 0800 077 8552.

@Title

Your quote

(Inclusive of Insurance Premium Tax. See Policy Schedule for price details.)

£241.00per annum

Quote valid until: 10/06/2025

Start date: 07/04/2025

Council name: Pentlow Parish Council (Braintree)

Precept: £5,000-£7,500

Title: Mr

First name: Kevin

Last name: Money

Telephone number: 07810781509

Email address: pentlowparishcouncil@gmail.com

Quote reference: 162670122

Correspondence address:

7 Roach Vale Colchester Essex CO4 3YN United Kingdom

[Edit details](#)

@Title

Your cover

Your cover includes:

- **Public Liability:** £12,000,000
- **Employers' Liability:** £10,000,000
- **Legal Expenses:** £250,000
- **Fidelity Guarantee:** £250,000
- **Libel & Slander:** £250,000
- **Personal Accident:** Cover for employees, councillors and volunteers
- **Money:** Cover for stolen or damaged money
- **All Risks:** £23,000

[Close](#)

Public Liability - Helps to protect you and your volunteers against third party claims in the event of injury or property damage.

[Close](#)

Employers' Liability - Helps protect your council if it is found to be legally liable for causing an injury to an employee whilst they are carrying out their work duties.

[Close](#)

Legal Expenses - Designed to provide legal defence for your council for legal disputes, including employment disputes.

[Close](#)

Fidelity Guarantee - Helps protect your council against the loss of money and/or property which you may suffer as a result of a dishonest or fraudulent act by an employee or councillors.

[Close](#)

Libel & Slander - Covers libels (written) or slanders (spoken) committed by employees or councillors in the course of your business.

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Personal Accident - Provides financial payment which you can choose to give to your employees, clerks, councillors and volunteers if they are accidentally injured while performing their duties. Various benefits apply, see your schedule and policy wording for full benefit details.

[Close](#)

Money - Cover in case money is stolen or damaged whilst under the supervision of employees or councillors. This covers money kept in safes or in transit to a bank and includes notes, coins, cheques, postal orders and postage stamps. Various limits apply, see your schedule and policy wording for full details.

[Close](#)

All Risks - Covers the cost of repair or replacement of items owned by your council including items such as benches and bus shelters.

[Close](#)

Monuments, Memorials & Statues - Covers the cost of repair or replacement of monuments, memorials & statues owned by your council.

[Close](#)

Playground Equipment - Covers the cost of repair or replacement of playground equipment owned by your council including items such as seesaws, swings, slides or spring riders. Limits apply, see your schedule and policy wording for full details.

Assumptions

Your quote is based on the following assumptions. If any of these are not correct, please call us on 0800 077 8552

- You have never had insurance declined, refused, cancelled or had special terms applied
- You will have up to date risk assessments whilst you are insured with us
- If you interact with children or adults who need care and support (and therefore may be unable to protect themselves against abuse or neglect), you will comply with the safeguarding statements of fact shown on your schedule
- You are not aware of any situations prior to purchasing this policy, which might cause a claim
- You have not had more than three claims or any one claim exceeding £5,000 in the last three years

- On average, your volunteers contribute less than 70 hours a week
- You do not hold any events that have more than 500 people in attendance at any one time
- You do not send goods or money outside of UK
- You are not responsible for insuring any type of buildings
- You are not responsible for:
 - Skateparks, BMX tracks or adventure playgrounds
 - Zip wires, trampolines or inflatable play equipment
- You do not require All Risks cover for monuments, memorials and statues
- You do not require All Risks cover for playground equipment

Documents for your parish council

Details of your cover, terms & conditions of the policy and why you should choose Zurich for your insurance can be viewed in the attached documents. We will email these documents to you. Payment for your policy can be made via bank transfer or cheque.

[Why choose Zurich](#) PDF Document

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