

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 8th December 2004

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| Present: | Mr. N. Poulton (Chairman) | Mr. J. Meischke |
| | Mr. C. Clark | Mrs. C. Dinnin |
| | Mr. V. Dunhill | Mr. D. Filer |
| | Mr. I. Knight | Mrs. H. McCash (until 2110) |
| | Mr. M. Smith | Mr. D. Stock |
| Police: | PC Andy Woodward (until 1930) | |

1 Apologies for absence

None.

2 Public Participation

None.

3 Declaration of Interests

Mr. Smith declared a personal interest in item 7 a i, Planning Applications, Blue Bury Farm - To build conservatory to rear of property (on page 3 of these minutes).

4 Chairman's/Clerk's Report

Mr. Poulton said that Mrs. McCash is going into hospital on 16th December and would be unavailable for at least one month.

5 Report from PC Andy Woodward re policing matters

Mr. Poulton welcomed PC Andy Woodward and invited him to report on policing matters involving the village.

To date, the reported crime figures for this year are 137 compared with 134 for the same period last year.

PC Woodward said that five arson-attacks had been committed during the weekend of the 27th and 28th November. Two incidents were in the High Street and three in Great Innings. A number of witnesses had come forward and the police hope to charge the arsonists very soon. DC Richard Venier is dealing with the case and should be contacted directly (on 01992 533488) if any further information is known about these arson attacks.

A new Police Community Liaison Officer, Paul Weston, is being trained. He will cover the same area as PC Woodward but will do patrol-work only.

The Parish Council asked PC Woodward to find out if Paul Weston is the same person that used to live in the village (and who ran the Post Office). He left the village approximately 10 years ago to become a missionary abroad. PC Woodward agreed to do so.

Action: PC Woodward

PC Woodward agreed to try and bring the speed camera van to the village.

He said that tomorrow he will be training to drive a 4 x 4 off-road vehicle, which is to be made available to him and PC Paul Scott to allow them to visit the farming community and pursue criminals in off-road situations.

During Halloween, eggs, flower, food etc. were thrown at property in the village. PC Woodward asked if the Parish Council was aware of the emergency paper on anti-social behaviour.

PC Woodward left the meeting.

6 Minutes of the last meeting

a) Acceptance

• Minutes of the Parish Council meeting held on 10th November 2004

Mr. Stock proposed that the minutes be accepted and signed by the Chairman as a true record.

Mrs. McCash seconded the motion and all present at that meeting were in favour.

b) Review of actions

• Obtain a letter from the Tennis Club re new tennis-court project

This item to be discussed under 10 d, Correspondence received – Watton-at-Stone Tennis Club – Additional Tennis Court (on pages 8 and 9 of these minutes).

• Contact youngsters asking them to remove earth bike-ramp as a matter of urgency

Mrs. McCash said that she had asked the Stanley brothers to remove the earth bike-ramp, as a favour to herself. However, the mound has still not been removed.

Mrs. McCash to chase.

Action: H. McCash

- **Chase Football Club re donation of £75 towards the permanent line marking of the pitch**
This action point has been completed. A cheque for £75 has now been received.
- **Write to Planning department re two applications for Land adjacent to 99 High Street**
This action point has been completed.
- **Write to Planning department re Land at Lamp Post 37, Ware Road**
This action point has been completed.
- **Arrange for the purchase and engraving of the plaque for the ornate village sign**
This item to be discussed under item 8 a, Specific Items - Plaque for ornate village sign (on page 3 of these minutes).
- **E-mail all Parish Councillors with the date of the 2005 Inter Parish conference**
This action point has been completed.
Refer to item 10 a, Tewin Parish Council -2005 Inter Parish Conference (on page 8 of these minutes).
- **Obtain an estimate for the repair of the High Street notice board from a local carpenter**
This item to be discussed under 8 d, Repair of notice board in the High Street (on page 3 of these minutes).
- **Obtain banking details from the Alliance and Leicester**
This item to be deferred for discussion at the Parish Council meeting to be held on 9th February 2005.
Agenda: 2/05
- **Give grant cheque to Watton-at-Stone Parochial Church Council**
This action point has been completed.
- **Give all Parish Councillors a copy of the draft budget**
This action point has been completed.
- **Accept IRS Leisure's quotation for moss-killing and pressuring-washing of the MPPA surface**
This action point has been completed.
- **Accept Mr. Burgess' quotation to install a power socket in the boiler-room**
This action point has been completed and the power socket has been installed.
- **Chase A. T. Bone and Sons Limited for sportsfield grass cutting quote**
This action point has been completed.
- **Obtain a quotation from Adam Welch for the removal of the black Poplar trees**
This item to be discussed under 9 a, Environment Sub-Committee - Heritage Awards for All grant (on page 6 of these minutes).
- **Accept Ben Cannon's quotation for weed wiping on the Lammas**
This item to be discussed under 9 a, Environment Sub-Committee - Lammas - Weed wipe (on page 6 of these minutes).
- **Arrange a date for Sue Clarkson to meet with the Environment Sub-Committee**
This item to be discussed under 9 a, Environment Sub-Committee - Arrange meeting with Sue Clarkson of the Countryside Management Service (on page 6 of these minutes).
- **Write to Blue Bury Contractors and Groundwork Solutions re grass cutting quotations**
This action point has been completed.
- **Accept Adam Welch's quotation for mowing and strimming work in the village in 2005**
This action point has been completed.
- **Chase HCC Rights of Way re problems with the Church Walk footpath**
Mr. Dunhill said that he had spoken to the Countryside Access Officer and provided him with contact details for the St. Albans Diocesan Board.
- **Write to contractors re installation of kissing gate**
This action point has been completed.
- **Write to Datchworth Parish Council and owner of horses' field re kissing gate**
This action point has been completed.
- **Write to Hertfordshire Highways re traffic/parking problem in the village**
This action point has been completed.
Refer to item 10 c, Hertfordshire Highways – High Street parking problem (on page 8 of these minutes).
- **Arrange for the wire fence around the MPPA to be repaired**
This action point has been completed.
Mr. Meischke said that he had also removed most of the orange paint from the outside toilet door.
- **Put an up-to-date Parish Council's Employers Liability Certificate in Community Hall**
This action point has been completed.
- **Write to Councillor Carver re meeting to discuss RSS14**
This action point has been completed.
Refer to item 10 b, East Herts Council – Meeting dates to present the East of England Regional Plan to Town and Parish Councils (on page 8 o these minutes).

- **Write to Cornhill Insurance re public liability insurance on the allotments**
Mr. Meischke said that we wrote to Cornhill Insurance on 17th November 2004, but had not received a reply.

The Clerk to chase.

Action: J. Allsop

- **Write article for Parish News**
This action point has been completed.

c) Action points outstanding for more than two months

- **Transport moveable goalpost and permanently site it on the far side of the sportsfield**
This item to be discussed under 9 a, Recreation and Amenities Sub-Committee - Goal posts (on page 6 of these minutes).

7 Planning

a) Applications

i) Blue Bury Farm

To build conservatory to rear of property

Mr. Smith, who lives at Blue Bury Farm, left the meeting while this item was discussed.

Mr. Knight said that because the neighbouring properties would not be able to see the proposed extension he did not contact them.

Parish Councillors studied the plans and agreed to write to East Herts Council informing them that the Parish Council has no comment on this application.

Action: J. Allsop

Mr. Smith returned to the meeting.

ii) 33 Lammas Road

Single storey rear extension incorporating dining room, shower/wc and utility room

Mr. Knight said that he had visited the neighbours and no objections were received. He said that the proposed single storey extension is similar to others in Lammas Road.

Parish Councillors studied the plans and their only concern was the close proximity to the boundary with the adjacent property.

After discussion, it was agreed to write to East Herts Council informing them that the Parish Council has no comment on this application.

Action: J. Allsop

b) Decisions

i) 1 Hazeldell

Single storey rear extension

-East Herts Council – Permission granted

ii) 90 and 101 Great Innings South

Erection of 10 houses with associated roadway, parking and landscaping

-East Herts Council – Permission granted

iii) 53 Hazeldell

Small front extension and associated works

-East Herts Council – Permission granted

iv) Lamp Post 37, Ware Road

Replacement street light telecommunications mast with 3 antennas and 2 associated equipment cabinets

-East Herts Council – Prior approval refused

8 Specific items

a) Plaque for ornate village sign

Mr. Meischke showed Parish Councillors the brass plaque for the ornate village sign. He said that to prevent it from being removed, he would glue and screw it to the post.

Action: J. Meischke

b) Watton-at-Stone Primary School - Community project

Mr. Poulton said that Watton-at-Stone Primary School had completed its plans for the pump project which they will present to Val Weaver (Hertfordshire Highways) in January 2005. Ms. Weaver will need to assess if the plans are suitable for implementation. If the project does go ahead, Mr. Poulton said that the long-term responsibility of maintaining the site will need to be resolved.

c) Litterbin fires in High Street and Great Innings South

This item was discussed item 5, Report from PC Andy Woodward re policing matters (on page 1 of these minutes).

Mr. Poulton said that we have a spare litterbin which can be used to replace the bin that was burnt in the High Street.

He proposed that the Parish Council ask Trevor Waldock (East Herts Council) to install the litterbin. East Herts Council usually charge £15 to do the work. Mr. Meischke seconded the motion and all present were in favour.

Action: N. Poulton

d) Repair of notice board in the High Street

Mr. Meischke said that a carpenter had today measured the notice board and given him a quotation of £70 to make a new door. This price does not include Perspex or the fitting.

It was agreed that Mr. Meischke investigate the cost of metal vandal-proof notice boards.

Action: J. Meischke

Mr. Clark asked if he could refurbish the Whempstead notice board. This was agreed and Mr. Clark was thanked for volunteering to do the work.

e) Report on CPRE Hertfordshire – Planning training on 18th November

Mr. Clark and Mr. Smith attended the CPRE - Planning training day on 18th November.

Mr. Clark reported that the event, which was held at Woolmer Green, was quite an interesting day. In the morning two presentations were made to explain the new planning process known as Regional Spatial Strategy (RSS). In the afternoon there were two more professional presentations on RSS14 - the East of England Regional Plan, followed by a speaker from the Environment Agency. Basically, the County Structural Plan has been superseded by the East Anglia plan. This will look at the overall region, rather than just Hertfordshire, and its remit has been widened to include other plans such as Transport and other services such as education, health etc. The RSS is underpinned by a series of District Planning Documents (DPDs) produced by the District Council. A DPD is an area action plan and would incorporate any local influences such as a village design statements (e.g. Aston Parish design statement).

Mr. Clark said that a review process and public consultation phase has been built into the RSS process which would give the Parish Council the opportunity to comment on the RSS and the environmental issues. However, if we made no comments, any future opinion would be ignored. He suggested that the Parish Council could consider drawing up our own village design statement as this would be accepted as evidence of local views and public consultation.

Mr. Poulton said that the drawing up of a village design statement is a very lengthy process and would take six people about a year to complete.

9 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items concerning the Budget & Finance Sub-Committee.

- **Approval of minutes of meeting held on 24th November 2004**

Mr. Meischke proposed that the minutes be accepted and signed by Mr. Filer as a true record. Mr. Knight seconded the motion and all present at that meeting were in favour. Mr. Filer signed the minutes.

The Clerk to attach the budget (and associated notes) with any amendments made during this meeting to the minutes of the Budget and Finance Sub-Committee.

- **Budget 2005/2006**

Prior to the meeting, all Parish Councillors were given a copy of the draft budget figures for 2005/2006.

Mr. Filer said that he and the Clerk had reviewed each item and compared the figures to those already spent this year, and in previous years, by reference to the ledger. A similar process was then repeated at the Budget & Finance Sub-Committee meeting held on the 24th November (at which 8 out of 10 Parish Councillors were present) and alterations made where necessary.

Mr. Filer proposed that the following recommendations made by the Budget & Finance Sub-Committee be agreed.

- Frank Cooper and Son Limited’s quotation of £35, per cut, to cut the sportsfield grass only be accepted.
- Ted Brown’s quotation of £40, per cut, to strim the grass around the perimeter of the sportsfield be accepted.

The Clerk to contact all contractors accordingly.

Action: J. Allsop

- The Community Hall hire charges to remain the same.
- The Sports and Social Club hire-charge to be increased from £2000 to £2070 (an increase of just over 3.5%).

The Sports and Social Club to be notified accordingly.

Action: J. Allsop

- The allotment rent be increased by 10%, i.e. from £10 to £11 per full allotment and from £5 to £5.50 for one half of an allotment, with effect from September 2005.

Allotment holders to be notified of the increase when invoiced for the financial year 1st September 2005 to 31st August 2006.

Action: J. Allsop-08/04

- Rose Brown's pay to be increased from £5.50 to £6.00 per hour, from the start of the new financial year (i.e. 1st April 2005).
- Ted Brown's pay to remain at £6.50 per hour.

Mrs. Dinnin seconded the motions and all present were in favour.

- **Accounts and Reserves**

The Parish Council and Community Hall book keeping and the amount kept in reserves was discussed at length.

Mr. Filer and Mrs. McCash explained to Parish Councillors that both sets of accounts are simple receipts and payments figures and that we are not required to do income and expenditure accounts. Forward planning for capital items was also raised and it was suggested that a provision be made for capital items such as replacing the safety surface under the large swings and the re-surfacing of the MPPA. Capital items are not to be confused with contingency, which is to cover any inaccuracies in the budget.

It was agreed that Mr. Filer and the Clerk review the budget headings for discussion by the Budget and Finance Sub-Committee and confirm the amount of money that is currently being held in reserves.

Action: D. Filer/J. Allsop

Mr. Poulton said that we need to make a statement as to why we hold money in reserve.

- **Precept 2005/2006**

Mr. Filer proposed that the Parish Council agree a precept of £23,860 and when received, the East Herts Council forms be completed and returned after our meeting in January. Mrs. McCash seconded the motion and all present were in favour.

Agenda: 01/05

- **Employees and self-employed remuneration**

The Clerk left the meeting

This item is covered under the item below – Christmas bonuses

- **Christmas bonuses**

The subject of Christmas bonuses was discussed at length and it was decided that 2004 is the last year that such bonuses are to be paid, but that adjustments would be made to salaries and wages as appropriate.

Bonuses for 2004 were agreed as follows.

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| • The Clerk | £120 |
| • Ted Brown | £60 |
| • Rose Brown | £40 |

Because Ted Brown's hourly rate had already been agreed for 2005 no adjustment would be required and for Rose Brown the hourly rate of £6.00 agreed earlier in the meeting would cover any future bonus.

It was agreed that the Clerk's basic salary be increased by 3.5%, i.e. to £6860, plus £120 (to compensate for loss of future Christmas bonuses) to give a figure of £6980 per annum from 1st April 2005.

The Clerk returned to the meeting.

- **Allotment rent**

This item was discussed under item 9 a, Budget and Finance Sub-Committee - Budget 2005/2006 (on page 4 of these minutes).

Community Hall Trustees

Mr. Meischke reported on the following items concerning the Community Hall Trustees.

- **Repair to disabled toilet**

Mr. Meischke said that the cistern on the disabled toilet was repaired after a hirer complained that it was leaking. After speaking to Rose Brown, he found that the problem had been on-going for some time.

- **Community Hall cleaning**

Because Rose Brown has been unwell, a temporary cleaner was found to do her work. Mrs. Sperring, who charges £7 per hour, spent 5.5 hours cleaning the Community Hall. Mr. Knight proposed that Mrs. Sperring be paid. Mr. Clark seconded the motion and all present were in favour.

Mr. Meischke said that the Care Group, who professionally cleaned the floors in the Community Hall approximately every two years, would have charged £15 an hour for doing the work.

Mr. Poulton said that Mrs. Sperring is willing to clean the Community Hall again on an emergency basis.

The Clerk said that the kitchen fridge needs cleaning. Mr. Meischke to ask Rose Brown to clean it.

Action: J. Meischke

- **Date of next meeting**

The next meeting of the Community Hall Trustees will now take place on Thursday 6th January 2005.

Recreation & Amenities

Mr. Knight reported on the following items concerning the Recreation & Amenities Sub-Committee.

- **MPPA – general**

Mr. Knight said that he had nothing to report under this item.

- **Additional tennis court**

Mr. Knight said that he had written to the County Archaeologist who has informed him that an archaeological survey must be done before any building work is undertaken on the land. Two trenches, each between 1.5 and 2 metres wide and 5 to 10 metres long would need to be excavated. No depth had been specified. The Tennis Club has budgeted £2,000 for the work.

Mr. Poulton said that planning permission should be sort before any archaeological work is done as it would be a waste of money to have the survey done if a subsequent planning application was refused.

Mrs. McCash left the meeting.

- **Goal Posts**

Mr. Knight said that his action point to liaise with Mr. Meischke re transporting the moveable goalpost from his home and permanently siting it on the far side of the sportsfield (i.e. near the bike ramps and away from the Cricket and Football pitches) is still outstanding. He agreed to contact either Mr. Poulton or Mr. Meischke to resolve the matter.

Action: I. Knight

Environment

Mrs. Dinnin reported on the following items concerning the Environment Sub-Committee.

- **The Lammas**

- **Arrange meeting with Sue Clarkson of the Countryside Management Service**

Mrs. Dinnin said that she had been unable to arrange a suitable date before Christmas because the times that Sue Clarkson was available did not suite many Parish Councillors.

After discussion, it was agreed to ask Sue Clarkson if she is able to attend a meeting of the Environment Sub-Committee on Thursday 13th January at 1400.

Action: C. Dinnin

Mrs. Dinnin said that Sue Clarkson is arranging a working party for Wednesday 23rd February 2005 and she hoped to see as many Parish Councillors there as possible.

- **Heritage Awards for All grant**

Mrs. Dinnin said that we are still in the process of completing our application for a Heritage Awards for All grant. The application has been increased to £5,000.

This will include the following.

- Weed wipe £150
- Adam Welch’s quotation (dated 24th October) for work along the Lammas bank £3860
- Two interpretation boards £3,500

An application will also be made to East Herts Council for a LEAF (Local Environment Action Fund) grant of £500.

The Countryside Management Service hopes to obtain £1,000 of funding towards the cost of the two Interpretation boards.

The removal of Black Poplar trees is no longer part of this project.

- **Weed wipe**

Mrs. Dinnin said that the Clerk asked her if we should obtain the derogation order from the Environment Agency (giving us permission to weed kill on the Lammas) before accepting the Ben Cannon’s quotation.

Mrs. Dinnin contacted the Environment Agency who informed her that they had mislaid their file relating to the Lammas, but could not envisage a problem with granting a derogation order because the work to be done is the same as was carried-out two years ago. They will be in contact with us when they have found the file.

Mrs. Dinnin instructed the Clerk to accept Ben Cannon’s quotation for weed wiping on the Lammas, which she did.

b) Sportsfield

i) Report

Mr. Dunhill did the sportsfield report on the 5th December 2004, the result of which is as follows.

- **Sportsfield:**
 - Condition of grass
 - Litter OK.
 - Dog fouling OK.
 - Netball posts One unchained.
 - General OK.
- **Children’s Play Area:**
 - Condition of surface Good.
 - Litter/Litterbin OK.
 - Large swings OK.
 - Small swings OK.
 - See-Saw OK.
 - Rainbow multi-play and slide OK.
 - Two spring sit-on OK.
 - Teen shelter OK.
 - General Good.
- **Bike ramps area:**
 - Junior Jump OK.
 - Double Ramp OK.
 - Fun Box OK.
- **Community Hall:**
 - General Condition (Exterior) Mud from football.
 - Litterbin OK.
 - Car Park OK.
 - General OK.
- **Multi-Purpose Play Area:**
 - Surface Good.
 - Boundary Fencing OK.
 - Tennis nets OK.
 - Litter In use.
 - General Good – leaves in drainage gullies.
- **Great Innings Play Area:**
 - Equipment OK.
 - Surfaces Good.
 - Litter None.
 - Dog fouling None.
 - Comments Good.
- **Allotments Area:**
 - Access OK.
 - Condition of paths between Allotments Good.
 - Condition of Allotments under cultivation Good.
 - Condition of Allotments not under cultivation OK.
 - Litter None.
 - Comments Good for time of year.
- **Culverts on Mill Lane**
 - Litter and rubbish in and around Culverts None.
 - Dog-fouling None.
 - Comments OK.
- **Salt bins**
 - Perrywood Lane -
 - Entrance to Great Innings OK.
 - Great Innings South – outside number 93 -
 - Station Road -
 - Moorymead Close (2) OK.
 - Hazeldell -

- **Dog-waste bins**

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| Footpath 17 | OK. |
| Sportsfield | OK. |
| Church Walk | OK. |
| Walkern Road | OK. |
| Station Road | - |
| High Street (by Memorial) | OK. |
| Great Innings | OK. |
| Mill Lane | OK. |
| General | - |

- **Goal post holes in sportsfield**

It was agreed that the goal posts should now be permanently erected for the football season.

Action: J. Meischke

- **Ornate village sign and War Memorial**

It was agreed to add the village sign and War Memorial to the monthly.

Action: J. Allsop

- ii) **Weekly report and action**

Mr. Poulton said there was nothing to report from Ted Brown's weekly inspections.

10 Correspondence received

a) **Tewin Parish Council -2005 Inter Parish Conference**

Tewin Parish Council wrote (on 2nd November) to inform us that the Inter Parish Conference is to be held on 21st February 2005 at 1845 in the Tewin Memorial Hall. Likely topics for presentation/discussion are the new Licensing Act, Plotland and possibly Insurance and Rural Transport. An invitation with all the final details of the times and how to get to the venue will be sent out nearer the date.

Mr. Poulton asked Parish Councillors to inform him if they will be attending the meeting.

Action: Parish Councillors

b) **East Herts Council – Meeting dates to present the East of England Regional Plan to Town and Parish Councils**

Mr. Poulton said that Mike Carver, Leader of East Herts Council has written (letter dated 29th November) to inform us that he has arranged a series of meetings to present the East of England Regional Plan to Town and Parish Councils. The Parishes of Bengoe Rural, Sacombe, Stapleford, and Watton-at-Stone will meet on the 18th January at 1930 in the Watton-at-Stone Community Hall.

Mr. Poulton asked Parish Councillors to inform him if they will be attending the meeting.

Action: Parish Councillors

Because we are limited to seating 40 people, the Clerk to write to Bengoe Rural, Sacombe and Stapleford asking them how many of their Parish Councillors will be attending.

Action: J. Allsop

It was agreed that the Parish Council provide tea, coffee, and biscuits at the meeting.

Action: J. Allsop

c) **Hertfordshire Highways – High Street parking problem**

Mr. Poulton read out the following letter (dated 30th November) from Val Weaver (Hertfordshire Highways).

‘High Street, Watton-at-Stone

Parking problems outside Post Office

Thank you for your letter dated 26th November 2004 regarding the above.

As you have stated, there does seem to be a number of traffic issues relating to this section of the High Street which needs to be fully considered. When I met the Parish Council on 8th September 2004 we discussed the need to re-rank the T & E assessment for this location, ready for the February 2005 Joint Member Panel.

Unfortunately, I cannot consider implementing individual measures such as concrete bollards, separate from the T & E candidate. Any scheme needs to fully consider the implication of each proposal and be supported by the community. This can only be done through the design and consultation process.

You will be informed of the re-ranking early in the New Year.’

d) **Watton-at-Stone Tennis Club – Additional Tennis Court**

Mr. Poulton read out the following letter, dated 12th November, from Ian Knight (Chairman of the Watton-at-Stone Tennis Club).

‘Additional Tennis Court

This letter serves to confirm that the Watton-at-Stone Tennis Club will make donations to the Parish Council that will cover the costs the Parish Council incurs for the planning and construction of the additional Tennis Court adjacent to the two existing Multi Purpose Play courts.

The Watton-at-Stone Tennis Club will play the leading role in raising funds to finance the construction of the courts though some funds may be procured through sources available to the Parish Council.

It is assumed the Tennis Club through the Sports and Social Club will have priority of use of the new court which will be restricted to tennis use only.’

e) HCC – Waste Development Plan Consultation

HCC wrote, on 1st December, to thank us for responding to their Waste Development Plan consultation.

f) Hertfordshire Police Authority – Policing Plan 2005/06 and strategic plan 2005/08

Mr. Poulton said that the Hertfordshire Police Authority had written asking for comments on their Policing Plan 2005/06 and strategic plan 2005/08.

It was agreed that Mr. Poulton and Mr. Filer read the document and respond accordingly.

Action: N. Poulton/ D. Filer

g) Watton-at-Stone Cricket Club – 2005 sportsfield grass cutting

Mr. Poulton read out the following letter, dated 12th November, from Wilf Emsley (Watton-at-Stone Cricket Club).

‘Thank you for your letter of 14th October 2004 inviting Watton-at-Stone Cricket Club to provide a quotation to cut the grass on the sportsfield in Watton-at-Stone during the financial season of 2005.

We are very interested in taking up the grass cutting for the sportsfield as we already prepare the cricket square and have a vested interest in maintaining the whole of the field to a high standard. However, we have not had time to fully determine the capital investment we would have to make and to accurately ascertain the ongoing costs of providing this service so we have to decline your offer to provide a quotation on this occasion. Nevertheless, we would appreciate the opportunity of providing a quotation next year.

Many thanks.’

h) Bryan Hammond re The Highways Partnership

Mr. Clark said that Bryan Hammond's response (dated 3rd December 2004) to our concerns over the lack of efficiency of the Highways Partnership was inconclusive and fairly bland.

It was agreed that the letter be placed on circulation.

Action: J. Allsop

i) East Herts Council – Summer Playschemes 2005

Mr. Poulton read out the following letter, dated 3rd December, from Jo Rodwell (Play Officer).

‘Thank you for the return of our deposit less the costs of the repair to the blinds.

I would like to pass on my apologies again for the damage to your site that occurred during the summer playscheme.

I would like to assure you that the comments and suggestions from residents, Councillors and the Parish Council have certainly be taken into consideration for our 2005 scheme.’

11 Reports from other Organisations

• Community Voice meeting

Mr. Filer reported that he attended a meeting of Hertford Community Voice on 25th November 2004 during which two presentations were made. The first covered the Parking plans for Hertford which would bring in reserved parking-places for residents (on payment of a fee) and parking meters for non-residents.

The second presentation was on how the East Herts Council rates budget was formulated. Because no actual figures were available for the Council tax year 2005/06 this was not a very informative presentation, although it was pointed out that 78% of the budget came from the County Council.

• Watton-at-Stone Memorial Hall Management Committee

Mrs. Dinnin said that she attended the AGM of the Watton-at-Stone Memorial Hall Management Committee in place of Mrs. McCash.

- The Watton-at-Stone Memorial Hall Management Committee was re-elected.
- The Watton-at-Stone Memorial Hall Management Committee is financial healthy.
- Quotations are being sort to have tarmac laid on the un-surfaced area of the car park.
- The next meeting of the Watton-at-Stone Memorial Hall Management Committee is on 10th February 2005.

- **Watton-at-Stone School Governors**

Mr. Clark said that the new school constitution, as laid down by the Government, has been approved and will be in place at the beginning of the New Year.

As previously minuted, the new constitution does not require schools to elect a member of their local Parish or Town Council onto the Board of Governors. They do however require Community Governors, one of whom could be a Parish Councillor. Mr. Clark said that, at present, the school would like to continue to have a member of the Parish Council on the Governing Body. He said that his current term of office runs for another two years.

Mr. Clark said that Watton School has been formally accredited with the Hertfordshire Healthy Schools standard following a visit by the County Co-ordinator in November. The school has been pursuing this nationally recognized standard for the past year because it fits closely with the school vision to ‘achieve excellence through an holistic approach to developing every aspect of the individual’.

The school is very proud of this achievement. Mr. Clark to inform the school that the Parish Council’s congratulates them on receiving this award. A notice also to be placed in the Parish News (refer to item 12 Items for Parish News).

Mr. Clark said that copies of the Co-ordinator’s report can be found on the following internet site - www.thegrid.org.uk/learning/healthy or from the school office.

- **Money spinner**

At the request of the Parish Council, Mr. Clark agreed to find out what the money spinner funds are spent on.

Action: C. Clark

- **Watton-at-Stone Sports and Social Club**

Mr. Smith said that, during a recent meeting, there was a request from the Sports and Social Club that the Parish Council provide them with some background information on the costs that were incurred by them in providing the facilities hired by the Sports and Social Club.

The Parish Council discussed the hire charges made to the Sports and Social Club. Mr. Poulton said that our hire charges were not high compared to others in the area. Mr. Knight agreed to generate some information based on the new budget figures for discussion with Mr. Poulton and Mr. Filer before passing it on to the Sports and Social Club.

Action: I. Knight

- **Watton-at-Stone Scout and Guide Group**

Mr. Dunhill said that Scout and Guide Group AGM is to be held on 23rd March 2005.

All of the groups are fully subscribed and the Scout and Guide Group are now allowed to use unqualified helpers on a regular basis.

12 Items for Parish News

The following items to be sent to the Editor of the Parish News for inclusion in the next issue.

- Watton-at-Stone Primary & Nursery School awarded the Hertfordshire Healthy Food standard
- Grant application for work on the Lammas
- Report on visit made by PC Andy Woodward
- East Herts Council meeting to present the East of England Regional Plan to the Parishes
- British Telecommunications announcement that Broadband will be available from 19 January 2005.

Mr. Filer to write the article accordingly.

Action: D. Filer

13 Accounts

Mr. Poulton said that there is one amendment to the accounts under Community Hall, Cheques.

C. Sperring – should be ‘5½ hours cleaning’ not ‘5 hours cleaning’. This has been amended below.

Watton-at-Stone Parish Council

Petty Cash

Receipts

Donation towards photocopying

1.50

0.50

Payments

None

Cheques required

| | | |
|------------------------|--|----------------|
| Ted Brown | 34 hours | 221.00 |
| HCC | Lighting maintenance 1.7.04 – 30.9.04 | 189.74 |
| WAS PCC | Annual donation | 400.00 |
| Watton Service Station | | 3.17 |
| R.N.L.I. | Donation in memory of Michael Allen | 50.00 |
| Derek Monk | Leaf clearance work | 200.00 |
| HCC | Dell computer and software | 555.78 |
| J. Allsop | December salary | 519.27 |
| J. Allsop | Plaque from Concord Trophies for ornate village sign | 50.00 |
| J. Allsop | Phone calls to 3 rd December | <u>25.00</u> |
| | | <u>2213.96</u> |

Cheques received

| | | |
|---------------|-------------------------------|--------------|
| Mr. Lincoln | Allotment rent 2004/05 | 5.00 |
| Football Club | Donation towards line-marking | <u>75.00</u> |
| | | <u>80.00</u> |

Watton-at-Stone Community Hall

Petty Cash

Receipts

| | |
|-------------------------------|---------------|
| Mr. Keen – Main Hall hire | 60.00 |
| N. Stichbury – Main Hall hire | 10.00 |
| Barry Moor – Main Hall hire | 32.00 |
| Floodlighting to 03.1104 | <u>220.00</u> |
| | <u>322.00</u> |

Payments

| | |
|-------------------------------------|--------------|
| Gary Smith – window cleaning - 9/04 | 56.00 |
| VAT return 06/04 | <u>6.79</u> |
| | <u>62.79</u> |

Cheques required

| | | |
|--------------------|--|---------------|
| K. S. Burgess | Install power socket and repair two lights | 80.00 |
| Rose Brown | 26 hours cleaning | 143.00 |
| HCC | Cleaning materials | 61.39 |
| Stevenage Glass | Repair broken window | 75.20 |
| East Herts Council | Return of deposit payment – damage to blinds | 50.65 |
| Customs & Excise | VAT return 10.04 | 125.94 |
| C. Sperring | 5½ hours cleaning at £7 per hour | <u>38.50</u> |
| | | <u>574.68</u> |

Cheques received

| | | |
|----------------|----------------------------------|----------------|
| Mrs. Culver | Pavilion hire | 42.00 |
| Mrs. Bailey | Main Hall | 54.00 |
| Mrs. Bramley | Pavilion hire | 23.50 |
| Community Hall | ½ year grant from Parish Council | 2745.00 |
| Mr. Griffin | Pavilion hire | <u>21.00</u> |
| | | <u>2885.50</u> |

Mr. Knight proposed that the Parish Council approve the above payments, Mrs. Dinnin seconded the motion and all present were in favour.

- The meeting closed at 2150.
- The date for the next Parish Council meeting is Wednesday 12th January 2005.