

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 11<sup>th</sup> October 2006**

Present: Mr. N. Poulton (Chairman) Mr. J. Meischke (Vice-Chairman)  
 Mrs. C. Dinnin Mr. V. Dunhill  
 Mr. I. Knight Mr. M. Smith  
 Mr. D. Stock The Clerk (Mrs. J. Allsop)

Public : Mrs. M. Norman (until 1925)

**1 Apologies for absence**

Apologies were received from Mr. Clark, Mr. Filer and Mrs. McCash.

Mr. Poulton was pleased to report that Mr. Clark is hopeful that he will be able to attend all Parish Council meetings from November onwards.

**2 Public Participation**

- **To receive a petition for the removal of the seat on the Hockerill slope from Mrs. Maria Norman**  
 Mr. Poulton welcomed Mrs. Maria Norman to the meeting.

Mrs. Norman read her letter (dated 19<sup>th</sup> September) requesting the removal of the bench-seat on the Hockerill slope. She also presented a “Petition to remove the bench located on the green at the top of the hill in Hockerill” signed by 82 local residents. A copy of Mrs. Norman’s letter is attached to these minutes. **See attached**

After discussion, Parish Councillors agreed to remove the bench seat and put it in storage within the next 48 hours. If the removal of the seat resolves the problems experienced by the residents, it will be re-sited elsewhere within the village. This item to be reviewed by the Parish Council in six months.

**Agenda: 04/07**

Mrs. Norman left the meeting at 1925.

Mr. Smith agreed to remove the seat on the Hockerill slope for £20 and store it on his farm.

**Action: M. Smith**

**3 Declaration of Interests**

Mr. Smith declared a pecuniary interest in the following items.

- Item 4 b, Review of actions - Provide quotation for the removal of the concrete area around the Teen Shelter and then landscape (on page 2 of these minutes).
- Item 4 b, Review of actions - Speak to Mr. Smith about grass-cutting requirements on Watton Green and the Lammas (on page 3 of these minutes).
- Item 4 b, Review of actions - Provide a quotation for levelling the cleared area of the allotments (on page 2 of these minutes).
- item 8 a, Environment Sub-Committee - Grass cutting and strimming (on page 7 of these minutes).

**4 Chairman's/Clerk's Report**

Mr. Poulton said that he had two additional urgent items.

- **East Herts Council – Homes for Rural Communities**

Sally Smallwood (Housing Development Manager, East Herts Council) has written to invite the Parish Council to the London Commuter Belt Sub-Region’s half-day annual conference on affordable rural housing on Thursday 16<sup>th</sup> November.

Sally Smallwood to be informed that the Parish Council will not be represented at the meeting.

**Action: J. Allsop**

- **E-mail from Ms. A. Peach re metal detecting**

Mr. Poulton read of the following e-mail, dated 8<sup>th</sup> October from Ms. Peach.

‘I live in the village and I am a member of the Herts & District metal detecting Society and the National Council for metal detecting. I would like to know if it would be possible to ask permission to use my metal detector on the bit of land called the Lammas by the river Beane. I will fill in all holes and leave the land as I found it.’

It was agreed to e-mail Ms. Peach informing her that the Lammas is subject to Stewardship Management and therefore we are unable to grant her request.

**Action: J. Allsop**

## 5 Minutes of the last meeting

### a) Acceptance

- **Minutes of the Parish Council meeting held on 13<sup>th</sup> September 2006**

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

Mr. Meischke seconded the motion and all present at that meeting were in favour.

### b) Review of actions

- **Submit application for grant towards flat-screen monitor:** completed.
- **Give Mr. Filer hard copies of the Parish Council minutes and agendas:** completed.
- **E-mail Mr. Clark and Mr. Smith re agendas and minutes:** completed.
- **Provide quotation for the removal of the concrete area around the Teen Shelter and landscape**  
Mr. Smith has provided a quotation of £180 to do the work. Refer to item 8 a, Community Hall Trustees -Replacement see-saw (pages 5 and 6 of these minutes).
- **Ask James Hale to repair the split piece of wood on the MPPA gate**  
James Hale will do the repair work on his return from holiday.
- **After hedge has been cut, inspect the Church Walk re any additional strimming work required**  
The Church Walk hedge has now been cut and Mrs. Dinnin confirmed that an additional strim was now required. Adam Welch has agreed to do the work.
- **Write to Ian Bishop (Hertfordshire Highways) re Hazeldell footpaths:** completed.  
Mr. Stock said that Ian Bishop is currently on long-term sick leave and to date we have not received a formal written update following the meeting that took place on Wednesday 19<sup>th</sup> July between himself, Ian Bishop and representatives of the NRSWA Team, Transco, Skanska and the gang who did the original work in Hazeldell.

Although some additional work has been done, not all the issues raised during the meeting in July have been resolved.

If a response is not received before the Parish Council meeting to be held on 8<sup>th</sup> November, Mr. Stock to write again to Hertfordshire Highways requesting an immediate response to his letter of 21<sup>st</sup> September.

**Action: D. Stock**

- **Provide a quotation for levelling the cleared area of the allotments**  
Mr. Smith has provided a quotation of £50 for levelling the cleared area of the allotments. It was agreed to verbally accept this quotation.
- **Write to Planning Department re 27 High Street (amended scheme):** completed.
- **Order litterbin for Watton Green**  
Mr. Smith has installed the litterbin on Watton Green for £22 plus VAT. Mr. Filer (who empties the bin for the Parish Council) has the key to its lockable liner.
- **Install a post in the gap at Watton Green to stop vehicular access:** completed.
- **Speak to Mr. Paul Summan about the area around the Supermarket and Post Office:** completed.
- **Chase Raj Goutam (Hertfordshire Highways) re Station Road/High Street roundabout and white lining in the High Street and School Lane**

Mr. Poulton read out the following e-mail (dated 10<sup>th</sup> October) from Raj Goutam.

‘You should have received my response dated 1<sup>st</sup> August, which I attach for your information.

On a separate issue, you may have seen that there were some works undertaken opposite the Post Office at the junction of School Lane to deal with a subsidence. I am pleased to inform you and trust that you would advise the PC that this has been repaired and I further took the opportunity to have some drainage works completed. I am hoping to be at this location in the morning to clear the line of any silt etc thereby allowing the water to flow away more easily.’

Letter dated 1<sup>st</sup> August from Raj Goutam.

**‘Re: Road markings**

Thank you for your letter dated 30<sup>th</sup> July 2006.

There is currently an on-going programme of works for road markings and I will add your request to this list. However, before any work is carried out, this will be assessed and prioritised accordingly.

I hope the above deals with your enquiry.’

Mr. Stock said that Raj Goutam’s response does not address the condition of the mini-roundabout at its junction with Station Road and the High Street. Mr. Poulton to raise this issue with Raj Goutam.

**Action: N. Poulton**

- **Invoice all allotment holders and send out new tenancy agreements as required:** completed.
- **Obtain quotations for work in 2007 from all current contractors**  
 Quotations have been received from Ted Brown and Frank Cooper and Son.  
 We are waiting for quotations from Grass Roots, Adam Welch and Bluebury Farm Contractors.  
 The Clerk to chase. **Action: J. Allsop**
- **Submit two claim-forms to Cornhill insurance:** completed.  
 Refer to item 8 a, Community Hall Trustees - Verbal report on meeting held on 10<sup>th</sup> October 2006 (on page 5 of these minutes).
- **Accept David Webster Limited's quotation to replace floodlighting bulbs:** completed.  
 Refer to item 8 a, Recreation and Amenities Sub-Committee - MPPA – bulb changing (on page 7 of these minutes).
- **Speak to Mr. Smith about grass-cutting requirements on Watton Green and the Lammas**  
 Mr. Smith has confirmed that both Watton Green and the Lammas require a flail-cut only, which will cost £210 plus VAT.  
 Mr. Smith said that the frames of the interpretation boards needed re-varnishing. Mrs. Dinnin to speak to Tony Bradford (Countryside Management Service). **Action: C. Dinnin**
- **Give Mrs. Dinnin a copy of the Cottage-site lease**  
 Mrs. Dinnin said that she already had two copies of the Cottage-site lease so she gave one copy back to the Clerk.
- **Write to Tony Bradford re tree work at Watton Green:** completed.  
 Refer to item 8 a, Environment Sub-Committee - Cottage site - specification from Countryside Management Service (on page 7 of these minutes).
- **Ask Ted Brown to strim the nettles around perimeter of the MPPA and the seats on the sportsfield:** completed.
- **Purchase replacement disabled car-park signs:** completed.  
 Mr. Meischke to arrange for the two signs to be laminated. **Action: J. Meischke**
- **Ask Rosemary Brown to sweep the internal storeroom:** completed.
- **Accept Herts Tree Care quotation to pollard the Oak tree opposite 10 School Lane:** completed.  
 The tree is due to be pollarded on the morning of Tuesday 17<sup>th</sup> October 2006.
- **Write to Douglas Moore re request for donation towards his trip to the 2007 World Scout Jamboree:** completed.  
 Mr. Poulton said that he had spoken to Douglas Moore's parents who are delighted that the Parish Council could assist their son. The Parish Council will pay the £50 donation before the end of this financial year (31<sup>st</sup> March 2007). **Agenda: 03/06**
- **Write to Oliver Heald re seat on the Hockerill slope**  
 Mr. Poulton said that he received the petition from Mrs. Maria Norman before he wrote to Oliver Heald. He therefore did not write as instructed during the Parish Council meeting held on 13<sup>th</sup> September, but sent the following letter.  
 'I thank you for your letter of 20th July and I apologise for the delay in replying but I wanted to put the contents of your letter to the September meeting of the Parish Council.  
 The Parish Council debated Mrs. Day's request via yourself and felt that the removal of this seat would not deter the problem with youngsters causing a nuisance to Mrs. Day. It was also felt that it was an ideal point were elderly residents could rest having walked up the Hockerill slope from the High Street.  
 Since the Parish Council meeting I, as Chairman of the Parish Council, have received a petition signed by 82 local residents of Hockerill and the surrounding area requesting the removal of this seat as it is no longer used for residents to rest and is causing problem not only to Mrs. Day but also to a lot of residents who live in the vicinity of this seat.  
 This petition will be debated at the October Parish Council meeting and it is likely, although I can't predict what my fellow Councillors will say, that following receipt of your letter and the petition the seat will be removed.  
 I will write to you after the October meeting which will be held on Wednesday 11th October letting you know the Council's decision.  
 Thank you for your patience in waiting for a response to your letter.'  
 Mr. Poulton to write to Oliver Heald to inform him of the Parish Council's decision about the removal of the seat. **Action: N. Poulton**
- **Write to East Herts Council re Summer Play Scheme and return their deposit payment:** completed.
- **Write to Harvey Fairbrass re residential units for the elderly:** completed.

- **Respond to consultation on Statement of Licensing Principles under Gambling Act 2005:** completed.
- **If required, write to the Chief Constable re Neighbourhood Watch information leaflets**  
Mr. Poulton said that Mrs. McCash received information leaflets for the remaining part of the village without having to resort to writing to the Chief Constable.
- **Write to Mrs. Moles (Glebe Court Residence Secretary) re bonfires and strimming on the allotments:** completed.
- **Write Parish News insert:** completed.

**c) Action points outstanding for more than two months**

- **Arrange for 2005/06 minutes to be bound in book form**  
The Clerk will be taking the 2005/06 minutes to be bound on 16<sup>th</sup> October 2006. **Action: J. Allsop**
- **Chase Raj Goutam re overgrown shrubbery near the Walkern Road bridge**  
Mr. Knight said the work to the overgrown shrubbery is still outstanding.  
It was agreed to ask Raj Goutam for another site meeting to resolve this matter. **Action: I. Knight**

**6 Planning**

**a) Applications**

**i) 27 Lammas Road**

Single storey side extension (with small pitches roof over existing extension) and first floor rear extension

Mr. Knight visited the neighbouring residents and they had no objections to the application.

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

**ii) Unit 1 - 3, Mill Lane, Watton At Stone**

Partial demolition / conversion of existing building into 5 Two storey dwellings

Parish Councillors looked at the plans and agreed that they are a significant improvement on the previous application for this site. 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) 15 Lammas Road**

Single storey rear extension - East Herts Council grant permission

**7 Specific items**

**a) Speeding Traffic**

Mr. Poulton has contacted PC Andy Woodward and been told that a good response has been received from people interested in helping with the speeding programme. PCSOs are currently being trained to use the speed-gun equipment.

**b) Gully cleaning programme 2006/07**

Mr. Poulton said that Hertfordshire Highways have scheduled the inspection and clearance of gullies in Watton-at-Stone during the period 18<sup>th</sup> to 24<sup>th</sup> October 2006. He asked all Parish Councillors to look and see if the gullies in their area are cleared during this period. **Action: Parish Councillors**

**8 Reports**

**a) Sub-Committees**

**Budget & Finance**

In the absence of Mr. Filer, Mr. Poulton reported on the following items concerning the Budget and Finance Sub-Committee.

- **Date for reviewing budget for 2007/08**  
The Budget and Finance meeting will be held on Tuesday 14th November in the Community Hall.  
**Note:** The time of the Budget and Finance Sub-Committee meeting has been changed to 1430.
- **6-monthly statement of accounts for the Parish Council and Community Hall**  
Prior to the meeting, all Parish Councillors were given a copy of the 6-monthly statement of accounts for the period ending the 30<sup>th</sup> September 2006.  
Mr. Poulton read out Mr. Filer's report on the six-monthly statement of accounts.
  - **Community Hall - Income**
    - Hire of main hall is at 45.7%
    - Hire of pavilion is at 26.6%

These figures indicate that we need a drive to get more hirings!

- Income from floodlighting is at 26.0%  
Although this is well below budget we would expect an increase during the next two quarters.

- **Community Hall – Expenditure**

- Wages of the caretaker are well below budget at 37.3%: good value from Rosemary
- Water Charges are at 72.2%
- Electricity Charges are at 65.9%
- Gas Charges are at 74.7%
- Maintenance is at 122.3% (broken windows)
- Play equipment is at 1327.7% (with see-saw costs still to come)  
The high cost of services (water, gas, electricity) is of concern and may well reflect on next year's budget. If we allow for use of 50% of the contingency our overall expenditure is still 66.4% of budget. This is not a disaster but is of some concern.

- **Parish Council – Income**

Not much to comment on except that we have received the total budget for rubbish collection and for Parish-Paths grants.

- **Parish Council – Expenditure**

- We have only spent 34% of sportsfield maintenance budget which allows £660 for the boot-cleaning equipment.
- Lammas and Watton Green Mgt and Land Management General are well underspent.
- Flower Beds & grass cutting are at the 100% level but this is seasonal and expected
- Overall total expenditure is 49.1% and allowing half contingency is 48.4%.

There is no cause for any concern on the Parish Council Budget.

- **Annual Return for the year ended 31<sup>st</sup> March 2006**

Lubbock Fine had signed the Annual Return for the Parish Council accounts for the year ended 31<sup>st</sup> March 2006. Because no additional information was required, Lubbock Fine has submitted an invoice for £250 (plus VAT), which is the minimum fee chargeable for the size of our Parish Council (and the same figure charged for the past three years). This invoice has been paid.

- **East Herts Council estimated Parish Council elections costs for 3<sup>rd</sup> May 2007**

East Herts Council has written to advise us that we need to include an additional figure in the region of £1000 in our budget for election costs in May 2007. This item to be discussed during the Budget and Finance Sub-Committee meeting to be held on 14<sup>th</sup> November 2006.

**Agenda B & F**

## Community Hall Trustees

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

- **Verbal report on meeting held on 10<sup>th</sup> October 2006**

- **Annual electrical-inspection:** completed.
- **Annual gas-inspection:** Delayed by Turners. Mr. Meischke to contact them to find out the new date for the inspection. **Action: J. Meischke**
- **Two insurance claims:** Submitted to Allianz Cornhill, with appropriate invoices and quotations enclosed, for the following.

1. Damage to the car-park wall.
2. Damage to 6 high-level windows, roof tiles, guttering and external decorations

Because of the large variation in the quotations for the repair of the car-park wall, Allianz Cornhill is to send out an independent assessor.

Allianz Cornhill has agreed the repair of the roof tiles, gutter and external decorations but require a like-for-like quotation for the 6 high-level windows which were replaced with polycarbonate instead of toughened glass.

Mr. Meischke to contact Stevenage Glass for a like-for-like quotation and P. J. Roofing re the repair of the roof. **Action: J. Meischke**

- **Replacement see-saw**

Mr. Poulton has obtained a quotation of £3043 from Playground Supplies to supply and fit a new see-saw and make good the damaged safety-surface.

He contacted Claire Pullen (East Herts Council) for funding but was informed that because Watton-at-Stone has already received funding for the street lighting and the electronic scoreboard she would not consider a further grant at this time. However, if funding is still available at the end of the financial year, then she would consider a grant.

UK Villages may be able to grant us £50 towards the see-saw project. A decision will be made on 10<sup>th</sup> November.

Mr. Poulton has spoken to Helen Doubal from the Hertfordshire Community Foundation and grants of £250 to £7000 are available. Ms. Doubal was very keen to help the village and a 100% grant may be possible. She recommended that we include in our application the £180 quotation to remove the concrete area and landscape around the Teen Shelter.

Mr. Poulton to apply for a grant from Hertfordshire Community Foundation accordingly.

**Action: N. Poulton**

- **Community Hall items for consideration for 2007- 2008 budget**

The Community Hall Trustees have identified items to be considered by the Budget and Finance Sub-Committee for the 2007 – 2008 budget.

They will also recommend to the Budget and Finance Sub-Committee that the casual hire-charges for the Community Hall remain unchanged and the Sports and Social Club hire-fee be increased in accordance with the cost of living.

- **L-shaped table and chairs in the Pavilion**

The L-shaped table and chairs in the Pavilion were in a very poor condition and therefore have been taken to the dump. Mr. Meischke has provided a replacement for a price of £20.

- **Clocks**

All the batteries in the clocks have been replaced.

- **Fire regulations**

Mr. Poulton said that because of the new fire regulations we are now required to do a risk assessment for the Community Hall. A responsible person needs to be appointed to carry-out the assessment.

Mr. Poulton and Mr. Meischke prepare a draft risk-assessment for discussion during the Parish Council meeting to be held on 13<sup>th</sup> December 2006.

**Action: N. Poulton/ J. Meischke**  
**Agenda: 12/06**

Mr. Poulton contacted the Hertfordshire Fire Brigade to confirm the number of people that are allowed in the Community Hall. The numbers are based on the size of the rooms and are as follows.

- Pavilion 100 people
- Main Hall 290 people
- Meeting Room 40 people

- **Feedback from meeting held on 26<sup>th</sup> September 2006**

All Parish Councillors have been e-mailed a copy of the 'notes on meeting to discuss advertising of the Community Hall, held in the Community Hall on Tuesday 26<sup>th</sup> September 2006', which are attached to the minutes of the Watton-at-Stone Community Hall Board of Trustees held on 10<sup>th</sup> October 2006.

Parish Councillors approved the following.

- **Parish News advert**

This is to be increased in size by 100%, the diagram of the Community Hall removed and the 'Community Hall' heading made more prominent. The advert to include the opening times, hourly charges and contact details. The additional cost of doubling the size of the advert to be included in the November and December issues is £10.

**Action: I. Knight**

- **Posters**

A5 posters advertising the Community Hall are to be put up in the villages surrounding Watton-at-Stone. The poster includes the picture of the Community Hall used in the Information Sheet plus the opening times, hourly charges and contact details.

Mr. Knight to produce laminated copies of the posters for Mr. Poulton to take to surrounding villages. This will incur a cost for the laminating and the charges made by village shops.

**Action: I. Knight/N. Poulton**

- **Information Sheet**

Mr. Poulton thanked Mr. Stock for all his hard work in designing and producing the Information Sheet. It was agreed that colour copies shall be distributed, via the Parish News, to the parishes of Watton-at-Stone, Waterford, Stapleford and Bramfield.

Verbal quotations to have 2000 colour copies of the Information Sheet produced had been obtained and it was agreed to use Hertfordshire Display (at a cost of £166 including VAT).

The Clerk to arrange for the printing to be done by Hertfordshire Display.

**Action: J. Allsop**

The BSWW Parish News distribution-cost is £10.

## Recreation & Amenities

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

- **MPPA – bulb changing**  
The five floodlighting bulbs have been replaced. However, one of the fuses in the lighting columns needed replacing and there was an additional cost of £50 for Keith Burgess to do this.
- **Boot-bath**  
Mr. Knight said that the footballers like the idea of a boot-bath. However, in reality it is unlikely to be used unless it is a permanent fixture. It is therefore the view of the Community Hall Trustees that it would not be sensible to proceed with having a movable boot-bath made. This was agreed by all present.  
Mr. Knight to inform the Sports and Social Club accordingly. **Action: I. Knight**
- **Additional Tennis Court**  
Mr. Knight said that we are still waiting for the County Archaeologist to send us a specification of the archaeological work needed on this site.
- **Sportsfield hedge cutting**  
The sportsfield hedge has now been cut by Nick Whitehead.

## Environment

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

- **Grass cutting and strimming**  
On the advice of Mr. Smith, both the Lammas and Watton Green have had a flail grass-cut.
- **Cottage site - specification from Countryside Management Service**  
Mrs. Dinnin had received a letter from Tony Bradford identifying the work that is required on the Cottage site. She said that this conflicted with the conversation she had with Mr. Bradford last month and she would therefore be contacting him to clarify the situation.  
Mrs. Dinnin confirmed that the Cottage site was not owned by the Parish Council but leased by us from East Herts Council (the land owners).  
Mrs. Dinnin is to contact Frank Warren to suggest that he offers to donate the pond adjacent to the Cottage site to East Herts Council. **Action: C. Dinnin**  
The Clerk to give a copy of the Cottage site lease to Mr. Poulton. **Action: J. Allsop**
- **Trees on Lammas**  
Adam Welch has cut-back and cleared the damaged Willow tree on the Lammas adjacent to Mill Lane. Some further work is needed to some of the trees on the Lammas. Mrs. Dinnin to ask Adam Welch to inspect and quote for any work required. **Action: C. Dinnin**
- **Parish Paths Partnership**  
Mr. Dunhill has met with Parish Paths Partnership and the HCC Rights of Way Officer to agree the work required in Watton-at-Stone for the next financial year.

## b) Sportsfield

### i) Report

Mr. Stock completed the sportsfield report on the 9<sup>th</sup> October 2006, the result of which is as follows.

- **Sportsfield:**

Condition of grass	OK.
Litter	None.
Dog fouling	OK.
General	Looking good, litter bin next to 'Jack Turner' seat dropped to base of pole.
- **Children's Play Area:**

Condition of surface	All OK apart from see-saw.
Litter/Litterbin	None/OK.
Large swings	OK.
Small swings	OK.
See-Saw	OK, but surface split and lifting near centre of the equipment.
Rainbow multi-play and slide	OK.
Two spring sit-on	OK.
Teen shelter	OK.
General	Looks good.
- **Bike ramps area:**

Junior Jump	OK. }
Double Ramp	OK. } No sign of use.
Fun Box	OK. }
<b>• Community Hall:</b>	
General Condition (Exterior)	Doors now OK. One floodlight smashed. Covers missing from extractor vents. Vent torn off one pavilion window. Trim missing from top of pavilion door and nails sticking out.
Litterbin	OK.
Car Park	OK.
General	OK, apart from its attraction to vandals.
<b>• Multi-Purpose Play Area:</b>	
Surface	OK.
Boundary Fencing	Kicker board needs re-fixing in far left-hand side corner.
Tennis nets	OK.
Litter	None.
General	OK.
<b>• Great Innings Play Area:</b>	
Equipment	OK.
Surfaces	OK.
Litter	None bin in use.
Dog fouling	None.
Comments	Looks good, but 7 new trees have been broken and need to be replaced.
<b>• Allotments Area:</b>	
Access	OK.
Condition of paths between Allotments	} Variable, but to be expected this time of year.
Condition of Allotments under cultivation	}
Condition of Allotments not under cultivation	Overgrown, nettles etc.
Litter	OK.
Comments	OK for this time of year.
<b>• Culverts on Mill Lane</b>	
Litter and rubbish in and around Culverts	OK.
Dog-fouling	OK.
Comments	Area overgrown. No access available.
<b>• Salt bins</b>	
Perrywood Lane	Full.
Entrance to Great Innings	Full, slight damage to lid.
Great Innings South – outside number 93	Full.
Station Road	Full.
Moorymead Close (2)	Full. Damaged lid on bin at the Station Road entrance to Moorymead Close.
Hazeldell	Full.
Footpath 17	Full.
<b>• Dog-waste bins</b>	
Footpath 17	OK.
Sportsfield	OK.
Church Walk	No lid. Open to view. Unpleasant.
Walkern Road	No lid. Open to view. Unpleasant.
Station Road	No lid. Open to view. Unpleasant.
High Street (by Memorial)	No lid. Open to view. Unpleasant.
Great Innings	OK.
Mill Lane	OK, but some dog-fouling close by!
Opposite 5 School Lane	OK.
<b>• War Memorial</b>	
Comments	Needs a tidy-up before Memorial Service in November.
<b>• Ornate Village Sign</b>	
Comments	Looks Good.

- **General Comments** Church hedge now cut in Church Walk but nettles still a big problem.

- **Salt bins**  
It was agreed that Hertfordshire Highways should be asked to repair the broken lids on the two salt bins.  
**Action: J. Allsop**

ii) **Weekly report and action**

There was nothing to report from Ted Brown's weekly inspections.

**9 Correspondence received**

**a) Letter from Rodney Ranzetta re Parish News**

Mr. Poulton said that Rodney Ranzetta had written to inform the Parish Council that the Parish News has now been separated financially from the Parochial Church Council within the benefice. Therefore, any future donations need to be made out to the BSWW Parish News (BSWW stands for Bramfield, Stapleford, Waterford and Watton-at-Stone).

It was agreed that the Parish Council donate £300 (the amount already agreed in our budget for 2006/07) towards the running cost of the Parish News.  
**Action: J. Allsop**

**b) Watton-at-Stone Cricket Club re electronic scoreboard**

Rob Clayton (Chairman, Watton-at-Stone Cricket Club) wrote on 24<sup>th</sup> September to inform us that they have taken delivery of the new electronic scoreboard and it was used during the last match of the current season.

**c) Letter from Lisa Mannall (Headteacher Watton-at-Stone Primary & Nursery School)**

Mr. Poulton e-mailed a copy of the following letter (dated 12<sup>th</sup> September) from Lisa Mannall to all Parish Councillors.

'As you are aware the school is currently undergoing building work to provide a Foundation Stage unit. Subsequently, this will make the Nursery building available for Watton-at-Stone Pre-School.

Whilst the contractors are on site the school has lost the use of both its netball and basketball courts. We are very keen to maintain our two netball teams this year and keep the children interested in the sport.

In addition to the government commitment for all children to participate in at least two hours of sport a day, this is our year six's last opportunity to represent their school and village.

In order to continue to offer netball for years 2 - 6, as an extra curricular activity, please may we have use of the tennis courts on the meadow? We would need them from 3.30 p.m. - 4.30 p.m. on a Monday and a Wednesday.

I have spoken to Ian Vosper who is happy for us to use the court on a Wednesday, prior to tennis lessons starting at 4.30 p.m.

Thank you for considering our request.'

Parish Councillors agreed, via e-mail, that the school could use the MPPA (tennis court) facilities as requested whilst contractors are building the new Foundation Stage Unit at the Watton Primary and Nursery School. Mr. Poulton wrote to Lisa Mannall on 20<sup>th</sup> September informing her of the Parish Council's decision.

**d) East Herts Council – Rural Parish Conference – 23<sup>rd</sup> November 2006**

Mr. Poulton is to attend this conference.

The Clerk to e-mail details of the conference to all Parish Councillors.

**Action: J. Allsop**

Parish Councillors to inform the Clerk if they also wish to attend the conference. **Action: Parish Councillors**

**e) Letter from River Beane Restoration Association**

Dave Stimpson (Chairman of the River Beane Restoration Association) wrote on 29<sup>th</sup> September to request a donation from the Parish Council towards the running costs of the association. It was agreed to donate £25.

**Action: J. Allsop**

**f) East Herts Council re distribution lists for agendas, notices etc**

Mr. Poulton read out the following e-mail (dated 6<sup>th</sup> October) from Lorraine Blackburn of East Herts Council.

'I've received a request from Bayford and Great Amwell Parish Councils requesting that they be removed from all distribution lists for agendas, notices etc on the basis that these are available on the web for browsing.

Would you please let me know if you also wish to be removed from our lists? If I do not hear from you, I will assume that you wish to continue with the current arrangements.'

It was agreed to e-mail Lorraine Blackburn informing her that the Parish Council wish to be removed from all distribution lists.

**Action: J. Allsop**

## 10 Reports from other Organisations

- **Watton-at-Stone Neighbourhood Watch**

In the absence of Mrs. McCash, Mr. Poulton reported that the meeting of the Neighbourhood Watch co-ordinators held on Monday 9th October was very successful. Over twenty co-ordinators attended the meeting which was chaired by Mrs. McCash. PCSO Paul Weston represented the police.

It was felt by all present that the scheme was now a great success, after a few teething problems at the outset, and thanks was given to Mrs. McCash for all her hard work in getting the scheme up and running. Co-ordinators were still required in some parts of the village, namely Moorymead Close, Great Innings and Motts Close.

It was agreed that the co-ordinators meetings should be held every six-months and that the Chief Constable be invited to the next meeting.

- **Watton-at-Stone Allotment & Garden Association**

Mr. Poulton said that Phil Moore (Chairman of the Watton-at-Stone Allotment and Garden Association) has suggested that the Parish Council produces an allotment application form for future tenants. The form to include a box asking if the applicant wants their details passed to the Allotment and Gardeners Association or not. Parish Councillors agreed this was a good idea.

Mr. Poulton to produce the application form.

**Action: N. Poulton**

## 11 Items for Parish News

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

- Bench seat on Hockerill slope
- Annual Return of the Parish Council accounts for the year ended 31<sup>st</sup> March 2006
- Gully emptying-programme

The Clerk to write the entries accordingly.

**Action: J. Allsop**

Mr. Poulton said that the gully opposite the Post Office had been cleared by Hertfordshire Highways.

## 12 Accounts

### Watton-at-Stone Parish Council

#### Petty Cash

#### Receipts

Community Hall re planning application	135.00	Payments	
		5 reams of copy paper	<u>10.99</u>
			<u>10.99</u>

#### Cheques required

D. W Hosting & Design	Electronic scoreboard	4993.75
Lubbock Fine	Annual audit	293.75
Glasdon UK limited	1 litterbin with galvanised lockable liner	62.54
J. Allsop	Stamps + phone charges to 3.10.06	58.09
Ted Brown	32 hours litterpicking	208.00
J. Allsop	October salary	559.05
St. Albans Diocesan Board	Glebe rent for MPPA land	90.00
Ted Brown	Strimming on the sportsfield	70.00
Post Office Limited	H M Customs & Excise – Tax and NI	179.28
Frank Cooper and Son	Grass cutting in September	126.90
N. J. Whitehead	Sportsfield hedge cutting	<u>376.00</u>
		<u>7017.36</u>

#### Cheques received

Mary and John Phillips	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	32.50
Michael Inman	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	39.00
Carla Blunt	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
Muriel Haig-Smith	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	13.00
Alan Tucker	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
Ivan Beadle	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
Roger Green	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	13.00
James Knight	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	26.00
Nicki Smith	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
David & Frances Sharratt	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
Mr. John Bunyan	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	6.50
Pat Hawkins	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	13.00
Phil Moore	Allotment rent 1 <sup>st</sup> October 2006 to 30 <sup>th</sup> September 2007	13.00
		<u>188.50</u>

**Watton-at-Stone Community Hall**

**Petty Cash**

**Receipts**

Floodlighting to 13/09/06	100.00
Jim Keen – Main hall hire	50.00
Gill Gilbey – Main Hall hire 4/9/06	<u>10.00</u>
	<u>160.00</u>

**Payments**

Parish Council re planning application	135.00
HCC – Cleaning materials	<u>12.34</u>
	<u>147.34</u>

**Cheques required**

HCC	Cleaning materials	48.56
Rosemary Brown	24 hours cleaning at the Community Hall	144.00
East Herts Council	Return of summer playscheme deposit	100.00
Keith Burgess	MPPA floodlighting - replace fuse	50.00
Keith Burgess	Annual inspection plus repairs	150.00
M. Taylor	External decoration required after vandalism	140.00
J. Phillips	5/9/06 – 5/10/06	30.00
BSWW Parish News	Additional cost for double advert for November and December	<u>10.00</u>
		<u>672.56</u>

**Cheques received**

Louisa Bailey	Main hall hire	<u>119.25</u>
		<u>119.25</u>

**Note:**

There were three errors in the September accounts.

- Frank Cooper invoice was for £199.75 and not £62.00 (which related to the line-marking part of the invoice only)
- HCC – cleaning materials = £48.56 is a Community Hall expenditure not a Parish Council one.
- Mr. and Mrs. Emsley donation towards electronic scoreboard for £4250 is a Parish Council income not a Community Hall one.

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

**Street-lighting out in the village**

The following lights are not working in the village and need reporting to Hertfordshire County Council on-line faults.

- Lamppost at far end of Beane Road
- Lamppost opposite George and Dragon
- Roundabout sign at Station Road/High Street roundabout.

**Action: N. Poulton**

- **The meeting closed at 2056.**
- **The date for the next Parish Council meeting is Wednesday 8<sup>th</sup> November 2006.**