

## Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 18<sup>th</sup> December 2007

Present: Mr. N. Poulton (Chariman) Mr. C. Clark  
Mrs. C. Dinnin Mr. D. Filer  
Mr. I. Knight Mr. D. Stock  
The Clerk (Mrs. J. Allsop, until 2045)

Public: Lif Bishop (until 1938)  
Peter Allsop (until 2045)

### 1 Apologies for absence

Apologies for absence were received from Mr. Harris, Mrs. McCash, Mr. Meischke and Mr. Smith.

### 2 Public Participation

Mr. Poulton welcomed the following people to the meeting.

- Lif Bishop, who (under item 5) will give a presentation on her role as the Children's Centre and Extended Schools Manager.
- Peter Allsop, who (under item 8d) will show Parish Councillors the design for the new Watton-at-Stone website.

### 3 Declaration of Interests

Mrs. Dinnin declared a personal interest in item 6 b, Review of actions - Speak to Mr. Abel Smith about overgrown hedge opposite Community Hall.

### 4 Chairman's/Clerk's Report

Mr. Poulton had one additional urgent item for this meeting.

- **Theft of dogs**  
Mr. Poulton reported that there had been two incidents of dogs being stolen from vehicles. Dog owners should be extra vigilant and not leave dogs unaccompanied or in unlocked vehicles.

### 5 Presentation by Lif Bishop, Children's Centre and Extended Schools Manager

Mr. Poulton invited Lif Bishop to give her presentation to the Parish Council.

Lif Bishop explained the role of the Beane Valley Children's Centre and Extended Schools Consortium and gave each Parish Councillors a handout on the subject, a copy of which is attached to these minutes.

(See attached)

Mr. Poulton said that the Community Hall facilities could be hired for the Parenting-Support courses. Lif Bishop said she would like to use the facilities.

A question and answer session then took place.

Mr. Poulton invited Lif Bishop to give the Parish Council an update on how things were progressing in approximately 12 - 18 months time.

Lif Bishop left the meeting.

### 6 Minutes of the last meeting

#### a) Acceptance

- **Minutes of the Parish Council meeting held on 20<sup>th</sup> November 2007**

The following amendment was made to the minutes of the meeting.

- Page 5, item 9 a, Budget and Finance Sub-Committee - Monthly accounts,

Penultimate line 'Grassroots - Leaf clearance work - 200.00'

Final line - '2324.34'

Should read

'Grassroots - Leaf clearance work - £235.00'

Final line - '2359.34'.

- Page 4, item 7a ii, Planning application – 16 Moorymead Close, first bullet.

'The meeting closed to allow Paul Divine'.

Should read

'The meeting closed to allow Paul Devne'.

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

**b) Review of actions**

- **Write to British Telecom requesting replacement telephone box for the High Street:** completed.  
Refer to item 10 e, Correspondence received - BT Payphones - e-mail re replacement telephone box for the High Street.
- **Report blocked gully in Perrywood Lane to Hertfordshire Highways:** completed.  
Because this gully constantly fills up with debris, Mr. Poulton said that it is unlikely that Hertfordshire Highways will do anything apart from monitoring the situation.
- **Contact Mr. and Mrs. Aknai re items to be included in the Parish Paths Partnership grant application**  
Mr. Stock said he sent an e-mail to Mr. and Mrs. Aknai, but they did not reply. On her return from holiday, Mrs. Dinnin told Mr. Stock that she had already completed this action point some time ago but forgot to report it.
- **Write to planning department re 16, Moorymead Close (3/07/2342/FP/HS):** completed.
- **Write to planning department re 117-119, High Street:** completed.
- **Give a copy of the draft budgets to all Parish Councillors prior to the Budget and Finance Sub-Committee:** completed.
- **Complete and return the Zurich application form:** completed and waiting for a response.  
The Clerk to chase in the New Year. **Action: J. Allsop**
- **Remove damaged section of Community Hall car-park brick wall and install a new metal gate-post:** completed.
- **Accept Corbett Brickworks quotation to repair the brick wall:** completed.  
The work will be done this weekend (22<sup>nd</sup> and 23<sup>rd</sup> December).
- **Obtain new Badminton Court tape for Main Hall**  
Refer to item 9 a Community Hall Trustees - White lining in Main Hall.
- **Try to cancel leaf-blower order with Doe Sport**  
Refer to item 9 a, Recreation and Amenities Sub-Committee - Purchase of leaf blower.
- **Accept Blue Bury Contractors' quotation to clear encroachment on Watton Green:** completed.
- **Accept Blue Bury Contractors' quotation to remove barrier from Church Walk and relocate it on Watton Green:** completed.
- **Speak to Mr. Abel Smith about overgrown hedge opposite Community Hall**  
Mr. Filer said he had not spoken to Mr. Abel Smith about the hedge.  
Mrs. Dinnin said that her daughter is the new tenant of one of the properties concerned and for personal reasons would be unable to do anything about cutting back her section of the hedge in the near future.  
It was agreed that Mr. Filer's action point is removed, although he will speak to Mr. Abel Smith about the problem next time he sees him.
- **Provide a quotation for the treatment of the nettles on the Lammas in spring 2008**  
Refer to item 9 a, Environment Sub-Committee - Lammas - Nettles.
- **Ask Fred Burnell to deal with the Mole problem on the sportsfield:** completed.  
Fred Burnell agreed to deal with this problem over a three-week period and at a cost of £75.
- **E-mail Trevor Waldoock (East Herts Council) asking him to inspect Great Innings play area re missing turf:** completed.  
Mr. Poulton said that during his 'village-report' inspection of the Great Innings play area on 15<sup>th</sup> December, he noted that all the areas in question had been filled in.
- **Write to East Herts Council to accept electronic version of planning applications:** completed.
- **Send payment reminder to an allotment holder**  
Payment was received from the allotment holder concerned and this action point was cancelled.
- **Write draft response to Go-East letters:** completed.  
A copy of the response to be put on circulation. **Action: J. Allsop**
- **Write an entry about the Watton-at-Stone Village Guide for the January 2008 issue of the Parish News:** completed.
- **Print 'Exclusion of Press and Public' minute on yellow paper:** completed.  
Mr. Poulton gave a copy of the minute to all Parish Councillors present.

The Clerk to give a copy of the minute to the four Parish Councillors who were not present at the meeting.

**Action: J. Allsop**

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

- **Complete and return Alliance & Leicester change-of-signature forms for the Parish Council accounts**

Mr. Poulton said he and the Clerk agreed not to send the Alliance & Leicester forms until after the Christmas period (to avoid them getting lost in the post).

**Action: J. Allsop**

- **Obtain quotation from G. H. Attenborough & Co re annual audit of the Parish Council account**

During the Budget and Finance Sub-Committee meeting held on 26<sup>th</sup> November, Mrs. McCash reported that H. Attenborough & Co had declined to give us a quote for doing the annual audit of the Parish Council accounts.

- **Re-fix footpath notice in Mill Lane to its post**

Mr. Poulton and Mr. Meischke will do this during the weekend of 22<sup>nd</sup>/23<sup>rd</sup> December.

**7 Planning**

**a) Applications**

None.

**b) Decisions**

None.

**8 Specific items**

**a) Watton-at-Stone Neighbourhood Watch**

Mrs. McCash was not present to update the Parish Council on the Neighbourhood Watch Scheme's crime-reporting system. The main concern has been that the coordinators are not receiving e-mails from Jill Dockley (Hertfordshire Police) informing them of crimes that have occurred in their areas.

It was agreed that if Mrs. McCash wants to write to the Chief Constable concerning these problems, then she has the Parish Council's blessing. The Clerk to inform Mrs. McCash accordingly.

**Action: J. Allsop**

**b) Electoral Register**

Mr. Poulton said that the latest version of the Electoral Register for Watton-at-Stone is now available to all Parish Councillors via the Clerk. He reminded the members present that the register must be used for Parish Council business only and they cannot let it be seen by anyone else or pass information contained therein to another party. This is because of the Data Protection Act.

Any Parish Councillor wanting a copy of the Electoral Register must e-mail the Clerk accordingly.

**c) Overhanging foliage along the wall of the Doctor's Surgery garden**

Mr. Poulton said that the foliage had still not been cut back.

It was agreed that, unless Mrs. McCash had an objection, the Parish Council writes to the Doctor's Surgery to request that the foliage is cut back as soon as possible.

The Clerk to contact Mrs. McCash before writing to the Doctor's Surgery.

**Action: J. Allsop**

**d) Watton-at-Stone website**

Peter Allsop (the Clerk's Son) presented the work he had done to-date on his design for the new Watton-at-Stone website. Parish Councillors present at the meeting were happy with the design so far. The banner at the top of the page was discussed and Peter thought that a watercolour image of the village would be appropriate.

Mr. Stock suggested that the watercolour banner includes the images contained on the Ornate Village Sign.

This was agreed. The Clerk to contact Don Chandler to ask him if he would be willing to do the watercolour for the webpage.

**Action: J. Allsop**

It was agreed that the Clerk investigate the availability of appropriate domain names.

**Action: J. Allsop**

- **Credit card**

The Clerk said that she had used her credit card on several occasions to make payments on behalf of the Parish Council and the Community Hall (e.g. most recently for internet payments for the new Watton-at-Stone website server and the Badminton-court tape and tape-laying machine).

It was agreed to investigate obtaining a credit card for the Parish Council and Community Hall.

**Action: D. Filer/J. Allsop**

This item to be placed on the agenda for the January 2008 Parish Council meeting, under Budget and Finance Sub-Committee.

**Agenda: 01/08**

**e) Clean and tidy around the Village Pump**

Mr. Poulton said that the area around the Village Pump is looking very tatty.

Mr. Clark said that he thought the school had agreed to make and maintain a garden around the Village Pump. Mr. Poulton said that the school did come up with designs for a garden, but it never progressed any further than the design stage. Mr. Stock recalled that there were some issues concerning health and safety.

It was agreed to ask Ted Brown to inspect and tidy the area on a regular basis.

**Action: N. Poulton.**

**9 Reports**

**a) Sub-Committees**

**Budget & Finance**

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

• **Monthly accounts**

**Watton-at-Stone Parish Council**

**Petty Cash**

**Receipts**

Ann Moray - Allotment rent 2007/08  
Village Guides

8.00  
6.00  
14.00

**Payments**

Velcro mini dots

11.80  
11.80

**Cheques required**

T. Brown	32 hours litterpick	224.00
Blue Bury Contractors	Grass cutting on Watton Green and the Lammas	587.50
J. Allsop	November salary	579.63
J. Allsop	Payment to Siteground - Server for Watton Website (2 years)	<u>71.50</u>
		<u>1462.63</u>

**Cheques received**

None

**Watton-at-Stone Community Hall**

**Petty Cash**

**Receipts**

Floodlighting to 16.10.07  
Jim Keen – Main hall hire  
Vicki Faulkner  
Watton Dots & Tots – Pavilion hire  
Gill Gilbey - Main Hall

505.00  
90.00  
58.50  
42.00  
10.00  
705.50

**Payments**

John Phillips

47.00  
47.00

**Cheques required**

Rosemary Brown	24 hours cleaning	156.00
Jane Allsop	Payment to Maudesport – Badminton tape and liner	<u>57.00</u>
		<u>213.00</u>

**Cheques received**

Watton Dots and Tots	Main Hall and Pavilion hire	37.50
Tennis Club	Donation towards cost of strimmer	<u>178.72</u>
		<u>216.22</u>

Mrs. Dinnin proposed that the Parish Council approves the above payments. Mr. Clark seconded the motion and all present were in favour.

• **Approval of minutes of meeting held on 26<sup>th</sup> November 2007**

The following amendment was made to the minutes of the meeting.

Page 1, item 5, Quotations received from contractors

‘Sportsfield quotations for 2007’ should read ‘Sportsfield quotations for 2008’

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

• **Budget 2008/2009 and recommendation from the meeting held on 26<sup>th</sup> November 2007**

Prior to the meeting, all Parish Councillors were given a copy of the draft budget-figures for 2008/2009.

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 26<sup>th</sup> November and alterations made where necessary.

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

- Community Hall hourly-rates remain the same as they are now.
- The Sports & Social Club hire-charge to be increased from £2,300 to £2,400.
- The allotment rent stays at the current rate of £16 per full allotment and £8 for one half of an allotment.
- Frank Cooper and Son Limited's quotation of £39 per cut, to gang-mow the sportsfield grass only be accepted.
- Frank Cooper and Son Limited's quotation of £66 to set out using a line indicator and over-mark one full-size football pitch be accepted. (The net cost of the line-marking is reimbursed by the Sports and Social Club.)
- Ted Brown's verbal quotation of £30 per cut for additional work on the sportsfield and £60 to prune the Community Hall garden once a year.
- Blue Bury Contractors quotation for grass cutting work on the Lammas and Watton Green be accepted (price remains the same as last year):
 

To cut twice and remove operations as required	£997.50	(plus VAT)
Flail cut option	£210	(plus VAT)
- Adam Welch's quotation of £2,500 for leaf clearance, flowerbed maintenance and grass cutting.  
Mrs. Dinnin said that Adam Welch had verbally quoted £20 for cutting back Footpath 18 from Church Walk to Church Lane (price per cut). This work to be done as and when required.
- Bob Adams quotation of £860 for exterior decoration work on the car-park side and main entrance and School Lane sides of the Community Hall building be accepted.
- Hugh McAlpine's quotation of £1630 to clean and repair the War Memorial be accepted.

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

The Clerk to write to all contractors and the Sports and Social Club accordingly. **Action: J. Allsop**

• **Employees and self-employed remuneration**

The following self-employed remuneration was agreed.

- Ted Brown's pay to be increased from £7.00 to £7.25 per hour.
- Rosemary Brown's pay to be increased from £6.50 to £7.00 per hour.
- The Clerk's remuneration to be discussed at the end of the meeting after she has left.

• **Precept 2008/2009**

Mr. Filer proposed that the Parish Council agrees a Precept of £27,935 and that the Precept forms be duly completed and returned to East Herts Council. Mr. Knight seconded the motion and all present were in favour. **Action: J. Allsop**

• **Buildings Valuation**

Mr. Filer said that the Memorial Hall had recently been valued at £450,000. He felt that the Community Hall, which is currently insured for £500,000, was probably undervalued.

Mr. Poulton agreed to investigate the cost of having a valuation done on the Community Hall.

**Action: N. Poulton**

**Community Hall Trustees**

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

• **Damaged brick wall**

Mr. Smith has removed the damaged section of the brick wall and installed a new metal gate-post.

Corbett Brickworks will be repairing the brick wall this weekend (22<sup>nd</sup> and 23<sup>rd</sup> December).

• **Bench seat on Sportsfield**

Nothing further to report.

• **Acoustics**

Mr. Eddie Turner (Prism Displays) has all the free-standing panels in his workshop and needs to arrange delivery to the Community Hall. This will enable Parish Councillors to assess what affect they have on

the acoustics problem in the Main Hall. This will be a useful exercise before any further commitments are undertaken.

- **Internal decorations**

Bob Adams did the first coat of paint in the Pavilion last week. He will do a final coat on Thursday 20<sup>th</sup> December.

- **White lining in Main Hall**

Five rolls of Badminton-court tape and a tape-laying machine are on order from Maudesport.

Mr. Stock will arrange to lay the new tape in due course.

**Action: D. Stock**

- **Main Hall windows**

Mr. Stock said that the high-level windows on one side of the Main Hall do not close properly and we are therefore losing heat.

It was agreed to investigate the cost of having the window-closing problem resolved and at the same time replacing the broken strip-lights on the ceiling.

**Action: N. Poulton**

## Recreation & Amenities

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

- **Sportsfield development**

In early 2008, the Parish Council expects to receive the Glebe Committee's decision re its request to lease additional land for sporting facilities.

- **Purchase of leaf blower**

Mr. Knight said that he was unable to cancel the order with Doe Sport and has informed Mr. Harris (who offered to donate his leaf blower free of charge) accordingly. The Tennis Club has sent the Community Hall Trustees a donation of £178.72.

## Environment

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

- **Watton Green - installation of barrier**

Blue Bury Contractors have not yet installed the barrier on Watton Green. However, they have removed it from its former location at Church Walk. The encroachment work on Watton Green has not yet been done.

- **Tree planting on the Cottage Site**

Tony Bradford has not been in contact re the purchase of trees for the Cottage Site.

Mrs. Dinnin to chase.

**Action: C. Dinnin**

- **Lammas**

- **Nettles**

Mr. Smith (Blue Bury Contractors) has e-mailed a quotation of £60 for the treatment of the nettles on the Lammas in spring 2008.

It was agreed to write and accept Blue Bury Contractors quotation.

**Action: J. Allsop**

- **Chippings on footpath and gateway**

Adam Welch (Greenwood Tree Care) has an excess of logs and chippings. He has asked if the Parish Council would allow him to put down some chippings along the Lammas footpath. This was agreed.

Mrs. Dinnin to notify Adam Welch accordingly.

**Action: C. Dinnin**

If anyone is interested in having logs, Adam Welch can provide them free of charge. They would need to be seasoned for a year or two before they could be used as fire wood.

## b) Routine reports

- i) **Fire-alarm test**

The fire-alarm was tested before the start of the meeting.

- ii) **Monthly village-report**

Mr. Poulton completed this report on the 15<sup>th</sup> December 2007, the result of which is as follows.

- **Sportsfield:**

Condition of grass

Good, but soil showing where the lines are.

Litter

None.

Dog fouling

None.

General

Excellent.

- **Children's Play Area:**

Condition of surface

Good.

Litter/Litterbin

Empty.

Large swings	Good.
Small swings	Good.
See-Saw	Good.
Rainbow multi-play and slide	Graffiti on inside.
Two spring sit-on	Good.
Teen shelter	Good.
General	Good.
<b>Bike ramps area:</b>	
Junior Jump	Good.
Double Ramp	Good.
Fun Box	Good.
• <b>Community Hall:</b>	
General Condition (Exterior)	Good.
Litterbin	Empty.
Car Park	Drain needs clearing.
General	Good.
• <b>Multi-Purpose Play Area:</b>	
Surface	Good.
Boundary Fencing	Good.
Tennis nets	Good.
Litter	None – except pair of gloves.
General	Good.
• <b>Great Innings Play Area:</b>	
Equipment	New piece of equipment.
Surfaces	Good - holes filed in.
Litter	None.
Dog fouling	None.
Trees	OK.
Comments	Good.
• <b>Allotments Area:</b>	
Access	Good.
Condition of paths between Allotments	Good.
Condition of Allotments under cultivation	Reasonable.
Condition of Allotments not under cultivation	Overgrown.
Litter	None.
Comments	Good.
• <b>Culverts on Mill Lane</b>	
Litter and rubbish in and around Culverts	None.
Dog-fouling	None.
Comments	OK.
• <b>Salt bins</b>	
Perrywood Lane	OK.
Entrance to Great Innings	OK.
Great Innings South – outside number 93	OK.
Station Road	OK.
Moorymead Close (2)	OK.
Hazeldell	OK.
Footpath 17	OK.
• <b>Dog-waste bins</b>	
Footpath 17	OK.
Sportsfield	OK.
Church Walk	OK.
Walkern Road	OK.
Station Road	OK.
High Street (by Memorial)	OK.
Great Innings	OK.
Mill Lane	OK.
Opposite 5 School Lane	OK.
<b>War Memorial</b>	
Comments	Good.
<b>Ornate Village Sign</b>	

Comments Good.  
Post Good.

- **Football pitch line-marking**

Mr. Poulton said that the grass is dead and the soil is visible where the line marking has been laid on the football pitch.

- **Graffiti on Rainbow multi-play and slide**

Mr. Poulton said that Bob Adams will paint over the graffiti in spring 2008.

- **Car-park drain**

Ted Brown to be asked to clear this.

**Action: N., Poulton**

**iii) Weekly sportsfield-report and action**

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

## 10 Correspondence received

**a) Hertfordshire Police Authority – Policing Plan 2008-2011**

Mr. Filer said that he had looked at the Policing Plan and approved of the main issues. However, it does not include anything on distraction burglaries or concerns for the safety of the elderly. Mr. Filer said that he would like Mrs. McCash's comments, from a Neighbourhood Watch point of view, on the plan before he drafts his reply for the Parish Council. This was agreed.

Mr. Poulton to pass the Policing Plan to Mrs. McCash for her comments. **Action: N. Poulton/H. McCash**

**b) Hertfordshire County Council – Road Improvements – A602**

Mr. Poulton read out a letter, dated 3<sup>rd</sup> December, from Rob Smith (Assistant Director, Transport Management, Hertfordshire County Council). This again outlined the reasons why the work did not proceed and suggested a hope that improvements could be made at some time in the future, subject to finance being made available.

**c) River Beane Restoration Association – Environmental Improvement**

Mr. Poulton read out a letter, dated 1<sup>st</sup> December, from Dave Stimpson (Chairman, River Beane Restoration Association) outlining the current work that is being done to improve the flow of the River Beane and asking for a donation of £25 towards their running costs.

Mr. Poulton proposed that we make a donation of £25. Mr. Filer seconded the motion and all present were in favour.

**Action: J. Allsop**

**d) East Herts Council – Street Naming and Numbering**

All Parish Councillors were e-mailed a copy of the East Herts Council policy on Street Naming and Numbering prior to the meeting. Parish Councillors present at the meeting agreed the policy.

The Clerk to write to East Herts Council informing them that the Parish Council has no comment.

**Action: J. Allsop**

**e) BT Payphones – e-mail re replacement telephone box for the High Street**

Mr. Poulton read out the following e-mail, dated 30<sup>th</sup> November, from Josephine Brown (BT Payphones, Customer Service Advisor).

'I have received your letter dated 22/11/07 concerning your enquiry for the replacement K6 kiosk. The fault report for the replacement kiosk is still open with our engineering department. Unfortunately it may some months before a kiosk can be re-installed.

The notes on the fault report state we are awaiting for kit (phone) and kiosk, these would have been ordered and will be awaiting their arrival at our stores. At this time, I do not have any further information I can give.

If you wish to be updated on the matter in the future, you can call on our freephone number and quote fault reference EA5BKF93.'

Mr. Poulton said it was unlikely that the replacement box will be the same style as the previous one.

Parish Councillors agreed that it was positive that a replacement box is being ordered and we are not losing this village facility.

## 11 Reports from other Organisations

- **Watton-at-Stone Allotment and Garden Association:** Nothing to report.
- **Watton-at-Stone Memorial Hall Management Committee**

Mr. Filer said that letters had gone to all regular users re an increase in the hiring charges. However, the increase has been kept as low as possible.

He also said that in the case of one hirer, their electricity use was greater than the hiring charge received.

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

Refer to item 8 a, Specific items - Watton-at-Stone Neighbourhood Watch.

- **Watton-at-Stone Pre-School Playgroup**

Mrs. Dinnin reported that the Watton-at-Stone Pre-School Playgroup held has held its Winter Warmer and made a profit in excess of £500.

Because of their cash-flow problems, Mr. Poulton gave the pre-school play group four grant-application forms for completion. They are now hopeful of obtaining a £2,500 grant from the Direct Partnership Grant scheme and also a smaller grant from the Local Network Area Grant Scheme.

In addition, they have cut back on wages and are hoping to hold a fund-raising pancake race. They have asked if they can use the MPPA and floodlighting system so that the event can take place in the evening to encourage more parental support.

Mrs. Dinnin to ask the Pre-School Playgroup to liaise with the Football Club and the Tennis Club re a suitable date and time.

**Action: C. Dinnin**

- **Watton-at-Stone School Governors:** Nothing to report.
- **Watton-at-Stone Scout & Guide Group:** Nothing to report.
- **Watton-at-Stone Sports & Social Club:** Nothing to report.
- **Watton Youth Drop Inn:** Nothing to report.
- **Police Authority:** Nothing to report.
- **River Beane Restoration Association:** Nothing to report.

## 12 Items for Parish News

Mr. Poulton said that he did not identify any items for inclusion in the January 2008 issue of the Parish News.

The Clerk and Peter Allsop left the meeting.

- **Clerk's salary**

In discussing the clerk's salary for 2008/09 the Parish Council considered the following factors.

- Government guidelines are aimed at trying to restrict civil service salary increases to 2%.
- East Herts Council is working on the basis of increases of 2.475%.
- Information is available from NALC for hourly rates for part time parish council clerks.
- The RPI increase in October 2007 was 4.2%

During the subsequent detailed discussion Mr Filer explained that in previous years the clerk's salary had been based on 60 hours per month. However, she was now working an average of 70 hours per month. It was noted that at 70 hours per month the NALC hourly rate figures gave a more acceptable salary level than in previous years.

It was agreed that the overriding factor in the assessment of the clerk's salary was the fact that she now worked 70 hours per month and her salary for 2008/09 should reflect this situation. Her salary was therefore agreed and Mr Filer was asked to write to her on behalf of the Parish Council to notify her of this decision

**Action: D. Filer**

- **The meeting closed at 2100.**
- **The date for the next Parish Council meeting is Tuesday 15<sup>th</sup> January 2008.**