

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 8th June 2010

Present: Mr. J. Meischke (Chairman) Mr. C. Clark
 Mr. D. Filer Mr. I. Harris
 Mr. I. Knight Mr. D. Stock
 The Clerk (Mrs. J. Allsop)

Public: None

1 Apologies for absence

Apologies for absence were received from Mr. M. Smith, Mrs. C. Dinnin, Mrs. H. McCash and Mr. N. Poulton.

Mr. Stock gave his apologies for the July Parish Council meeting and the July Community Hall Trustees meeting.

2 Public Participation

None.

3 Chairman's/Clerk's Report

None.

4 Declaration of Interests

None.

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Annual Meeting of the Parish Council held on 11th May 2010**
 Mr. Knight proposed that the minutes be accepted and signed by the Chairman as a true record.
 Mr. Harris seconded the motion and all present at that meeting were in favour.
- **Minutes of the Parish Council meeting held on 11th May 2010**
 Mr. Knight proposed that the minutes be accepted and signed by the Chairman as a true record.
 Mr. Harris seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Check that newly installed gate-post to Allotments is secure**
 Mr. Meischke said that the new gate-post is secure. Mrs. Dinnin has been periodically checking to see if the gate remains locked and on most occasions, it has been. Mrs. McCash has also been checking to see that the gate is locked, on all occasions has found it to be so.
- **Update the Asset register for approval at the June 2010 Parish Council meeting**
 The Clerk to e-mail all Parish Councillors the Asset registers for 2010/11 for approval at the July Parish Council meeting. **Action: J. Allsop**
- **Ask Mark Lee to replace the missing slats on the bench seat near Mill Lane**
 Mark Lee plans to replace the missing slats sometime during the week commencing 14th June.
- **Draft a letter to Jon Speed (Chief Inspector, Hertfordshire Constabulary) re communications problems**
 Refer to item 9 b, correspondence received - Hertfordshire Police Authority – Setting Neighbourhood Policing Priorities involving Councillors update.
- **Contact East Herts Council for advice about the best location and type of tree for the sportsfield**
 Mr. Meischke said that Mr. Poulton is waiting a response from Malcolm Amey (East Herts Council) regarding the location and type of tree for the sportsfield. There is no urgency to chase for a response because the tree-planting season is in late Autumn/early winter.
 This item to be deferred until the September 2010 meeting. **Agenda: 09/10**
- **Contact the residents of the 14 properties in Whempstead re notice board usage**
 Mr. Clark said this item is outstanding because he has been away on holiday. **Action: C. Clark**
- **Inspect the storage shed at Blue Hill Farm House and e-mail all Parish Councillors with his findings: completed.**
- **Write to East Herts Council re planning application for Blue Hill Farm House: completed.**
- **E-mail Mark Fells (Hertfordshire Highways) requesting to be kept updated re street lighting progress: completed.**
 Update on street lighting to be placed on the September 2010 agenda. **Agenda: 09/10**

- **Find out the costs of copying the Parish Council's 'Peep in the Past' video onto DVD**
Refer to item 7 a, Specific items - Village video update.
- **Make enquiries about updating the 'Peep in the Past' video sleeve for a DVD version**
Refer to item 7 a, Specific items - Village video update.
- **Consider possible use of Church Fete to promote the Parish Council Map and Video"**
Mr. Knight said that it proved too late this year to investigate the use of a stall for the May 2010 Fete. He suggested that if the Parish Council wished to have a stall at the May 2011 Fete, they investigate the matter early in that year. This item to be placed on the agenda for January 2011. **Agenda: 01/2011**
- **Accept Came and Company's insurance quotation**
Refer to item 8 a, Budget and Finance Sub-Committee - Parish Council insurance.
- **Chase Laidlaw Solutions re replacement Main Hall lock**
A replacement lock was fitted to the Main Hall by A. P. Access, but the lock was again found to be faulty. Laidlaw Solutions were contacted and they arranged for their lock supplier, Ingersoll Rand, to make a site visit. A working lock has now been installed and in part compensation for cost and time incurred in resolving this matter, Ingersoll Rand have supplied three master keys to the Community Hall and three Main Hall keys free of charge.

In addition, Ingersoll Rand have agreed to reimburse the cost of A. P. Access's invoice for £76.37 (dated 11th March) for work required in fitting and removing locks on 23rd February and 9th March.
- **Draft a letter re public liability cover note re Allotments cultivation and clearance work**
Refer to item 8 a, Environment Sub-Committee - Allotments.
- **Write to the High Street homeowner who has been depositing grass cuttings on the allotment area: completed.**
- **Attend the Allotment and Garden AGM on 18th May 2010**
Refer to item 8 a, Environment Sub-Committee - Allotments.
- **Inspect small swing seats on sportsfield play area**
Refer to item 8 a, Recreation and Amenities Sub-Committee - Replacement of seats on both the senior and junior swings.
- **Ask Ted Brown to weed-kill around the War Memorial: completed.**
- **Chase East Herts Council for replacement road-signs**
Mr. Meischke said that Mr. Poulton informed him that East Herts Council will order the replacement signs for Watton-at-Stone when they have a sufficient number of road-signs to order a block batch.
- **Forward details of Local Access Forum conference to Linda Thurlow, Watton-at-Stone Ramblers: completed.**
- **Attend East Herts Rural Parish Conference Thursday 10th June 2010**
Mr. Clark will be attending the meeting and will give his report at the July Parish Council meeting.
Mr. Meischke said he hoped to be able to attend the meeting and would notify Mr. Clark accordingly.
Action: J. Meischke
- **Inspect McCash and Hay's audit report for the Community Hall accounts**
Refer to item 8 a, Budget and Finance Sub-Committee - External audit of the Community Hall accounts for the year ended 31st March 2010 by McCash and Hay.
- **Forward to all Parish Councillors the World Wild Life Fund report re chalk streams: completed.**
- **Write Parish News entry re litter clearance in the village**
Mr. Meischke said he had drafted the entry. He agreed to show this draft to Mr. Stock for a second opinion and then pass it to the Clerk for inclusion in the July Parish News. **Action: J. Meischke**
- **Arrange for Annual Parish reports to be published with the Parish News: completed.**

c) Action points outstanding for more than two months

- **Write a specification for the painting and any repair work required to the kicker-boards: outstanding.**
- **E-mail Mrs. McCash regarding the kicker-boards specification: outstanding.**
- **Pass kicker-boards specification to contractor who may be interest in quoting to do the work: outstanding.**
- **Pass Mr. Lee's letter to PC Andy Woodward**
Mr. Meischke said that because this action point had remained outstanding for almost two months, he instructed the Clerk to e-mail PC Andy Woodward a copy of Mr. Lee's letter (refer to item 9m of the April Parish Council minutes). Mr. Meischke reminded Parish Councillors that Mr. Lee's letter was a complaint about cars parking on the public footpath opposite his gated driveway, which prevents him from getting his own car out of his driveway. Mrs. McCash did not complete this action point because she had been unable to arrange a meeting with PC Andy Woodward to pass the letter to him.

PC Andy Woodward replied to the Clerk's e-mail of 3rd June the following day stating, "Sally or I will go and speak to Mr Lee".

Mr. Meischke said that he visited Mr. Lee and apologised for the delay in contacting him and reassured him of the Parish Council's interest in this matter and that the police will be visiting him soon.

- **Liaise with Mr. Meischke about a written response to Mr. Lee**
Refer to the above item.

6 Planning

Mr. Stock reported on the following items.

a) Applications

None.

b) Decisions

i) Watton Place Clinic, 60, High Street (3/10/0525/LB)

Installation of air conditioning condenser unit on external south east facing wall linked to fan unit in FF Surgery. 390x635x305 external wall unit fixed to rendered wall, adjacent to chimney and pipes fed through roof space to fan unit in FF surgery - East Herts Council - permission refused

Mr. Stock read out the reasons for refusal.

'The proposal would be detrimental to the special historic and architectural character and appearance of this Grade II listed building and its setting; and detrimental to the character and appearance of the Watton-at-Stone Conservation wherein the site is situated contrary to policies HE7 and HE9 of the national planning guidance in PPS5.'

Bearing in mind the reasons for this application, the general feeling of the meeting was one of surprise at the refusal.

7 Specific items

a) Village video update

Mr. Meischke said that Mr. Poulton had contacted Michael Jackson (local computer expert) who could not personally copy the Parish Council's 'Peep in the Past' video but gave him the website address of a company that does. The cost of copying one video to DVD is £10. The Parish Council can then make copies of the DVD as required.

Mr. Filer proposed that the 'Peep in the Past' video is copied to DVD. Mr. Harris seconded the motion and all present were in favour. **Action: J. Meischke**

b) Strimming work on Parish Council land at Rivershill

Mr. Meischke said that the annual strimming-work on the Parish Council land at Rivershill was last done in April 2009 and is now over due.

It was agreed that Mr. Clark ask his son Tim if he is available to do the work again this year and to contact Mr. Meischke before starting the work. **Action: C. Clark**

c) Footpath from the Bull public car park to Rivershill

Mr. Meischke said that he asked for this item to be put on the agenda because the hedge was badly overgrown along part of the footpath from the Bull public car park to Rivershill, making it almost impassable. The hedge has since been cut back.

It was agreed to write to Hertfordshire County Council Rights of Way asking for an update on our request to have the footpath from the Bull public car park to Rivershill added to the Definitive Rights of Way Map.

The Clerk said it was several years ago that the Hertfordshire County Council Rights of Way department wrote to inform us that it would be a number of years before this case is investigated. It was agreed to find out how our request is progressing. **Action: J. Allsop**

- **Hedge on the pump slope leading to Hockerill**

Mr. Harris said that the hedge at the bottom left-hand side of the pump slope needed cutting back.

Mr. Meischke to inspect the hedge and take action as required. **Action: J. Meischke**

d) Modify Village Directory

The Village Directory is now due for updating. Prior to the meeting, all Parish Councillors were e-mailed a copy of the last version of the Village Directory, dated April 2009 (04/09), for their comments (if any).

Action: Parish Councillors

Some Parish Councillors have already e-mailed their changes to the Clerk.

The Clerk to make contact with all organisations listed in the Village Directory to check that their current details are correct. **Action: J. Allsop**

Mr. Clark said that the Watton Angling Society was no longer a village society and villagers no longer get priority membership. In addition, committee members, which always used to comprise of Watton-at-Stone

parishioners, no longer do so. Mr. Clark felt that the group was not of a benefit to the village and should be removed from the Village Directory.

It was agreed to check the criteria for being in the Village Directory, and if the Watton Angling Society no longer meets that criteria, it should be removed accordingly. **Action: J. Allsop**

e) Community Service on Sunday 4th July 2010

The Reverend Brian Fairbanks wrote on 5th June confirming that the Churches Serving Watton will be holding their Annual Community Service on Sunday 4th July on the sportsfield.

Mr. Meischke proposed that the Community Hall facilities be made available for the Community Service free of charge (as in the past). Mr. Knight seconded the motion and all present were in favour.

Mr. Knight confirmed that the Cricket Club have been notified.

Mr. Meischke said that he is unable to present the Parish Council trophies during the Community Service. He will liaise with Parish Councillors to decide who should do this in his place. **Action: J. Meischke**

8 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items.

- **Monthly accounts**

All Parish Councillors present were given a copy of the monthly accounts.

Mr. Filer proposed that the Parish Council approves the payments. Mr. Meischke seconded the motion and all present were in favour.

- **Parish Council insurance**

The Parish Council has accepted Came and Company's quotation for insurance cover for a one-year undertaking. The insurers are Aviva (formerly known as Norwich Union).

Aon Limited submitted their quotation for insurance cover after Came and Company's quotation had been accepted.

- **Asset register**

Refer to 5 b, review of actions - Update the Asset register for approval at the June 2010 Parish Council meeting.

- **External audit of the Community Hall accounts for the year ended 31st March 2010 by McCash and Hay**

The audit of the Community Hall accounts for the year ended 31st March 2010 has been completed by McCash and Hay and everything is in order. A copy of these accounts is attached to these minutes. **See attached**

Mr. Filer proposed that Mr. Meischke sign the audited accounts for the Watton-at-Stone Community Hall. Mr. Harris seconded the motion and all present were in favour.

A copy of the signed accounts to be sent to McCash and Hay. **Action: J. Allsop**

- **Internal audit of Parish Council accounts for the year ended 31st March 2010 by Jim Morrissey**

Mr. Filer read out Jim Morrissey's internal audit report of the Parish Council accounts for the year ended 31st March 2010. The report contained the Clerk's actual salary figures for 2009/10, which Mr. Harris pointed out should not be available to the public. It was therefore agreed to ask Jim Morrissey to produce a revised internal audit report. **Action: D. Filer**

Jim Morrissey's revised report, dated 13th June, is as follows.

'As requested we have carried out our review of the Parish Council accounts for the year ended 31st March 2010 and can advise that all transactions have been correctly and accurately recorded. All necessary receipts and authorisation have also been produced.

Actual Income & Expenditure for the year was very much in line with the budgets, the only difference of note being the Clerk's salary, which was higher for the year, as compared with the budget. This information is exempt under the Local Government Act 1972 and not available to the public.

The recorded Fixed Asset values as at 31/3/2010 were consistent with values as at 31/3/2009 – being £88303 and £87916 respectively.

The Parish Council's reserves as at 31/3/2010 of £7701 showed a decrease of £367 compared to 31/3/2009.

We trust the above is sufficient for your purposes but, should you require any further information please do not hesitate to contact us.'

- **Annual Return of the Parish Council accounts for the year ended 31st March 2010**

Jim Morrissey completed and signed sections 1 and 4 of the Annual Return for the year ended 31st March 2010 (all Parish Councillors have been e-mailed a copy of the completed Annual Return).

Mr. Filer took the Parish Council through the annual governance statement and the standard questions were answered as follows.

Section 2 – Annual governance statement	
We acknowledge as members of the Watton-at-Stone Parish Council our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 st March 2010 that,	
1. We have approved the accounting statements, which have been prepared in accordance with the requirements of the Accounts and Audit Regulations and proper practices.	Yes
2. We have maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	Yes
3. We have taken all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or on its finances.	Yes
4. We have provided proper opportunity during the year for the exercise of electors' right in accordance with the requirements of the Accounts and Audit Regulations.	Yes
5. We have carried out an assessment of the risks facing the council and taken appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	Yes
6. We have maintained throughout the year an adequate and effective system of internal audit of the council accounting records and control systems and carried out a review of its effectiveness.	Yes
7. We have taken appropriate action on all matters raised in reports from internal and external audit.	Yes
8. We have considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the council and, where appropriate have included them in the accounting statements.	Yes
9. Trust funds (including charitable) – in our capacity as the sole managing trustee we have discharged our responsibility in relation to the accountability for the fund(s)/assets	Yes

Mr. Stock proposed that the accounts, detailed in section one, and the Annual governance statement detailed in section two (listed above) of the Annual Return, be approved by the Parish Council and that the Chairman and the Clerk sign the Annual Return. Mr. Knight seconded the motion and all present were in favour.

Mr. Meischke and the Clerk duly signed the Annual Return and the Statement of Assurance.

The Clerk to return all relevant documentation to BDO by Friday 11th June.

Action: J. Allsop

- **Estimated long-term capital expenditure items**

All Parish Councillors were e-mailed (on 15th April) a copy of the estimated long term capital figures.

It was agreed that this item should be discussed at a meeting of the Budget and Finance Sub-Committee in autumn this year.

Mr. Meischke to obtain estimates as and where appropriate.

Action: J. Meischke

Community Hall Trustees

In the absence of Mr. Poulton, Mr. Meischke reported on the following items.

- **Update on the lock for internal door in Community Hall**

Refer to item 5 b, Review of actions - Chase Laidlaw Solutions re replacement Main Hall lock.

- **Update on new external door to Community Hall from the Car Park**

The new external door has now been made and will be fitted on Wednesday 16th June. Brian Bunyan will fit the door while Michael Lewis (A.P Access) will be involved in fitting the new lock.

- **Replacement of lights in the Sports Hall**

The new strip lights have now been fitted. Mr. Stock said that the lighting level is much improved.

- **New notice board for Beane Valley Children's Centre**

With the permission of the Community Hall Trustees, Beane Valley Children's Centre has erected a new notice board in the Pavilion, adjacent to the Parish Council notice board.

- **External lights**

Mr. Poulton has replaced seven of the external lights around the Community Hall. Some of these were small florescent lights and others were D-lamps. The Clerk has ordered six replacement strip lights and six D-lamps.

Recreation & Amenities

Mr. Knight reported on the following items.

- **New Tennis Court**

A decision on our COMMA grant application will be made on 7th July 2010.

- **Replacement of seats on both the senior and junior swings**

Mr. Knight said that Mr. Poulton has obtained a quotation of £316 (plus £26.86 carriage, plus VAT), from Wicksteed Leisure Limited, to replace the 4 large swing seats and the 2 cradle swing seats

Mr. Filer proposed that the replacement swing seats be purchased. Mr. Harris seconded the motion and all present were in favour. **Action: J. Allsop**

Environment Sub-Committee

In the absence of Mrs. Dinnin, Mr. Meischke reported on the following items.

- **Allotments**

Mr. Meischke read from Mrs. Dinnin's report as follows.

'Checked gate and agree it is secure, also checked occasionally that it was locked, mostly it was. Also, asked Mrs. McCash to check the lock when she was at her allotment.

Rotavating and tree clearance hit problems. Mr. Beach was unable to provide Public Liability insurance, so his boss quoted for this work which was £610 including VAT. Adam Welch instructed to do this work, which he has started and will finish on his return from holiday on 16th June.

Thanks to Iain Harris for drafting a letter which in the end we didn't need to use.'

- **Hedge/fence in sportsfield**

Mr. Meischke said that when the Oak tree was removed opposite 10 School Lane, a steel fence, approximately 2½ to 3 feet tall with sharp spikes on the top, was exposed. Because the spikes were a potential hazard, Mr. Smith removed them.

- **Watton Green**

Mr. Filer said that Watton Green needs cutting as soon as possible.

b) Routine reports

i) Fire-alarm test

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

ii) Monthly village-report

Mr. Filer completed the report on 5th June 2010.

Only the adverse items highlighted in the monthly village-report are minuted.

- **Goal mouths** - need reseeded. Mr. Knight said that Mike Smith had already seeded this area twice this season and germination was poor due to the dry weather. Mr. Knight to contact John Fitzjohn to ask him to reseed the area again, ensuring that it is watered on a regular basis.

- **Rainbow multi-play and slide** - bottom step has a hole in it and needs replacing. Mr. Meischke to inspect and take action as necessary. **Action: J. Meischke**

- **MPPA surface** - needs sweeping. Ted Brown to be asked to sweep the MPPA. **Action: J, Meischke**

- **Allotments** – three allotments are not being cultivated. Mr. Filer said that he was handicapped by not knowing which allotment was which. Mr. Meischke to ask Mrs. Dinnin to inspect the allotments to identify those not being cultivated. **Action: J. Meischke**

- **Salt bins** – Some of the salt bins need filling. There is an action for Hertfordshire Highways to be contacted in early September to ask them to fill all the bins before winter arrives. **Agenda: 09/10**

- **Ornate village sign** – looking very good now it has been re-varnished by Brian Bunyan.

iii) Weekly sportsfield-report and action

None.

iv) Website

Mr. Stock said that he was given to understand that Don Chandler had left the village and was therefore unsure as to whether or not the Watercolour-Painting Group still existed.

This and other possible events that may affect validity of our website need to be monitored. He therefore suggested that apart from our annual check with all named contacts (e.g. at the same time as the annual review of the Village Directory) any Parish Councillors that become aware of any possible changes to inform the Clerk so that she can clarify the situation with regard to the validity of the information we publish on our site.

The Clerk to investigate and remove the Watercolour-Painting Group from the website if required.

Action: J. Allsop

v) Website diary

Add the strimming work on Parish Council land at Rivershill to the website diary.

Action: J. Allsop

9 Correspondence received

a) E-mail from Gareth Lewis re Opportunity for Volunteer Day

Mr. Meischke read out Gareth Lewis emailed on 19th May as follows.

‘As Clerk for the Watton-at-Stone Parish Council I felt that my initial e-mail enquiry maybe best directed to you. I apologise if I am incorrect.

I am enquiring as to potential opportunities for volunteer days where by a group of people may help out on designated or arranged days. I have recently moved to Watton village and have noticed there are volunteer days mentioned on the Lammas Wildlife notice boards whilst walking my dogs each day. I am interested as a resident and as I work for GlaxoSmithKline who sponsor/encourage employees to give back to the communities around their workplace in the form of giving up their ‘normal’ working day, for a day or work in the community through company “Orange Days”. In our department, this has previously been in the form of decorating a Scout hut in Shefford, renovating a woodland walk at Paradise Wildlife Park, and clearance/ maintenance of grounds at a hospice. These Projects were something that the benefiting parties had wanted to do but never had enough ‘man-power’ or time to dedicate to in order to make significant headway or even complete.

I work in a team of 10 people and I am enquiring as to if you know of any suitable Watton-at-Stone Parish community projects that would benefit from ‘free’ full working day labour. Unfortunately GSK will not provide any materials, so this would need to be arranged or in place (something like shovels or paint brushes we could bring, but not paint or building materials), just the opportunity for people to give up their time for the community.

I look forward to hearing back from you.’

Mr. Meischke said he had discussed Gareth Lewis’ request with Mr. Smith and Mr. Poulton. Mr. Poulton suggested that it would be a good opportunity to get the MPPA kicker-boards treated with stain. Parish Councillors discussed the subject and agreed this was a good idea. Another possibility for voluntary work is clearance work around the Mill Pond.

Mr. Meischke agreed to speak to both Gareth Lewis and former Parish Councillor Tony Bradford, who works for the Countryside Management Service who has been involved with lots of wildlife projects in the village.

Action: J. Meischke

b) Hertfordshire Police Authority – Setting Neighbourhood Policing Priorities involving Councillors update

All Parish Councillors were e-mailed a copy of a letter dated 24th May from Stuart Nagler (Chair, Hertfordshire Police Authority). A copy of this letter is attached to these minutes.

See attached

Parish Councillors discussed the contents of the letter and expressed concern about the comment ‘where local councils or partners make a contribution for PCSO’s these officers will be ring-fenced and remain focused on the agreed council or partner area’. The letter implies that the provision of PCSO’s might become dependant on a financial contribution and those councils who do not contribute would be at risk of loosing their PCSO service.

Mr. Filer agreed to draft a response to Stuart Nagler expressing the Parish Council’s concerns and copy it to Mr. Harris and Mr. Stock for their comments

Action: D. Filer

c) East Herts Council - Annual playground inspection

Ian Sharratt (Environmental Manager – Parks and Open Spaces) wrote on the 25th May advising us that the annual playground inspections in East Herts are due to take place in the two weeks beginning Monday 14th June. The cost of this year’s inspection is £44.89 plus VAT and the contractor commissioned is The Play Inspection Company Limited.

Mr. Stock proposed that we instruct East Herts Council to carry-out the sportsfield playground inspection.

Mr. Filer seconded the motion and all present were in favour.

Action: J. Allsop

d) East Herts Council - litter pick payments 2010/11

Mr. Meischke read out a letter, dated 26th May, from Emma Best (Waste Services Assistant, East Herts Council) regarding the annual payment of our litterpick. The 2010/11 grant is £1,219.05 which is based on four hours litterpick per week at £5.86 per hour.

e) East Herts Council - Local Development Framework Core Strategy Awareness**Raising Feedback: Non-Core Strategy Issues**

The Clerk to e-mail this correspondence to all Parish Councillors.

Action: J. Allsop

f) Copy of letter from Dr Anthony Norden to East Herts Council re removal of Oak tree opposite 10 School Lane

Dr. Norden has copied the Parish Council with his letter (dated 26th May) to East Herts Council thanking them for agreeing to the removal of the Oak tree opposite his property and also to Nigel Poulton and the Parish Council for their great help.

10 Village organisations

- **Wotton Youth Drop Inn:** Nothing to report.
- **Wotton-at-Stone School Governors:** Nothing to report.
- **Wotton-at-Stone Neighbourhood Watch:** Nothing to report.
- **Wotton-at-Stone Allotment and Garden Association**
Mr. Meischke summarised Mrs. Dinnin's report on the Allotment and Garden AGM she and Mr. Smith attended on 18th May 2010.
 - Michael Freeman was elected a Chairman
 - The Allotment and Garden Association asked about the renewal of the allotments lease and were informed that the Parish Council are still waiting to hear from the St. Albans Diocesan Board and would inform them as soon as we knew anything.
 - The rent increase for 2010/11 were queried. Concern was shown that increases seem to be every year. Mrs. Dinnin explained to them that the allotments were run at a loss and the Parish Council have to spend a lot of money on grass cutting and maintenance etc.
- **Wotton-at-Stone War Memorial Hall Management Committee**
Mr. Stock said that it was a pleasure to report that the state of the War Memorial Hall, in terms of its finances, bookings, and internal decoration, was in very good health.
A tremendous amount of work has been done internally and the building is now in an excellent decorative condition. That said the committee is currently discussing the possibility of 'cleaning up' the surface of the floor in the main hall.
Mr. Stock said that although he was happy to be the Parish Council representative for the War Memorial Management Committee, he was slightly concerned as a trustee of the Community Hall that this could be seen by some as a conflict of interests (even though it has been agreed that the Community Hall and the War Memorial Hall are not in competition with each other). The Parish Councillors present did not agree and asked for Mr. Stock to continue. This he said he would do, although if at any time he felt that there is or could be a conflict of interest, he would bring it to the attention of the Parish Council Chairman and take the appropriate action.
- **Wotton-at-Stone Pre-School Playgroup:** Nothing to report.
- **Wotton-at-Stone Scout & Guide Group:** Nothing to report.
- **Wotton-at-Stone Sports & Social Club:** Nothing to report.
- **Police Authority:** Nothing to report.
- **River Beane Restoration Association**
Mr. Knight said that River Beane Association will be holding its AGM on Tuesday 22nd June.

11 Items for Parish News

The following items were identified for inclusion in the July 2010 issue of the Parish News.

- **Litter clearance in the village**
Mr. Meischke said he had drafted the entry, which he will show to Mr. Stock for a second opinion and then pass it to the Clerk.
Action: J. Meischke
- **Annual Village directory update**
The Clerk to use the same text as used last year
Action: J. Allsop
- **The meeting closed at 20.35.**
- **The date for the next Parish Council meeting is Tuesday 13th July 2010.**