

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 20<sup>th</sup> March 2018**

<b>Present:</b>	Mr. Mike Smith (Chairman)	Mr. John Meischke (Vice-Chairman)
	Mrs. Christine Dinnin	Mr. Denis Filer
	Mrs. Catherine Hammon (after 1918)	Mrs. McCash
	Mrs. Stanley	Mr. David Stock
	Dr. Emma Waltham	
	Mrs. Jane Allsop (Clerk)	
<b>Public:</b>	County Councillor Ken Crofton	

**1. Apologies for absence**

Apologies for absence: Mr. Ian Knight.

**2. Public Participation**

None.

**3. Chairman’s/Clerk’s Report**

Ted Brown 1933-2018

Michael Smith wished it to be recorded in the minutes that Edward, ‘Ted’ Brown died in hospital on the morning of the 22nd. February after a short illness. Many will have lost a friend that day but the Community of Watton-at-Stone has lost a humble servant. Ted worked tirelessly on the grounds surrounding the Community Hall not just trimming grass and hedges but genuinely caring and keeping it tidy.

Our deepest sympathy goes to his wife Rosemary and to all of his much loved family. Rosemary has looked after the interior of the Community Hall for many years and is intent on keeping it tidy outside in memory of Ted.

**4. Declaration of Interests**

Mrs. McCash declared a pecuniary interest in item 8 a, Budget and Finance Sub-Committee – Auditors for 2017/18 (Immediate Family).

**5. Minutes of the last meeting**

**a) Acceptance**

- **Minutes of the Parish Council meeting held on Tuesday 20<sup>th</sup> February 2018**  
Parish Councillors agreed that the minutes be approved.

**b) Review of actions**

- 1. E-mail Mrs. Louise Casey re delivery of yellow double-sided dog fouling notices**  
Mr. Smith said that Mrs. Louise Casey had not responded to our e-mail concerning delivery of the dog fouling notices.
- 2. Organise a distribution list for yellow double-sided dog fouling notices**  
It was agreed to postpone delivery of the dog fouling notices until after the next Parish Council meeting.  
This item to remain an action point. **Action: J. Allsop**
- 3. Investigate the release process of land from Green Belt**  
Refer to item 7 d, Specific items - Neighbourhood plan – progress report.
- 4. Act on Mrs. Hammon’ response re the release of land from the Green Belt**  
Mr. Smith said that he had written to East Herts Council on the topic and submitted a comment form on the East Herts District Plan portal.
- 5. Register the defibrillator and check it is working correctly before installing the signage**  
Mr. Smith said that the defibrillator has now been registered with the NHS Ambulance Service and will be installed in the telephone box within the next week.
- 6. Purchase notice board from XL Displays**  
The new notice board has been delivered and will be installed once the weather improves.

**Action: M. Smith**

The Parish Council notice board by village shop had one of its locks broken. Two replacement locks have been purchased at £12 each.

7. **Consider relocating the current Community Hall notice board to the Great Innings notice board site**  
Mr. Smith said that he had looked at the Great Innings notice board and felt that it could remain in situ.
8. **Find out the cost of replacing the ceiling lamps in the meeting room**  
Mr. Meischke said that it will cost a maximum of £25 to replace the fluorescent bulbs in the ceiling of the meeting room with brighter ones. Parish Councillors agreed the purchase.  
Mr. Meischke to arrange for the bulbs to be purchased and installed. **Action: J. Meischke**
9. **Decide what work needs to be done to the goal mouths**  
Refer to item 8 a, Recreation and Amenities Sub-Committee - Sportsfield - Goal mouth repair
10. **Obtain cost of additional planting for the War Memorial garden and planting costs**  
Refer to item 8 a, Environment Sub-Committee – War Memorial
11. **Arrange for repair work to the see saw when the weather improves: outstanding.** **Action: J. Meischke**
12. **Clerk to record all dog fouling incidents report list**  
The Clerk said that no incidents of dog fouling had been reported to her.  
Mr. Meischke said that one of the people schooled for identifying and reporting dog fouling was Ted Brown and the Parish Council will need to identify another person to do this job.  
**Action: M. Smith/J. Meischke**

**c) Action points resolved**

1. Give Mr. Knight the Dog Fouling flier for inserting in Parish News
2. Purchase three Glasdon lidded litterbins
3. Contact HCC for an update on progress prior to the Parish Council meeting in March: outstanding  
**Action: D. Stock**
4. Accept Woodhall Estate’s invitation to see restoration work on the Broadwater
5. E-mail Parish Councillors amended Financial regulations and Risk Assessment documents
6. Reimburse the Community Hall for all costs incurred re installation of CCTV system from NHB funds
7. Clerk to put a diary reminder to clean the shower heads every six months
8. Obtain pressure washing quotations, accept the lowest price and arrange for work to be done in March
9. Chase Bidwells re progress on the Deed of Waiver
10. Arrange for dog-fouling flier to be inserted in the March issue of the Parish News

**d) Actions outstanding for more than two months**

1. **Investigate the cost of materials and labour to seal War Memorial Stonework:**  
Mr. Smith said that he had obtained some sealer, (approximate cost £25) but the War Memorial stonework will need a bit of a clean and brush up before it is applied. Mr. Smith to arrange for the work to be done when the weather improves.  
**Action: M. Smith**
2. **Contact Harry’s family re replacement memorial bench**  
Mrs. Dinnin said that she had written to the family re replacing Harry’s bench with a recycled plastic one.
3. **Inspect wire netting on gate at church end of allotments**  
Mrs. Dinnin said that the small piece of wire mesh on the gate could be pulled up and nailed on to resolve the current problem. She agreed to ask Mark Blacktin to do this job whilst he is on site putting in the wire netting allotment dividers.  
**Action: C. Dinnin**

**6. Planning**

Mrs. McCash reported on the following items.

**a) Applications**

- i) **Sycamore, 1 Motts Close (3/18/0473/HH)**  
single storey rear extension  
Mrs. McCash said that she had asked Mrs. Dinnin to look at this application.  
Mrs. Dinnin said that she had spoken to one of the neighbours, who had no problem with the application, but had been unable to contact the other neighbour.  
Parish Councillors agreed a no comment response. **Action: J. Allsop**

**b) Decisions**

- i) **19 Stoney Fields (3/18/0104/HH)**  
Loft conversion with dormer front window  
**- East Herts Council – granted**

**7. Specific items**

**a) District Councillor Michael Freeman’s Report**

Mr. Smith said that for health reasons Michael Freeman will not be carrying out any of his District Councillor duties until further notice.

District Councillor Tony Stow, who is the member for Datchworth, has agreed to help Watton-at-Stone with any District Council issues.

Councillor Crofton said the Parish Council can also contact him with any issues relating to both the District and County Council.

**b) Station Road update**

Mr. Stock started by saying that he had nothing to report since the previous meeting and was awaiting the results of HCC's monitoring of Station Road.

However, in response to the meeting with HCC re the High Street (see below), Farid Tilavi made reference to the on-going issue of the two new speed-cushions in Station Road. Mr. Stock was amazed and very disappointed to hear that the two speed-cushions were to be worked on for the third time, even though they are totally ineffective.

Mr. Stock took the opportunity of addressing County Councillor Ken Crofton on this matter and reminded him in detail of the Parish Council's view on the subject and history of the speed-cushions, as recorded in our previous minutes, and repeated his view that a platform-crossing point (as the one next to the Hazeldell junction) adjacent to the station would be a better way forward and the reasons why. Councillor Crofton said he had taken a back seat on the problems concerning Station Road because it has been proven that the Parish Council is well-able to tackle the problems itself. He said that the quality of work was not good and he had heard too many excuses from the contractors, who would be paying for the cost of the repairs to the speed humps.

After some discussion it was Councillor Crofton's view that nothing more can/will be done in Station Road due to a lack of funds.

Again, the Parish Council remains concerned about the current situation and does not believe there is a will within HCC to address our concerns in a constructive way.

**c) Traffic along High Street, including the mini roundabouts**

Mrs. Stanley reported that she had received a response from Farid Tilavi following the meeting in February. He reported that HCC had prepared a drawing for a bolt-hole section in the High Street which was the length of three parking bays (18m) but they were awaiting road safety advice before feeding back to the Parish Council. He reported that any change to the current layout would need approval from the sponsor and would be subject to public and statutory consultation and was therefore likely to take at least 9 months. With regard to the speed humps in Station Road he reported that they would be improved by the contractor during 2018/19 as the materials were not standard. It was unlikely that the design would change as they had been installed to current specifications. Once a response had been received from the sponsor a follow up meeting would be arranged with the Parish Council.

Mrs. McCash and Mrs. Hammon said that the parking restrictions in the High Street are being totally ignored and therefore causing problems.

**d) Neighbourhood plan – progress report**

Dr. Waltham said that a Steering Group have arranged a 'Village Open Meeting' that will be held on Tuesday 1st May at 1930 at Watton-At-Stone School. The Steering Group will present the emerging elements of the Watton-at-Stone Neighbourhood Plan. The presentation and following discussions will include the vision and objectives for the plan, potential village sites for development, an amenities 'wish list' and draft planning policies. The group hopes to be ready for a public consultation on a draft plan in the autumn.

Dr. Waltham said that the Steering Group, at a recent meeting, had seen the Woodhall estate's latest plans to develop their land at the northern end of the High Street. The plans were for 126 dwellings spread over the entire site and included a small commercial area, as well as proposals to develop the high-level land that backs onto Great Innings and Motts Close. The Steering Group had explained that they were intending to protect sight lines across the village and would not welcome any development on the high parts of the plot. Mrs. Hammon said that the plans currently show a low housing density, which was welcome given that this site could accommodate up to 400 dwellings. There was no accommodation for football pitches on the site but Woodhall discussed some of the investigation that they had made into possible locations for football pitches. No decisions had yet been reached and no firm proposals were made. The Steering Group had explained that they saw development as needing to be balanced by community benefits, as specified in the EHDC draft District Plan.

Councillor Ken Crofton said that there is a sufficient supply of housing in the East Herts District plan to cover the next 5-years. He said that Watton-at-Stone Parish Council could take comfort that any unsuitable speculative applications can be rejected by the District Council during this period.

**e) Defibrillator/kiosk update**

Refer to item 5 b5, Review of actions - Register the defibrillator and check it is working correctly before installation the signage.

**f) New website**

Mr. Stock said that his work on the data-population side of the project continues and there now seems to be 'light at the end of the tunnel'. He is to visit Beanebytes on Thursday to discuss progress and various aspects of the new website with Mark Stewart.

Dr. Waltham is to provide Mr. Stock with some introductory text and link information for the Neighbourhood Plan part of the website.

**Action: E. Waltham**

Mr. Stock suggested that when the new Website is available we should advertise its existence (e.g., via notice boards and the Parish News) on a regular basis. The Clerk to note this as an Agenda item to coincide with the release of the new website.

**Action: J. Allsop**

**• Village Directory**

It was agreed to retain the hardcopy of the Directory (the last version was distributed during February 2016) for use by residents who do not use PCs. However, the current two-sided A4 paper version is full and does not easily allow additions so this problem will need to be overcome in some way (e.g., folded A3 paper). Also, the spacing will need to be increased to allow more detail to be added where appropriate.

**Action: J. Allsop**

Mr. Stock to provide introductory text for the Directory on the website and give the Clerk some new entries re service-providers in the village.

**Action: D. Stock**

**• Recording of Lighting and Road Faults**

The Clerk said that she had not updated this on the current website since 2013. It was therefore agreed that the entry on the new website will comprise some brief introductory text and a link to the appropriate HCC site only.

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

**• Records of Planning Applications**

The need for the amount and type of information contained on the existing records was questioned and discussed. The Clerk and Mr. Stock to review this based on past experience of its use and decide the type and level of information to be provided; the aim being to reduce the amount of work needed to be done by the Clerk and to ensure that the information which can be accessed is up to date.

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

Mrs. McCash (as the current Planning Co-ordinator) to be made aware of the proposed outcome before it is progressed further.

**8. Sub-Committees**

**Budget & Finance**

Mr. Filer reported on the following items.

**• Monthly accounts**

**Watton-at-Stone Parish Council**

<b>Petty Cash – Receipts</b>		<b>Petty cash - Payments</b>	
Simon Nicholls – Allotment	<u>67.25</u>	XL Displays – 2 replacement locks	<u>24.00</u>
	<b><u>67.25</u></b>		<b><u>24.00</u></b>
<b>Cheques issued</b>			
1st Call signs	Defibrillator signage		344.40
East Herts District Council	Empty 3 dog bins 65 occasions – 01.04.17 to 31.03.18		581.18
Wages and salaries	February		1229.96
Glasdon	3 hooded litterbins with metal liners		500.40
Community Hall	NHB grant for CCTV installation costs		2,778.00
BSWW Parish News	Dog fouling insert		32.50
Adam Welch	final leaf collection £150, removal of tree limb on Lammas £75		225.00
Adam Welch	Annual village tree survey		120.00
XL displays	Parish Council notice board to be sited at C. Hall		<u>330.00</u>
			<b><u>6,141.44</u></b>
<b>Cheques received</b>			
Russell Magee	Allotment rent and £50 deposit		67.25
Sports and Social Club	Use of Sportsfield facilities		375.00
Ladies Football Club	Line marking		<u>68.00</u>
			<b><u>510.25</u></b>

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Carla Beach – (4 weeks)	126.00	A P Access – 4 external door keys	<u>36.00</u>
Tony Silvestri – Pavilion (4 weeks)	40.00		<u>36.00</u>
Floodlighting	60.00		
Youth Football – Main Hall (3 weeks)	30.00		
Archery - 4 weeks	43.00		
Archery – donation	1.00		
Richard Hayes – Main Hall	10.00		
Scouts – Main Hall	10.00		
Louise Compton Main Hall & Pavilion	37.50		
Louise Compton - donation	2.50		
Forever Active - February	<u>453.00</u>		
	<u>813.00</u>		
<b>Cheques issued</b>			
Wages	February cleaning		385.90
Amazon	Electric kettle		<u>84.90</u>
			<u>470.80</u>
<b>Cheques received</b>			
Annabel Kirk	donation		5.00
Victoria Hurley	Main Hall and Pavilion		45.00
Felicitas Dixon	Main Hall and Pavilion		22.00
Anna Lambert	Main Hall and Pavilion		52.50
Parish Council	NHB grant for CCTV installation costs		2778.00
Watton House	Meeting room		10.00
Philip Smith – Table Tennis	Main Hall		114.00
Joan Love	Pavilion and meeting room		<u>48.00</u>
Sports and Social Club	Use of Community Hall facilities		375.00
			<u>3449.50</u>

Parish Councillors agreed the payments.

• **Adoption of modified documents**

Parish Councillors agreed to adopt the modified documents listed below.

- Financial Regulations (March 2018)
- Risk Assessment and Financial- Management

The Clerk to upload the above documents to the Watton-at-Stone website.

**Action: J. Allsop**

• **Update Asset registers for 2017/18**

Mr. Filer said that he had not updated the Asset registers for 2017/18.

**Action: D. Filer**

• **Auditors for 2017/18**

Parish Councillors agreed that the Parish Council and Community Hall auditors should remain the same as last year.

However, it was agreed to find out if the new external auditors are happy for Stuart McCash to do the Parish Council’s internal audit whilst also investigating an alternative auditor for the Parish Council audit for the year 2018/19.

The Parish Council agreed that they were happy that Murray McCash (McCash and Hay) to continue to do the annual audits of the Community Hall accounts whilst Parish Councillor Mrs. McCash is not a member of the Budget and Finance Sub-Committee, nor a Trustee or a signatory on any of the Parish Council or Community Hall bank accounts.

- **Appoint auditor for the Internal audit of the Parish Council accounts for the year ended 31<sup>st</sup> March 2018**

Stuart McCash was appointed as the internal auditor of the Parish Council accounts.

The Clerk will arrange for the Community Hall accounts, for the year ending 31<sup>st</sup> March 2018, to be submitted to Stuart McCash for auditing.

**Action: J. Allsop**

- **Appoint auditor for the External audit of the Community Hall accounts for the year ended 31<sup>st</sup> March 2018**

McCash and Hay was appointed the external auditor of the Community Hall accounts.

The Clerk will arrange for the Community Hall accounts, for the year ending 31<sup>st</sup> March 2018, to be submitted to McCash and Hay for auditing.

**Action: J. Allsop**

Mr. Smith said he knew someone who might be interested in doing the Parish Council audit for 2018/19 and agreed to contact her accordingly.

**Action: M. Smith**

### **Community Hall Trustees**

Mr. Meischke reported on the following item.

- **Gas and electricity contracts**

Mr. Meischke said that the Clerk had negotiated a new two-year gas contract with the supplier Eon to commence on 8<sup>th</sup> April 2018.

The daily standing charges remains at 27p, but the unit price, before a discount of 4%, has gone up from 2.84p kwh to 3.44 per kwh.

A new electricity contract will be negotiated before the end of March for a contract start date of 26<sup>th</sup> April.

**Action: J. Meischke/J. Allsop**

- **Kitchen - update on design and costings**

Mr. Meischke said the local kitchen installer is waiting for prices on certain items before he can submit his estimate for the installation of a new kitchen. Mr. Meischke will e-mail the estimate to all Parish Councillors on receipt. He said that this was a non-urgent item.

**Action: J. Meischke**

- **Toilet leak**

Mr. Meischke said that there was a bad leak in Ladies toilet while he was away on holiday. The Clerk arranged for James Turner Limited to carry out the repairs, which included replacing broken seals. The area has now been dried out and the toilet is operational again.

- **Kettle fault**

The kitchen kettle failed and a Burco kettle has been purchased to replace it. The new kettle a 4 litres capacity and a 'keep water hot' button.

- **Floodlighting light meter fault**

Mr. Meischke said that the floodlighting machine for the tennis courts has a problem in that it resets to factory settings each time there is a power cut. The factory settings are set at £1 for 2.5 hours, which explains why the floodlighting income for this year is so low. Mr. Meischke has reset the coin machine but will need to monitor the settings on a regular basis because the problem may also occur during power surges.

- **Update of document:**

Mr. Meischke has updated the following documents and these have been uploaded to the website.

- Hire Agreement
- Health & Safety
- Fire exit plans

The above documents to be reviewed annually. This item to be placed on the agenda each year in March.

**Action: J. Allsop**

### **Recreation and Amenities Sub-Committee**

In the absence of Mr. Knight, Mr. Smith reported on the following items.

- **Tennis Courts**

- **Pressure washing and moss killing**

Sports Courts Limited will be pressuring washing and moss killing the double tennis courts on Wednesday 28<sup>th</sup> March. In his report, Mr. Knight suggested that someone should try to visit while Sports Courts are on site to raise the issue of the substandard mortar between the new court and the old courts, although he has mentioned this item to them. Mr. Smith agreed to speak to Sports Courts when they are on site.

**Action: M. Smith**

- **Grant application for replacing the double tennis court wire netting**

The Community Hall were unsuccessful in their bid to get a grant from "Awards for All" for the replacement wire netting around the three sides of the old courts.

This item to be placed on the agenda for the April Parish Council meeting to enable Mr. Knight to take part in the discussions.

**Agenda: 04/18**

- **Floodlighting bulb**  
Floodlighting Limited were called out to rectify an intermittent fault with one of the floodlights in the column nearest the gate on new court. No fault was found in the circuitry and Floodlighting Limited have agreed to change the floodlight bulb.
- **Dead branch on Oak tree**  
There is a dead Oak tree branch dangling near the gate to the double tennis courts. This is seen as a potential hazard. Mr. Smith said that Mr. Knight had not inspected the branch himself.  
Mrs. Dinnin to ask Adam Welch to remove the branch. **Action: C. Dinnin**
- **Sportsfield**
  - **Goal mouth repair**  
At the end of March, Mr. Smith and Mr. Knight will decide what should be done with the goal mouth areas. **Action: I. Knight/M. Smith**
  - **Grass strimming and Community Hall garden maintenance work**  
The Clerk to give Mrs. Dinnin details of the work undertaken by Ted Brown around the sportsfield area so that quotations to do this work can be obtained for local contractors. **Action: C. Dinnin/J. Allsop**  
Mrs. Dinnin said that in the first instance she would be contacting Adam Welch to find out if he is interested in quoting to do the work. She would also contact the person who has already taken over some of Ted Brown's private gardening jobs, who lives in the High Street close to the Community Hall. **Action: C. Dinnin**
  - **Football use of sportsfield**  
Saturday Football (Adult men's) are battling with support for the season end. Watton Youth Football are now going to play some of their matches on the sportsfield.
  - **Cricket nets/Deed of Waiver - update**  
Mr. Smith said that all was in hand with the Deed of Waiver although it will be a slow progress. As the Diocesan Board have agreed to the waiver there is no reason the Cricket Club cannot go ahead with their project.  
Mrs. Dinnin said that the Cricket Club met last night and reported that a new contractor has been sort who hopefully will be able to complete the project within budget.

### Environment Sub-Committee

Mrs. Dinnin reported on the following items.

- **P3 grant**  
Mrs. Dinnin asked Parish Councillors if they could think of any items to be included in our P3 grant for 2018/19. Mr. Smith suggested the styles at the far end of Church Walk and the one in Church Lane.  
Mrs. Dinnin to speak to Tom Goldsmith (HCC Rights of Way Officer). **Action: C. Dinnin**
- **War Memorial**  
Mrs. Dinnin, said that she had not spoken to Adam Welch about the War Memorial planting because of the cold and wet weather conditions. **Action: C. Dinnin**
- **Allotments**  
Further to her report last month, Mrs. Dinnin has now re-let six allotment plots to new tenants. As previously reported, two of the allotment plots were large ones and have both been split in two.  
In the last month two people have been added to the allotment waiting list and more allotment plots have also come available. Mrs. Dinnin to allocate them plots. **Action: C. Dinnin**  
Mark Blacktin is due to install wire netting between the divided allotment plots.
- **Annual Tree inspection carried out by Adam Welch**  
All Parish Councillors have been e-mailed a copy of Adam Welch's annual tree inspections. The trees were graded between 1-10, with 1 being safe and 10 being extremely unsafe. All the trees in his report were graded 2 or 3 with one graded 4 and a multi-stemmed Willow adjacent to the Mill Lane gate was graded 7. Mrs. Dinnin to obtain quotations for work to the multi-stemmed Willow from Adam Welch and Tree Smiths. **Action: C. Dinnin**
- **Leaves**  
Mrs. Hammon said that there are still a lot of leaves at the bottom section of Station Road on the Watton Place Clinic side. Mrs. Dinnin to inspect. **Action: C. Dinnin**

### New Homes Bonus Sub-Committee

Nothing to report.

**b) Routine Reports**

- i) **Emergency escape lighting tests and manual alarm call tests**  
Mr. Meischke and Mr. Smith did the emergency escape lighting tests and manual alarm call testing directly before this meeting.
- ii) **Gas and electricity meter readings**  
The Clerk to e-mail either Mr. Meischke or Mr. Smith, at the end of each month, to ask them to take the gas and electricity meter readings.
- iii) **Weekly reports - Fire Inspection and shower tests**  
Nothing adverse to report.
- iv) **Health and Safety for village halls**  
Nothing adverse to report.
- v) **Monthly village-report**  
Dr. Waltham completed the report on 19<sup>th</sup> March and reported the following:  
Looked quite good and tidy – most things she identified in her report have already been discussed.
- Harry's bench – needs replacing
  - Salt bins all full apart from one which was ½ full.
  - Pot hole – High Street roundabout needs attention.
  - Some allotments look untidy
- vii) **Weekly sportsfield**  
Mr. Meischke said that he had asked Rosemary Brown to identify any items of concern around the Community Hall and sportsfield areas whilst she is out doing her litter picking duties. However, in the long term it might be more appropriate to ask the person who takes over Ted Brown's other duties (e.g. strimming, grass cutting, weed killing duties).
- viii) **Website/Facebook**  
Neighbourhood Plan – Village Open meeting poster. **Action: E. Waltham**
- ix) **Highway and Lighting faults**  
It was agreed to give County Councillor Ken Crofton a list of any outstanding highway issues. **Action: J. Allsop**
- x) **Dog fouling reports**  
Mr. Smith asked the Clerk to record all dog fouling incidents report list **Action: J. Allsop**

**9. Correspondence received**

- **Police report from Sergeant Duncan Wallace**  
This report, dated 20<sup>th</sup> March, has been was e-mailed to all Parish Councillors.

**10. Village organisations**

- **Scout and guide group**  
Mrs. Dinnin said that she had recently received an e-mail from Richard Wing (Scout and Guide Group Leader) to say that the plans for new storage areas are going ahead and fundraising for the new Scout and Guide building will commence in April.  
Mr. Smith said that the Parish Council has already pledged their support to this project and agreed to give the Scout and Guide Group a significant grant from the New Homes Bonus funds. However, Parish Councillors have yet to decide how much the grant will be.
- **Forever Active - Archery**  
Mr. Meischke said he is in the process of submitting a grant application to the Stevenage Community Trust for Archery equipment. Forever Active currently hire the Archery equipment for the Watton-at-Stone sessions and if the group is to continue at the Community Hall once the scheme comes to an end in October this year, they will either need to either purchase their own equipment or continue to pay for hiring it. Any hiring costs would have to come out of income received from the group.

**11. Items for Parish News**

No items were identified for inclusion in the April 2018 issues of the Parish News.

**The meeting closed at 2035.**

**The date for the next Parish Council meeting is Tuesday 17<sup>th</sup> April 2018.**