

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 14<sup>th</sup> May 2019**

<b>Present:</b>	Mr. Mike Smith (Chairman)	Mrs. Christine Dinnin
	Mrs. Catherine Hammon	Mr. Ian Knight
	Mr. David Stock	Dr. Emma Waltham
	Mrs. Jane Allsop (Clerk)	
<b>Public:</b>	None	

**1. Apologies for absence**

Apologies for absence: Mr. John Meischke (Vice-Chairman), Mr. Stephen Block, Mrs. Helen McCash District Councillor Sophie Bell and County Councillor Ken Crofton.

**2. Public Participation**

None.

**3. Chairman’s/Clerk’s Report**

Mr. Smith said that there are the following additional items for discussion.

- 2 planning applications. Refer to item 6 a, Planning applications.
- E-mail from Ken Crofton re footpaths – refer to item 9, Correspondence received.

**4. Declaration of Interests**

Mr. Smith declared an interest in item 6 a, Planning applications - 42 Rivershill (his daughter lives 40 Rivershill).

**5. Minutes of the last meeting**

**a) Acceptance**

- **Minutes of the Parish Council meeting held on Tuesday 19<sup>th</sup> March 2019**

Parish Councillors agreed that the minutes be approved.

**b) Review of actions**

**1. Investigate salt bin specifications re the Parish Council replacing two damaged ones**

Mr. Smith said that there have been a series of e-mails between the Clerk and County Councillor Ken Crofton, who has now provided costings for replacing salt bins.

The Parish Council to decide, at their June Parish Council meeting, if they wish to fund replacing the salt bins at Station Road and Perrywood Lane.

**Agenda: 06/19**

**2. Ask her decorator if he is interested in quoting to refurbish the kiosk**

Mrs. Hammon said that she had not managed to speak to her decorator because she had not seen him.

She agreed to send him a text message.

**Action: C. Hammon**

**c) Action points resolved**

1. Return signed streetlight transfer of ownership agreement to HCC
2. Put a briefing together for Mr. Knight to present to the Football Clubs
3. Produce summarised 12-monthly statement of accounts for the Parish Council and Community Hall
4. Amend the asset register to include the streetlights
5. Reimburse the Clerk for cost of Microsoft 365 annual subscription
6. Renew the annual subscriptions for CDA for Herts and, CPRE
7. Obtain quotations that cover both the Parish Council and Community Hall under one policy
8. Ask David Payne to clear and weed aggregate around the tennis courts
9. **Arrange for Mark Blacktin to install notice board at tennis courts**  
Mr. Knight said that the notice board has now been installed.
10. Arrange site meeting at War Memorial to discuss quotations
11. Produce a modified drawing of War Memorial groundworks
12. Investigate grant options for War Memorial groundworks

**13. Ask Mark Blacktin to requote for the labour costs re car park fence**

Mrs. Dinnin said that she did not ask Mark Blacktin for a quotation. Instead, Mr. Smith instructed him to install a post and rail fence around the car park using wood left over from another Parish Council job.

Mrs. Dinnin said that Mark Blacktin had now completed the work at a cost of £230 (£70 for materials and £160 for labour). She said the fence looked very good.

**14. Investigate how the information boards framework is put together & option for using recycled plastic****15. Ask David Payne to do specified strimming work on the sportsfield****16. Investigate salt bin specifications re the Parish Council replacing two damaged bins****17. Inform EHDC that their dog waste bin near the War Memorial is damaged****18. Contact defibrillator supplier****19. Ask PCSO Sally Brooks to find out if Defibrillator had been logged/reported damaged****20. Inspect the Ornate village sign's post****21. Take a picture of minor fly-tipping or children's camps on bank opposite Watton Clinic**

This action point is outstanding.

**Action: C. Dinnin**

**22. Ask School to remove their banner on the High Street roundabout at its junction with Station Road****6. Planning**

Mr. Smith reported on the following planning applications which were e-mailed to the Parish Council after the May agenda was published.

**a) Applications**

- **Ballacraine, Walkern Road (3/19/0942/HH)**

Single storey side extension, alterations to front porch to create pitched roof. Removal of pitched roof to rear and alterations to fenestration throughout

Parish Councillors studied the plans and agreed a no comment. The Clerk to write to the planning department accordingly.

**Action: J. Allsop**

Mrs. Dinnin agreed to put the standard planning application protocol letters in the letterboxes of the neighbouring properties.

**Action: C. Dinnin**

- **42 Rivershill (3/19/0873/HH)**

Conversion and alteration of garage, front infill extension and new detached double garage

Parish Councillors studied the plans and agreed a no comment. The Clerk to write to the planning department accordingly.

**Action: J. Allsop**

Mr. Smith agreed to put the standard planning application protocol letters in the letterboxes of the neighbouring properties.

**Action: M. Smith**

**b) Decisions**

None.

**7. Specific items****a) Report from District Councillor Sophie Bell**

The Clerk read out the following e-mail from Sophie Bell.

“Due to the purdah I have very little in the way of updates, but I discussed the neighbourhood speeding watch and all the equipment was returned to EHDC last year. I also have some anti-dog fouling literature from EHDC, and I was thinking of giving them to local businesses to keep out for customers.

It's also in very early stages but I'm looking into an anti-idling campaign for our village, to discourage people from leaving their engines running. I don't yet know what form this would take but it would help keep our air clean when it goes ahead.”

- **Train service**

Mrs. Hammon said that the train service is really bad at the moment. There are apparently not enough drivers to enable them to be trained on the new trains without causing a lack of drivers for the current service. The new trains are coming into use but being phased in gradually. She had seen a couple in use.

Mrs. Hammon said that the bus service, which is due to start on 20th May, will not help passengers wishing to go to Watton-at-Stone when a delayed train stops at Hertford North and the onwards trip to Watton is cancelled (which often happens). Stranded passengers will have to take the bus from Hertford to Stevenage and then another bus from Stevenage back to Watton-at-Stone.

**b) Neighbourhood plan – progress report**

Mrs. Hammon said that following their meeting with Parish Councillors on 24<sup>th</sup> April, the Steering Group met again last night (13<sup>th</sup> May).

Consultant Jacqueline Veater (Govresources Limited) felt that the Steering Group should update the public on the legal changes which came into force allowing Parish Councils to release Green Belt via their Neighbourhood Plan.

A public meeting has been arranged at the school and will take place on Monday 20<sup>th</sup> May. The public need to be made aware of the two major developers. The Woodhall Estate have confirmed that they are prepared for only 60 houses to be built on the lower levels of their land that lies between the High Street and the Railway line at the northern end of the High Street. They have also earmarked the Mill Lane field (formerly known as the rifle range) for potential football facilities although this remains under discussion.

The problem with seeking to crystallize potential gains for the village via the neighbourhood plan is that it may slow down finalising the plan, with the risk that developers may go ahead without including the benefits.

Mrs. Hammon said she was not certain if Green Belt release policies could include conditions of release in the neighbourhood plan. The approach of the steering group will therefore be to facilitate securing the benefits as far as possible, but to prioritise finishing the plan and getting the policies in place to control development in the parish.

At the public meeting on Monday 20<sup>th</sup>, the steering group will present the legal changes and where they have got to so far. They will also explain to the public that once they have completed the draft plan, they will pass it back to Parish Council to be submitted to EHDC.

Jacqueline Veater has started to draft the plan policies.

Mrs. Hammon said that one of the legal changes is that in February 2019, the government changed the way that housing need is calculated which will result in an increased number of houses East Herts need to provide. It is not yet known how much the increase will be or how the extra housing will be distributed across the district. However, the neighbourhood plan is going to provide for more than the 92 houses which the parish is required to deliver in any case. (Councillor Sophie Bell has subsequently confirmed that the increase in numbers will not take effect until the formal 5-year review of the EHDC plan takes place.

Mr. Smith said he is liaising with County Councillor Ken Crofton to find out if there might be any highways issues from developing football facilities in Mill Lane and the associated car parking required.

Mr. Smith said that the land adjacent to the Fairview Development, between the High Street and The River Beane, may be available as amenity land for the village. Though desirable the ongoing cost implications need careful consideration.

Mr. Smith said that he is meeting with Lindsay Holt to discuss the Woodhall Estate's involvement with the Environment Agency and other agencies, re improvements to the stretch of the River Beane that runs through the estate. He agreed to report back to Parish Councillors in due course. **Action: M. Smith**

**c) Litterbins**

Mr. Smith said that Mr. Block and Mr. Meischke had installed 7 out of the 11 litterbins.

**d) Streetlight – transfer of ownership agreement**

HCC have today returned one copy of the signed and dated legal agreement transferring all the Parish Council owned streetlights to HCC ownership.

The streetlights can now be removed from the Parish Council's Asset register and the insurance schedule.

**Action: J. Allsop**

This item to be removed from the agenda.

**e) V.E.T.S Defibrillator training**

Mr. Smith said that to date three people have shown an interest in the V.E.T.S. defibrillator training.

In order for the VETS scheme to work, it requires 10 volunteers to come forward for training.

Mr. Smith agreed to find out what the training involves and the cost implications.

**Action: M. Smith**

**f) Scouts**

Nothing to report.

**g) Ferreting Licenses**

It was agreed to contact Bob Adams to ask if he wishes to have his ferreting licenses renewed.

**Action: J. Allsop**

Roger Bridges Bridges did not respond to the request for renewing his ferreting licences in 2018. It was agreed not to contact him again.

**h) License across Cottage site**

Parish Councillors agreed to renew the licence for Temporary Access across the Land known as the "Old Cottage Site", at Watton Green, issued to Mr. Denis E. Filer (of Brambles, Watton Green).

**Action: M. Smith/J. Allsop**

## 8. Reports

### a) Sub-Committees

#### Budget & Finance

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

- **Monthly accounts**

#### Watton-at-Stone Parish Council

<b>Petty Cash – Receipts</b>		<b>Petty cash - Payments</b>	
None		None	
<b>Cheques issued</b>			
Glasdon UK Limited	11 lidded litterbins		1,796.92
Frank Cooper and Son	line marking		42.00
Defb Store	defibrillator pads		61.20
J. Allsop	Microsoft 365 annual subscription		59.99
Salaries and Wages	April		1262.71
Dr Emma Waltham	Neighbourhood Plan website hosting		72.00
David Payne	mowing and strimming		142.50
Frank Cooper and Son	April mowing sportsfield		288.00
Adam Welch	Removal of tree branch		60.00
			<b><u>3,785.32</u></b>
<b>Cheques received</b>			
East Herts District Council	½ year precept payment		<u>18,035.00</u>
			<b><u>18,035.00</u></b>

#### Watton-at-Stone Community Hall

<b>Petty Cash – Receipts</b>		<b>Petty Cash -Payments</b>	
Tony Silvestri - Pavilion (3 weeks)	30.00	Philip Smith – travel expenses	27.00
Youth Girls Football - Main Hall hire	10.00	JSM Archery – Archery instruction	60.00
Felicitas - donation	5.00	Tony Silvestri – Yoga instruction	<u>70.00</u>
Active East Herts	<u>475.00</u>		<b><u>157.00</u></b>
	<b><u>520.00</u></b>		
<b>Cheques issued</b>			
Sports Courts	Moss kill and pressure washing		768.00
D. P. Electrics	To trace fault on outside light		125.00
Rosemary Brown	21 hours x £8.88		186.48
Kelsie Kentfield	5 weeks cleaning		250.00
James Turner	Repair vandalised toilet		82.30
D and K Sendall	Fire Alarm repair and service		660.00
Jarrards	Investigate fire Alarm repair and quote to repair		67.20
			<b><u>2138.98</u></b>
<b>Cheques received</b>			
Felicitas Dixon	Main Hall and Pavilion hire		22.00
Badminton Club	Main Hall		147.50
Fran Wright	Main Hall		67.50
Bounce	Main Hall		192.00
A. Evett	Main Hall and Pavilion		60.00
Fran Wright	Main Hall		67.50
Jolene Denty	Main Hall and Pavilion		<u>60.00</u>
			<b><u>616.50</u></b>

Parish Councillors agreed the payments.

- **Internal Audit of the Parish Council accounts for the year ended 31<sup>st</sup> March 2019**

Stuart McCash had completed the internal audit of the Parish Council accounts for the year ended 31<sup>st</sup> March 2019 with a clean bill of health.

• **Annual Return of the Parish Council accounts for the year ended 31<sup>st</sup> March 2019**

Mr. Smith took the Parish Council through the annual governance statement and the following questions were answered as listed below.

<b>Section 1 – Annual governance statement</b>	
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 <sup>st</sup> March 2017 that,	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	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 took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practice that could have a significant financial effect on the ability of this authority to conduct its business or on its finances.	Yes
4. We have provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	Yes
5. We carried out an assessment of the risks facing this authority and took 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 accounting records and control systems.	Yes
7. We have taken appropriate action on all matters raised in reports from internal and external audit.	Yes
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on the authority 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 discharged our responsibility fund(s) assets, including financial reporting and, if required, independent examination or audit	N/A

Parish Councillors agreed that the Annual governance statement detailed in section one (listed above) of the Annual Return, together with section two, the accounting statement 2018/19, be approved and signed by the Chairman and the Clerk.

The Clerk will send the completed Annual Return and relevant documentation to PKF Littlejohn (official auditors) by 1<sup>st</sup> July 2019.

**Action: J. Allsop**

• **Audit of the Community Hall accounts for the year ended 31<sup>st</sup> March 2019**

All Parish Councillors were e-mailed a copy of the audited Community Hall accounts for the year ended 31<sup>st</sup> March 2019. Parish Councillors approved the audited Community Hall accounts and Mr. Smith agreed to sign two copies of the accounts.

The Clerk to give one signed copy of the accounts to McCash and Hay.

**Action: J. Allsop**

• **Parish Council and Community Hall insurance renewal quotations for policy renewal due on 1<sup>st</sup> June 2019**

As agreed at the April Parish Council meeting, the Clerk obtained a revised quotation for insurance cover from BHIB Insurance, removing streetlights from the schedule and some other small alterations. She also obtained a quotation on the same cover basis from Zurich insurance.

Their quotations are as follows.

- BHIB Insurance           £1,369.29
- Zurich insurance       £1,370.08

It was agreed that the Clerk and Mr. Smith should assess which insurer provides the best cover and accept one of these quotations before the renewal date of 1<sup>st</sup> June 2019.

**Action: M. Smith/J. Allsop**

• **Community Hall hourly rate for 2019/20**

Refer to final item under Community Hall Trustees - hire charges.

## Community Hall Trustees

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

- **Fire Alarm**

The fire-alarm system at the Community Hall developed a fault and D. P. Electrics were called out to replace the back-up batteries because it was assumed that this was the problem. However, D. P. Electrics reported that although the batteries were out of date, it was the main board that was at fault.

The Clerk then contacted Jarrards (who installed the original system when the Community Hall was built) and after inspection reported that the board could not be repaired but they could install a new system for £1,626 plus VAT. Because, for reasons of safety, the problem needed to be resolved as soon as possible, Mr. Meischke asked Mr. Smith to investigate if any other fire-alarm installation companies could do the work for less.

He found a company called D and K Sendall who could reproduce the fire-alarm box without the need for replacing the remaining fire sensors; so they were instructed to do the work, which has now been completed. The total cost of parts and labour was £550 plus VAT.

D. P. Electrics were then called out again to fit replacement batteries in the new fire-alarm box. They charged £45 for this initial call-out and a further £78 for the backup batteries.

Jarrards charged £56 plus VAT to 'investigate fire-alarm repair and quote to repair'.

Mr. Smith said that the fire-alarm system is now fully operational.

Parish Councillors approved the expenditures and the decisions taken.

- **Hire Charges**

The question of whether or not the current hire charges for the Community Hall should be increased arose. As a Trustee and a Parish Councillor, Mr. Stock felt that unless there is a strong financial reason/argument to do so they should (for a number of reasons) remain as they are. It was agreed that the Trustees discuss this item at their next meeting and report back to the Parish Council in June. **Action: Trustees**

- **Board of Trustees**

For the sake of completeness, Mr. Stock said that he wanted it reported here that, during the Annual meeting of the Parish Council, it was unanimously agreed to appoint the following Trustees for a four-year term, ending in May 2023.

Mr. John Meischke

Mrs. Christine Dinnin

Mr. Stephen Block

Mr. David Stock

## Recreation and Amenities Sub-Committee

Mr. Knight reported on the following items.

- **Tennis Courts- net damage**

Vandals set fire to the tennis court nets on the double courts. The police have been informed.

It was agreed that it was the Parish Council responsibility to pay for new nets, but no insurance claim will be submitted as the cost of the nets will be similar to the insurance excess.

Mr. Knight to liaise with the Clerk re the ordering of new nets.

**Action: I. Knight/J. Allsop**

- **Youth Football**

Mr. Knight said that Watton Youth Club are actively pursuing investing money in football facilities in Benington and most of the funds they have raised will be used in obtaining this facility.

Derek Hill (Chairman of Watton Youth Football Club) is aware of the possibility of additional football facilities being created at the Mill Lane site as well as at the sportsfield.

## Environment Sub-Committee

Mrs. Dinnin reported on the following item.

- **War Memorial**

Together with Mrs. Dinnin and Mr. Meischke, Mr. Stock had a further site meeting with Ben Story (Grassroots) to ensure that the work to undertaken for the groundworks for phase 1 of the War Memorial site upgrade was fully understood. As a result of this meeting he could now confirm that the quotes received from Grassroots, Strong-Base Driveways & Landscaping, and Home and Garden (and within the range of £3057 to £5060) still stood.

Also, Adam Welch has provided a quote for £330 to complete the preparatory work required to the site before the groundworks can begin.

Parish Councillors decided to accept the Grassroots quotation of £3,057 and Adam Welch's quotation of £330. The Clerk to write to the contractors accordingly.

**Action: J. Allsop**

Mr. Stock to liaise with Grassroots with regard to a start-date for the groundworks.

**Action: D. Stock**

Mrs Dinnin to liaise with Adam Welch with regard to a start date for his preparatory work.

**Action: C. Dinnin**

Mr. Smith has submitted a grant application to the War Memorials Trust for the landscaping work. However, he does not expect a successful outcome because he suspects that grants are awarded for work to the actual memorials themselves and not for the surrounding areas.

Parish Councillors agreed that if our grant application is unsuccessful, then the work will be funded via the New Homes Bonus.

- **Allotments**

Mrs. Dinnin said that at the Allotment and Garden Association's AGM the outgoing committee were re-elected.

It was reported at their AGM that one of the allotment holders had his locked tool storage box broken into. The allotment holder chose not to report the incident to the police.

David Wilkinson (Allotment and Garden Association's Treasurer) has checked their allotment insurance policy and public liability cover which only extends to 16 to 75-year olds. They were concerned that children below 16 years old and adults above 75 years old are not covered.

Mr. Smith said that he will be arranging for the grass on the disused allotment area to be cut.

**Action: M. Smith**

- **The Lammas**

Mrs. Dinnin, Mr. Stock and Mr. Block met with Tim Hill (of Herts & Middlesex Wildlife Trust) and Bob Thornton (River Beane Association and Watton-at-Stone resident) on the Lammas to discuss the future possibilities for the site.

Tim Hill offered to come to a Parish Council meeting to feed ideas into our core and give a presentation. He is also willing to do an audit of the Lammas site to maintain it in its natural state. The Parish Council can then cherry-pick from his audit what they do and do not want. This could also tie in with any improvements to the River Beane. At the moment the only stumbling block to improving the river along its boundary with the Lammas is the problem of notching of the weir. The current owner of the Mill building is unable to get planning permission and until the future of this site is sorted out no work can be carried out by the Environment Agency to the weir. Tim Hall has said that funding for this work is still in place.

Mr. Stock said that hopefully Tim Hall will be able to attend the June Parish Council meeting.

It was agreed to keep trimming back the grass to keep parts of the river visible and that regrowth of the trees along the riverbank will cut back on a yearly basis.

Mr. Smith agreed to invite Tim Hill to a meeting of the Parish Council.

**Action: M. Smith**

Mr. Knight said that he had suggested in an e-mail to Mrs. Dinnin that the area around the culverts, which is a bit of a mess, could be tidied up by the scout group.

Mrs. Dinnin to investigate this possibility.

**Action: C. Dinnin**

## **b) Routine Reports**

- i) **Emergency escape lighting tests and manual alarm call tests**

Mr. Smith said that Mr. Meischke had confirmed that the above test had been completed this week.

- ii) **Gas and electricity meter readings**

Mr. Meischke gives the Clerk gas and electricity meter readings at the end of each month and she uploads these readings to the providers websites.

- iii) **Weekly reports - Fire Inspection and shower tests**

None.

- v) **Monthly village-report**

Mr. Smith said that Mr. Block completed the report on 9<sup>th</sup> May 2019. The negative item contained in the report are list below.

- **Sportsfield:** grass cutting is required around the seats and trim track.

The Clerk to ask David Payne to do the work as and when appropriate.

**Action: J. Allsop**

- **Large swings:** some wear under large swings

- **Litterbin** – lidded bin to be fitted by play area and the tennis courts.

Mr. Knight said that new litterbin at the tennis courts will not be fixed to the new noticeboard.

- **Tennis nets** – fire damage, refer to report under 8 a, Recreation and Amenities Sub-Committee.

- **Allotments** – some cutting back and strimming needed, generally good.

- **Culverts** – a bit of an eyesore.

- **Dog-waste bin** – the bin by the War Memorial is splitting. This has recently been reported to EHDC.

- **Ornate village sign** – sign of rot at the bottom of the post. Mr. Smith to inspect and advise what action should be taken.

**Action: M. Smith**

- **Station Road** – camp still on Station Road.

- **Mill site** - hole at rear of building in Mill building. Report to PCSO Sally Brooks. **Action: J. Allsop**

**vi) Weekly sportsfield**

None.

**vii) Website/Facebook**

None.

**vi) Highway and Lighting faults**

The following problems to be reported to Highways

- Gravel chippings have appeared on Station Road and along Hertford end of the High Street. This appeared when the surface dressing work was done on the Datchworth to Watton-at-Stone road.
- Dropped drain cover on the roundabout near the War Memorial. **Action: J. Allsop**

The High Street parking restrictions along the stretch outside the Bull pub and Crumbs is being ignored by some drivers. This relates to the single and double yellow lines as well as the layby on the opposite side of the road. It was agreed to ask District Councillor Sophie Bell if she could arrange for EHDC to send a warden out to ticket offenders. **Action: J. Allsop**

**ix) Dog fouling reports**

Dog fouling is on the increase again in the village. Parish Councillors agreed to monitor the situation.

**x) Police reports**

None.

## 9. Correspondence received

**• E-mail from Ken Crofton – footpaths**

Mr. Smith said that he had received the following e-mail (dated 13<sup>th</sup> May) from County Councillor Ken Crofton.

‘Just to confirm I have met my Highways team in Watton last week. Substantial repairs and re-surfacing to Hazeldell footways, Gt. Innings and the High Street as per the report in your possession has been planned and resourced from my ‘20-’21 Highways Locality budget.’

Mr. Stock was very pleased to hear this from Ken, but said that although the report sent to us, and entitled ‘Footway Improvements - Watton-at-Stone’, mentions Hazeldell in the Executive Summary it (unlike for Great Innings and the High Street) gives no further mention/details of any work to be done in therein. He therefore agreed to seek confirmation from Ken Crofton that the funding would include the work in Hazeldell. **Action: D. Stock**

## 10. Village organisations

## 11. Items for Parish News

The following items were identified for inclusion in the June 2019 issues of the Parish News.

- Annual reports and accounts
- Parish Council Vacancy

The Clerk to e-mail Mr. Knight a copy of the Annual reports and e-mail the Parish Council Vacancy to the editor of the Parish News. **Action: J. Allsop**

**The meeting closed 2110.**

**The date for the next Parish Council meeting is Tuesday 18th June 2019.**