

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 18th June 2019

Present:	Mr. Mike Smith (Chairman)	Mr. John Meischke (Vice-Chairman)
	Mr. Stephen Block	Mrs. Christine Dinnin
	Mr. Ian Knight	Mrs. Helen McCash
	Mr. David Stock	Mrs. Jane Allsop (Clerk)
	District Councillor Sophie Bell (from 1925)	
Public:	PCSO Sally Brooks (from 1930 – 1945)	

1. Apologies for absence

Apologies for absence: Mrs. Catherine Hammon and Dr. Emma Waltham.

2. Public Participation

None.

3. Chairman’s/Clerk’s Report

Mr. Smith said that he would be taking item 12, Exclusion of press and public - Co-option of a Parish Councillor, directly after item 5 a.

4. Declaration of Interests

Mr. Smith declared a personal interest in item 6 a ii, Planning applications - 6 Rivershill (he is in the process of purchasing this property).

Mr. Block declared a personal interest in item 12, Exclusion of press and public - Co-option of a Parish Councillor (his partner Kay Jancey was one of the applicants).

5. Minutes of the last meeting

a) Acceptance

• **Minutes of the Parish Council meeting held on Tuesday 14th May 2019**

Parish Councillors agreed that the minutes be approved.

• **Minutes of the Annual meeting of the Parish Council meeting held on Tuesday 14th May 2019**

Parish Councillors agreed that the minutes be approved.

12. EXCLUSION OF THE PUBLIC AND PRESS

That the press and public be excluded from the meeting for consideration of Item 12 as it contains exempt information as defined in Section 100a of the Local Government Act 1972 (as amended by Section 12A of the Local Government Act 1985); namely information relating to any consultations or negotiations in connection with any labour relations matter arising between the council and employees.

Mr. Block left the meeting while this item was discussed and took no part in the discussions or voting process.

• **Summary of exempt/confidential proceedings**

There were four applications received to fill the Parish Council Vacancy from:

- Rosemary Cooper
- Roger Green
- Kay Jancey
- Lyn Oakman

Parish Councillors were e-mailed copies of all the applications prior to this meeting.

After discussion, Parish Councillors completed voting slips and Mrs. Jancey was duly co-opted as a Parish Councillor.

Mr. Smith to write to all four applicants.

Action: M. Smith

Mr. Block returned to the meeting

District Councillor Sophie Bell arrived at the meeting.

It was agreed to put a notice on our website and Facebook page, as well as in the September issue of the Parish magazine.

Action: M. Smith/J. Allsop

b) Review of actions**1. Inspect rot at the bottom of the post the Ornate sign site on and advise what action**

Mr. Smith said that he had inspected the bottom of the post and suggested that a concrete plinth is installed around the post to protect it. This was agreed by Parish Councillors. The contractors who will be upgrading the War Memorial site to be asked to do the work when they are on site. **Action: M. Smith**

2. Contact the Scout and Guide Group re the area around the culverts in Mill Lane: outstanding

Mrs. Dinnin said that she had inspected the site again and it is now overgrown with nettles and it would not be appropriate to ask the Scout and Guide Group to clear at this time.

It was agreed to review the situation again in Autumn when the nettles have died back. **Agenda: 10/2019**

c) Action points resolved

1. Write to the planning department re application re Ballacraigne, Walkern Road (3/19/0942/HH)
2. Put planning application protocol letters in the letterboxes of the properties neighbouring Ballacraigne
3. Write to the planning department re application re 42 Rivershill (3/19/0873/HH)
4. Put planning application protocol letters in the letterboxes of the properties neighbouring 42 Rivershill
5. Meet with Lindsay Holt (Woodhall estate) re River Beane improvements and update Parish Councillors
6. Remove streetlighting from Asset register and insurance schedule
7. Find out what the V.E.T.S. defibrillator training involves and the cost implications
8. Contact Bob Adams re ferreting licenses
9. Renew License across Cottage site
10. **Send the completed Annual Return & documentation to PKF Littlejohn by 1st July: outstanding.**
Note: This action was completed on 26th June 2019.
11. Give one signed copy of the audited Community Hall accounts to McCash and Hay
12. Assess which insurer provides the best cover and obtain cover before the renewal date
13. Discuss Community Hall hire charges
14. Liaise re the purchase of replacement tennis nets
15. Write to all contractors who submitted quotations for work at War Memorial site
16. Liaise with Grassroots re start-date for the groundworks at War Memorial site
17. Liaise with Adam Welch re start date for his preparatory work at War Memorial site
18. Arrange for the grass on the disused allotment area to be cut
19. **Invite Tim Hill (Herts & Middlesex Wildlife Trust) to a meeting of the Parish Council**

Mr. Smith said that he had e-mailed Tim Hill inviting him to attend either the June or July Parish Council meetings, however he was not available on either of these dates. Parish Councillors agreed that a separate date should be arranged to meet Mr. Hill.

Mr. Smith to contact Mr. Hill to ask his availability dates over the next three weeks. **Action: M. Smith**

Mrs. Dinnin will arrange a meeting of the Environment Sub-Committee based on the dates that Mr. Hill is available. **Action: D. Dinnin**

Mr. Stock said that he was impressed by Mr. Hill when he met him on site at the Lammas during May and as before thought that he would be an excellent source of ideas.

20. Ask David Payne to cut the grass around the sportsfield seats and trim
21. Report hole at the rear of the Mill Lane building to PCSO Sally Brook
22. Report dropped drain cover on the High Street/Station Road roundabout
23. Ask District Councillor C Sophie Bell to arrange for traffic warden to ticket parking offenders
24. Seek confirmation from County Councillor Ken Crofton re footway improvements
25. Submit article and annual reports and accounts to Parish News

d) Action points outstanding**1. Mrs. Hammon to ask her decorator about painting the Phone kiosk.**

No answer as yet.

Action: C. Hammon

2. Take a picture of minor fly-tipping or children's camps on bank opposite Watton Clinic

Completed by Mrs. Dinnin and East Herts duly informed and agreed to investigate.

Mrs. Dinnin to follow up and report back in July.

Action: C. Dinnin

Cllr. Sophie Bell said that she is now a member of the District Council's scrutiny committee and would be able to assist in situations like the removal of the camp on the bank in Station Road.

PCSO Sally Brooks arrived at the meeting.

Mr. Smith invited her to give her report.

- **Police report**

PCSO Brooks gave the Parish Council details of 11 incidents that had occurred in Watton-at-Stone since 22nd May.

She said that the Clerk forwarded her an e-mail concerning parking in and around the school. She will try and be available at school dropping off and collection times, to offer words of advice to the offending parents.

Finally, she informed Parish Councillors, if they were not already aware, that there has been theft of lead from the church in Furneux Pelham. The damage caused is extensive and she asked that we be vigilant concerning any activity around the Watton-at-Stone area.

Mrs. McCash suggested that PCSO Brooks visits the Luncheon Club to give them some advice on bogus callers. PCSO Brooks agreed to do so and liaise with Mrs. McCash.

6. Planning

Mr. Smith reported on the following planning applications.

a) Applications

i) 23 Lammas Road (3/19/0980/HH)

Erection of two storey extension and conversion of loft space

Mr. Smith said this planning application crept under the radar and as a response was needed urgently before the deadline date. He therefore inspected the plans, which are for a smaller extension than the previous two applications submitted. One of the previous applications was withdrawn and the other was refused. He instructed the Clerk to write to the planning department with a no comment response, which is the same response the Parish Council made for the previous two applications.

Mr. Smith left the meeting while this item was discussed and took no part in the discussions or decisions.

ii) 6 Rivershill (3/19/1061/HH)

Single storey rear and side extension incorporating 5 no roof-lights and a new window to the north elevation

This application is for a property which Mr. Smith is in the process of purchasing.

The Clerk said that she e-mailed Dr. Waltham the planning protocol letter for her to deliver to the neighbours at 4 and 8 Rivershill.

The Clerk outlined the details of the application for Parish Councillors, who agreed a no comment response. The Clerk to write to the planning department accordingly. **Action: J. Allsop**

Mr. Smith returned the meeting.

iii) Land rear of 35, 37, 37a Station Road (3/19/1013/FUL)

Erection of a detached two storey house and cycle and garden store with creation of 2 parking spaces with proposed new access

Parish Councillors discussed the application and agreed the following response.

‘The Parish Council strongly objects to this application.

This application is essentially a repeat of an earlier application where the Parish Council unanimously agreed that this was an overdevelopment of an existing site. This new application flies in the face of the District Plan and the NPPF.

The fact that the new proposal is scaled down slightly does not void the principle and is in direct conflict with the emerging Neighbourhood Plan which supports linear development.’

The Clerk to write to the planning department accordingly. **Action: J. Allsop**

iv) 82 High Street (3/19/1141/FUL)

Construct 2 no new timber pergolas, 1 no to the rear garden and 1 no to the side entrance from the car park

Parish Councillors discussed applications, one of which is for listed building consent, and agreed no comment responses.

The Clerk to write to the planning department accordingly. **Action: J. Allsop**

v) 82 High Street (3/19/1142/LBC (Listed Building and Conservation Areas))

Construct 2 no new timber pergolas, 1 no to the rear garden and 1 no to the side entrance from the car park

Refer to the above application.

b) Decisions

i. Land Adj B T Telephone Exchange High Street (3/18/2416/out)

Outline planning permission for single dwelling and garage – all matters reserved East Herts Council – granted
Mr. Knight said that Mr. Thornhill, the applicant, put his address as 20 High Street on the planning application form. He does not and has never lived at this address. The owner/occupier of this address is an elderly lady who has lived at this address for many years and is now receiving letters addressed to Mr. Thornhill.

The Clerk informed the planning department, who contacted Mr. Thornhill via e-mail, and he provided them with an alternative address which mail could be forwarded to.

Mr. Knight agreed to pick up Mr. Thornhill's mail from 20 High Street.

Action: I. Knight

Mrs. McCash to inform PCSO Sally Brooks about this incident and report back to the Parish Council.

Action: H. McCash

7. Specific items

a) Report from District Councillor Sophie Bell

Cllr. Sophie Bell urged Parish Councillors to visit Hertford Theatre on Saturday 22nd June between 1000 and 1200 in support of stopping the Urgent Care Unit at Welwyn being closed. Cllrs Bell said that this information can be found on her Facebook page.

It was agreed to advertise this event on our Facebook page.

Action: J. Allsop

Cllr Bell reported on the following items.

- Hertford Town Centre - developers pulling out.
- Hartham re-development, which will retain the existing swimming pool but replace the rest of the buildings.
- Parking problems - High Street and Rectory Lane, by the school – both areas are getting worse. She has asked EHDC to send a warden out to ticket offenders.

Cllr Bell said that EHDC intends to reform their parking policy and one option is to have residents parking schemes that are free of charge. It is likely there will be consultation across the district which we will publicise in our media outlets.

Mr. Meischke said that the Trustees are looking to resolve their parking problems by investigating the use of a company that will fine repeated offenders who use the Community Hall car park without hiring the facilities.

- **Scarecrow Festival**

Cllr. Bell said she would like to hold a Scarecrow Festival in Watton-at-Stone during the summer of 2020, with the hope that it would become an annual event.

The Parish Council thought this was an excellent idea and suggested it could be incorporated with other events going on during that day, such as a craft event at the Community Hall and the Annual Garden and Allotment Show held at the War Memorial Hall.

Cllr. Bell said that funding might be available from Clarion Housing Association as well as other sponsors.

She suggested that the Scarecrows would not be in a central position in the village but all around Watton-at-Stone.

b) Neighbourhood plan – progress report

Mr. Smith said that Dr. Waltham produced the following report because both she and Mrs. Hammon were unable to attend tonight's meeting.

“Regarding the Neighbourhood Plan, I had a long call with our consultant last week and the outcome of that was that we think it is unrealistic to do the exhibition/consultation in June or July. Instead I will propose to the steering group that we postpone until September.

We had a meeting at the school and that went well. The purpose was to make sure that the community is on board and it seems to be so.

The next stage is a formal consultation. Following the call with JV, our consultant, I now have a project plan which maps out everything we have to do to be ready for the exhibition in time.

If we can make progress on these tasks over the next few weeks, then we will be in a position to commit to a date for the exhibition.

One of these tasks is for the Parish Council to take a view on what benefits it would like to see. As some of these are 'in kind' it will affect the amount of S106 money that will be made available.

JV says that is becoming more common for Parish Councils to ringfence S106 money and we can do a policy to ringfence the S106 money in our plan and include an action plan which will detail what steps the Parish Council needs to take after the Neighbourhood Plan is adopted, regarding making sure these benefits are implemented.

So, that is something we need to do collectively so there is an outline of the action plan and appropriate policy for the exhibition.

Mr. Smith said that if the Parish Council is to ringfence S106 they need to define what improvements they want for the village. He outlined his proposals for improving the Community Hall and sportsfield areas if land is made available for the adult football pitch at an alternative location. The swings on the play area could be replaced and relocated further up the field to accommodate a larger car park and youth football pitches. The Cricket pitch and practise runs would remain on site. Mr. Smith outlined the potential costs and said that the relocation of the adult football pitch would largely be born by the Football Association. If the Mill Lane site is an option, they could combine their changing room facilities in a new building with the Scout and Guide Group.

Mr. Stock suggested that a working group be formed to take this forward. This was agreed and the following Parish Councillors agreed to be members of the working group.

Mr. Smith	Mr. Meischke	Mr. Block
Mrs. Dinnin	Mr. Stock	

Mr. Smith to sketch out his plans for discussion and arrange a date for the working group to meet.

Action: M. Smith

Cllr. Sophie Bell agreed to ask one of the planning officers to meet with the working group to discuss their plans.

Action: S. Bell

c) Litterbins

Mr. Block reported that 9 out of the 11 new lidded litterbins have now been installed.

d) Traffic along the High Street.

Mr. Stock reminded those present that this item, together with ‘Station Road’ (below), was put on this agenda some months ago to allow us time to monitor the outcome of the previous improvement-schemes.

After much discussion it was agreed that the traffic congestion in the High Street is getting worse and the parking restrictions are no longer being observed. It is also feared that the current and long-standing problems are bound to continue to get worse as further development within the village takes place. Once again Parish Councillors felt that the situation could be improved if, as a minimum, we had the ‘bolt-holes’ installed as originally requested and proposed.

Before we initiate any further contact with HCC, it was agreed that EHDC be asked to monitor and enforce the parking restrictions in the High Street as a matter of urgency. Sophie Bell to act accordingly.

Action: S. Bell

This item to be placed on the September agenda.

Agenda: 09/2019

e) Station road.

Mr. Stock was pleased to report that, to his knowledge, no complaints or negative comments had been received since the completion of the scheme. Although in general the scheme has been successful, we need to continue to monitor the situation on an on-going basis. To this end, the item will appear on our Agenda every 6 months.

Agenda: 12/2019

Our feelings about the ineffectiveness of the two speed-cushions remain unchanged as does our disappointment in the apparent lack of will to rectify the situation.

f) Footpaths.

Further to his action point from our previous meeting, Mr. Stock contacted County Councillor Ken Crofton to confirm that the footpaths in Hazeldell are to be included in the footway improvements scheduled for 2020/21. Although he was pleased to say that Mr. Crofton confirmed that this was so, Mr. Stock remains unclear as to what this work entails and will get this clarified nearer the time.

g) V.E.T.S. Defibrillator training salt bins

Mr. Smith said that he had been in touch with Heartbeat about defibrillator training. They asked him if the Parish Council regularly check the defibrillator and he confirmed they do this as part of the monthly-village report. Heartbeat said that ideally the equipment should be checked once a fortnight. They also raised the question of liability insurance should the machine fail to work. Mr. Smith instructed the Clerk to contact our insurance broker, BHIB. BHIB said that they do not cover defibrillator liability insurance and they thought it extremely unlikely that the Parish Council would ever be sued in the event of the machine not working properly. They said that to date there have been no cases in the UK. Mr. Smith instructed the Clerk to e-mail this information to Mrs. Hammon and she responded as follows.

“I can’t give you formal legal advice on this as I don’t know enough about negligence and/or product liability.

But from a common sense point of view, it comes down to a risk assessment. On balance I think the potential benefits from having the defibrillator outweigh the risk that we are sued because it doesn't work. The response of the insurers that we are unlikely to be sued in any case seems sensible to me - and there is the point in the link that you sent that the person would be dying already.

The key point is probably to make sure we maintain the kit responsibly and can show that we have done what was expected and necessary. If we have to check it weekly to minimise the risk if it not working, that sounds sensible and is something that I could easily take on, if helpful."

Mr. Meischke said that the defibrillator shows a warning light if something is wrong with the machine. The only time this happened was to show that the pads needing renewing because they were two years old. The gel on the pads that make direct contact with the patient's skin starts to deteriorate over time. The machine would still have continued to work as the message was a warning only. When Mr. Meischke replaced the pads the warning message disappeared.

Mr. Smith said that only four people responded to the Parish Council's article asking for volunteers to come forward for the VETS training scheme. He reminded Parish Councillors that VETS is a community-run system and enables up to ten "good neighbours" to assist pending the arrival of the emergency services. What Mr. Smith had not realised that volunteers must live within 400 yards of the defibrillator. However, with only four volunteers, when ten is required, we cannot offer the training.

Mr. Smith suggested that the Parish Council organise a First Aid course with defibrillator training included instead and hold it in the Community Hall.

It was agreed to ask our new Parish Councillor, Kay Jancey, to find out the most suitable First Aid courses and how much they would cost to run.

Action: K. Jancey

h) Salt bins

Mr. Smith reminded Parish Councillors that at their April 2019 meeting it was reported that the salt bins in Perrywood Lane and the one at the bottom of Church Walk are in a very poor condition. Cllr. Ken Crofton, who was present at that meeting, agreed to investigate the specification for salt bins with a view to the Parish Council agreeing their purchase. He e-mailed on 13th May as follows.

'If you need to replace Parish Council owned bins, I have been told it is best and cheaper to go directly to a supplier. One such supplier is Glasdon, who normally charge circa £158 + VAT for a 400-litre bin. Highways will reluctantly change them supply & fit for circa £250 + VAT'

The Clerk subsequently informed Cllr. Crofton that the Parish Council did not own any salt bins and gave him a list of the HCC owned bins, which he subsequently confirmed where in HCC ownership, apart from two private bins in Moorymead Close.

It was agreed to check the prices of new salt bins from Glasdon UK Limited and if they are close to the price quoted by Cllr. Crofton proceed with ordering two salt bins.

Action: M. Smith/J. Allsop

8. Reports

a) Sub-Committees

Budget & Finance

Mr. Block reported on the following item.

- **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		None	
Cheques issued			
S. W. McCash	Annual internal audit of Parish Council accounts		240.00
My History	Acid free paper used for minutes		27.90
Wages and salaries	May 2019		1342.25
Adam Welch	Clear 1 allotment		50.00
Mark Blacktin	Install post and rail fence at allotment for car parking		230.00
Frank Cooper and Son	Line marking x 2		84.00
Mark Blacktin	Install posts and notice board for the tennis club		185.00
BHIB Limited	Annual insurance premium		1,369.29
David Payne	Mowing and strimming		147.50
BSWW Parish News	4-page Parish News insert		62.50
Frank Cooper and Son	Grass cutting 5, 12, 19 & 26 April		360.00
			4,098.44
Cheques received			
Sports and Social Club	Donation towards notice board by Tennis courts		185.00
Sports and Social Club	Quarter one		386.25
Sports and Social Club	Football pitch line marking donation		105.00
Alex Cornish	Allotment rent and £50 deposit		50.00
			726.25

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Tony Silvestri - Pavilion (4 weeks)	40.00	Philip Smith – travel expenses	40.50
Katie Camp – Pavilion hire	20.00	Tony Silvestri – Yoga instruction	65.00
Felicitas – donation for toy use	5.00		105.50
Floodlighting to 28.05.19	80.00		
Jodie Rogers – Main Hall and	42.00		
Ben Talbot – toilet & changing	60.00		
Active East Herts	369.00		
	616.00		
Cheques issued			
McCash and Hay	Annual Audit		156.00
E-on	Gas		106.58
D. P. Electrics	Inspect fire alarm system		45.00
Laidlaw	Replacement lock for large changing room		89.52
D. P. Electrics	Batteries for fire alarm system		78.00
Castle Water	Water		20.75
Wages	cleaning		395.36
			891.21
Cheques received			
Felicitas Dixon	Main Hall and Pavilion hire for 06.06.19		22.00
Peter Khera - Karate	Main Hall		193.00
Karen Richardson	Main Hall and Pavilion		45.00
Sports and Social Club	Quarter one		386.25
Heidi Cripps	Main Hall and Pavilion hire for 06.06.19		54.00
Bounce	Main Hall		195.00
Paula Sutton	Main Hall		222.30
Francesca Wright	Main Hall		90.00
HMRC	VAT rebate		28.61
Geri - Moo Music	Pavilion hire		42.00
Jo Little	Main Hall and Pavilion		82.00
Louise Bater	Pavilion hire		243.00
Karen Sparrow	Main Hall and Pavilion		45.00
			1648.16

Parish Councillors agreed the payments.

Community Hall Trustees

Mr. Meischke reported on the following items

- **Report and minutes of meeting held on 31st May 2019**

All Parish Councillors have been e-mailed a copy of the Trustees minutes.

- **Car parking**

Mr. Meischke said that the Trustees are hopeful they may have found a solution to resolve the problems of people repeatedly using the car park when they should not be doing so.

Recreation and Amenities Sub-Committee

Mr. Knight reported on the following items.

- **Nets for football goal posts**

The Ladies football team will be ordering a spare set of football goal post nets for their own use and do not want the Parish Council to purchase them on their behalf.

- **Cricket nets**

Mrs. McCash said she had received a complaint about the length of the grass around the cricket nets, which they considered to be a trip hazard, from one of her neighbours.

Mr. Smith said he had inspected the area tonight and the grass around the cricket nets has been cut back.

The Clerk to inform the person who complained that the grass has been cut back. **Action: J. Allsop**

Mr. Meischke to speak to both Bob Spinks and David Payne to define who cuts which areas of grass.

Action: J. Meischke

Environment Sub-Committee

Mrs. Dinnin reported on the following item.

- **War Memorial**

Mr. Stock to contact Ben Storey (of Grassroots) for an update re the start-date for the phase 1 groundworks. This also has to be dove-tailed with the initial shrub and hedge-reduction work to be done by Adam Welch.

Action: D. Stock

- **The Lammas**
 - **Culverts** – this item was discussed under 5 b 2, Review of actions - Contact the Scout and Guide Group re the area around the culverts in Mill Lane.
 - **Graffiti on bench** – Mr. Meischke agreed to see if he could remove the graffiti. **Action: J. Meischke**
- **Grass cutting on Watton Green and the Lammas**
Mr. Smith said that he is in contact with the grass cutting contractors, Jeff Skidmore contractors, who said that the grass is currently too wet to cut but they will arrange for the work to be done on both sites as soon as the weather conditions permit. Mr. Smith to continue to liaise with the contractors. **Action: M. Smith**

b) Routine Reports

- i) **Emergency escape lighting tests and manual alarm call tests**
Mr. Meischke said he would do it 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 Mrs. Hammon completed the report on 16th and 17th June 2019 and e-mailed the Clerk the following report.
 - **Sportsfield**
 - The grass on the sportsfield is very long where the mower doesn't go, including around some of the benches and trim trail equipment. I know this was raised and requested last month so I'm not sure if the work was not actually done or if the grass has just grown back again with all the rain etc.
Mr. Smith agreed to speak to David Payne to find out what work he has done and when. **Action: M. Smith**
 - Two uncapped post holes behind the goalpost area on the tennis court side of the sports field. The two larger ones on that side have covered but there are two smaller ones behind which are not. The holes are 2-3 inches diameter and I think someone (certainly a child) could get a foot caught. Can we get caps/covers for them? I looked for the same holes behind the goal posts on the hall side of the field to check for the same problem but couldn't see them.
The Clerk said she had purchased some small caps; however, these were too small for the holes.
It was agreed to purchase both sizes of goal post caps. **Action: J. Allsop**
 - **Tennis courts** - there are a lot of laminated notices tied to the fencing on the tennis courts. Can these be moved into the (fairly empty) new notice board? **Action: I. Knight**
 - **Mill Lane** - there is a large pile of tyres by the clothes recycling bin by the scout hut. Not sure if this is fly-tipping or scout equipment?
The Clerk to report this to EHDC. **Action: J. Allsop**
Note: The Clerk visited Mill Lane on 19th June and took photographs of the pile of tyres. As they are on Woodhall Estate land, she e-mailed the photo to Lindsay Holt instead of informing EHDC. She did not receive a reply.
 - **Adjacent to War Memorial** - there is a Portaloo in the corner of Church field behind the War Memorial - again, not sure if this is needed (left from the fete?) or fly-tipping?
Mr. Knight said he had been phoning the Portaloo contractor on almost a daily basis since the fete trying to get them to remove it.
 - **Ornate village sign** - the village signpost is looking fine except at the bottom where it looks as if it has been damaged by strimming. Stephen reported this last month as signs of rot - I didn't touch it to see if it is going soft but it certainly needs some attention.
Refer to item 5 b 1, Review of actions - Inspect rot at the bottom of the post the Ornate sign site on and advise what action
 - **Salt bins** - not checked.
- vi) **Weekly sportsfield**
None.

vii) Website/Facebook.

It had been brought to the attention of Mr. Stock that certain items (including links that did not work) were no longer valid/up-to-date and he was thus concerned about the negative impact this had on the image of our website. During his work on the new site he attempted (where possible) to reduce the risk of such problems by writing basic introductory text and then using links to the appropriate sites, thereby putting the responsibility for providing accurate up-to-date information on the interested parties. He and the Clerk had discussed the problem areas and she then took steps to resolve the issues highlighted.

He proposed that in addition to a general awareness and monitoring of the website content and known changes within businesses and organisations therein, the Clerk sends an e-mail to all those involved to ask them to review and confirm that their entries and links on our website are accurate and valid. Mr. Stock suggested that, starting immediately, this should be done annually and put on future agendas accordingly. This was agreed. **Action: J. Allsop**

In addition, it would be useful if all Parish Councillors notified the Clerk of any changes or issues, they become aware of.

vi) Highway and Lighting faults

None.

ix) Dog fouling reports

None.

x) Police reports

Refer to item directly after 5 d, Action points outstanding.

9. Correspondence received**a) EHDC – TPO order on land West of Telephone exchange, High Street**

East Herts Council are to apply TPO orders to some of the larger trees on the land adjacent to the BT exchange. This site has recently had outline planning permission granted.

10. Village organisations

- **River Beane Restoration Association**

Mr. Block said he was forwarded a message from a member of the River Beane Restoration Association about children around the ages of 12 - 13 years old who were very loud and walking in the river where young ducklings were. They suggested that signs should be put up along the River Beane, asking that dogs and children to stay out of River.

It was agreed to put a notice on the Parish Council's Facebook page and ask the school to send out notes about the hazards of children playing in the river. **Action: S. Block/J. Allsop**

- **War Memorial Hall**

Mr. Stock said that the War Memorial Hall will be holding their AGM on 27th June.

- **Youth Club**

Mr. Meischke said that the Youth Club are holding a special sports event this Friday.

Lyn Oakman is no longer involved with attending the Club events but is still doing the paperwork for them.

11. Items for Parish News

No items were identified for inclusion in the September 2019 issues of the Parish News.

- **125 years of parish councils**

Mr. Meischke said that in January 2020 it will be the Watton-at-Stone Parish Council 125th year and he proposed we do something to mark the occasion.

The Parish Council held weeklong celebrations to mark their 100 years and Mr. Meischke suggested that we produce a booklet to mark the 125th anniversary along the lines of the 100th year booklet.

It was agreed to contact Alan Rattue to find out if he would be interested in helping put together a booklet and include some of his photographs both old and new. **Action: J. Meischke**

12. Exclusion of press and public

- **Co-optioin of a Parish Councillor**

This item was taken directly after item 5 a, Minutes of the last meeting – Acceptance.

The meeting closed 2125.

The date for the next Parish Council meeting is Tuesday 16th July 2019.