

Zoom minutes of the Council meeting held on 21st September 2020

Present:	Cllr. Michael Smith (Chairman)	Cllr. John Meischke (Vice-Chairman)
	Cllr. Stephen Block	Cllr. Christine Dinnin
	Cllr. Catherine Hammon	Cllr. Kay Jancey.
	Cllr. Ian Knight	Cllr. Helen McCash
	Cllr. David Stock	Cllr. Emma Waltham
	Clerk: Jane Allsop	

1. Apologies for absence

Apologies: None.

2. Public participation

None.

3. Chairman's/ Clerk's report

Additional items received after the agenda was published.

- Three planning decisions for the Mill – refer to item 6 b – Planning decisions.
- Draft Report from EAS concerning traffic mitigation in Mill Lane - refer to item 7 a, Neighbourhood Plan.

4. Declaration of interests

None.

5. Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on Tuesday 21st July 2020**
Parish Councillors agreed that the minutes be approved.

b) Review of actions

1. Inspect path up to the tennis courts re uneven paving slabs

Cllr. Meischke inspected path with Cllrs. Stock and Block and felt that the paving slabs are moving slightly. He agreed to instruct David Payne to level the slabs when they have settled again after the expected rainy weather.

Action: J. Meischke

2. Contact Castle Water re Community Hall billing

Refer to item 8 a, Community Hall Trustees- Water readings report.

3. Inspect wire fence adjacent to the gate along the footpath to the Church

Cllr. Smith said this requires new gate posts and suggested reworking with palings and rabbit wire.

Cllr. Smith to obtain a quotation for this work.

Action: M. Smith

4. Inspect litter in ditch next to tennis court & arrange for it to be cleared

Cllr. Meischke reported that the work has been done.

5. Ask District Cllr. Bell to contact Clarion Housing re hedge by allotments

The Clerk e-mailed Cllr. Sophie Bell on 27th July asking her to contact Clarion Housing to get the hedge cut by the allotments entrance and on 10th September she sent a text message asking her for an update as the hedge has still not been cut back. She also contacted Clarion Housing who stated that they had new contractors who had not done all the work they were scheduled to do. Clarion Housing said they would be getting the work done as soon as possible. The Clerk to chase if the work has not been done within the next two weeks.

Action: J. Allsop

6. Cut back the branches overhanging the footpath by the Ornate village sign

This work is yet to be completed.

Action: M. Smith

c) Action points resolved

1. Contact parents of child awarded Parish Council trophy
2. Sign amendment to 'Report & updates on cancelled March 2020 meeting'
3. Notify Richard Wing, Scout & Guide Group, of agreed financial commitment
4. Ask EHDC to empty litter bin on footpath 17 at its junction with Church Lane
5. Obtain insurance certificate from cleaners
6. Invoice the Sports & Social Club for 1st & 2nd quarters
7. Renew Parish online subscription in September
8. Renew CPRE annual membership
9. Arrange for new priority Tennis Club notices to be made
10. Install information boards on Watton Green
11. Arrange for the grass in the disused area of the allotments to be cut
12. Inspect the bench next to the large swings
13. **Contact HCC A602 improvement scheme requesting a dog bin installation**

Refer to item 7 f, Specific items - A602 improvement scheme update.

d) Action points outstanding for more than two months**1. Arrange for the minute books to be bound**

The Clerk confirmed that 10 years of Parish Council minutes have now been bound into five volumes (two years per volume) at a cost of £175 (£35 per volume). This is less than the price charged in 2011 which was £40 per volume (one year per volume).

The Clerk to arrange for the latest minute books to be archived at HCC.

Action: J. Allsop

6. Planning**a) Applications**

The following planning applications were dealt with via e-mail and letters put through the doors of residents as and when required.

i) Unit 1 Watton Mill, Mill Lane (3/20/1391/B1CPN)

Change of use of Unit 1 from light industrial (Class B1(C) to 2 one-bedroom self- contained residential flats (Class C3)

ii) Unit 2 Watton Mill, Mill Lane (3/20/1392/B1CPN)

Change of use of Unit 1 from light industrial (Class B1(C) to 6 one-bedroom self- contained residential flats (Class C3)

iii) Unit 3 Watton Mill, Mill Lane (3/20/1395/B1CPN)

Change of use of Unit 1 from light industrial (Class B1(C) to 4 one-bedroom self- contained residential flats (Class C3)

iv) Land to the rear of 2 Rectory Lane (3/20/1381/FUL)

Demolition of half of existing garage & erection of 2-bedroom chalet bungalow with 2 off-street car parking spaces

v) Lamsden House, Blue Hill Farm, High Elms Lane (3/20/1397/HH)

Removal of balconies & demolition of rear extension. Single storey side/rear extensions & internal alterations

vi) Highfields. Whempstead Road, Whempstead (3/20/1564/FUL)

Erection of dwelling house with detached double garage & demolition of existing dwelling

vii) 23 Rivershill (3/20/1725/HH)

Ground floor front extension to include flat roof dormer & rooflight

b) Decisions**i) 31 Moorymead Close (3/20/1017/HH)**

Conversion & alteration of garage & insertion of front roof light - EHDC – permission granted

ii) Lamsden House Blue Hill Farm High Elms Lane (3/20/0864/HH) (PC No Comment)

Construction of a lean-t-glasshouse, attached to barn in the driveway - EHDC – permission granted

iii) 15 Rivershill (3/20/0964/HH)

Ground floor side extension to include conversion of garage & two storey rear extension to provide annex -EHDC – permission refused

iv) 147 High Street (3/20/1126/HH)

Proposed garage conversion with single storey link extension to main house incorporating a roof canopy over existing entrance door & alterations to fenestration -EHDC – permission granted

v) 6 Hazeldell (3/20/1132/HH)

Single storey rear extension with replacement pitched roof & roof lights over existing extension -EHDC- permission granted

vi) Gregorys Farm, Dane End SG12 0PH (3/20/0870/LBC) – Listed Building Consent

Alterations to existing planning consent comprising of proposed glass extension, alterations to openings in THE Groom's & Tack Room's & alterations to openings in roof of the Barn & internal alterations - Application withdrawn by agent

vii) Gregorys Farm, Dane End SG12 0PH (3/20/0870/FUL)

Alterations to existing planning consent comprising of proposed glass extension, alterations to openings in THE Groom's & Tack Room's & alterations to openings in roof of the Barn & internal alterations - Application withdrawn by agent

• Decision notices received after the September agenda was published**i) Unit 1 Watton Mill, Mill Lane (3/20/1391/B1CPN)**

Change of use of Unit 1 from light industrial (Class B1(C) to 2 one-bedroom self- contained residential flats (Class C3) -EHDC – permission refused

ii) Unit 2 Watton Mill, Mill Lane (3/20/1392/B1CPN)

Change of use of Unit 1 from light industrial (Class B1(C) to 6 one-bedroom self- contained residential flats (Class C3) -EHDC – permission refused

iii) Unit 3 Watton Mill, Mill Lane (3/20/1395/B1CPN)

Change of use of Unit 1 from light industrial (Class B1(C) to 4 one-bedroom self- contained residential flats (Class C3) -EHDC – permission refused

7. Reports

a) Neighbourhood plan and Gains Committee – progress reports

Cllr. Waltham e-mailed the following report to all Parish Councillors on 18th September.

The NP steering group has continued to meet virtually over the summer to prepare for the Regulation 14 consultation. We have prepared a policies brochure for the consultation, which will be circulated to all households in the parish and other stakeholders such as Network Rail. We are now finalising the NP document and appendices, which will be available on the NP website in time for the consultation.

We have revised the local green spaces designations as a result of comments received in the last consultation and are in discussion with the Woodhall Estate regarding concerns they have regarding the location of the green space in their proposed development and the lighting for the section of the circular walk that goes across the Stevenage Road site. Once those discussions come to an end and agreement is hopefully reached, we will be in a position to undertake the Regulation 14 consultation.

The Parish Council agreed that EAS should be instructed to produce a draft report concerning access to proposed football development in Mill Lane and the conflict between pedestrians and motorists. This report has been circulated and awaits comment.

The Gains Committee produced a spreadsheet outlining the benefits which might accrue as a result of development in the village which is being considered by the NP group.

Cllr. Waltham said that Fairview New Homes are going to be doing some surveying of the Walkern Road site re ground levels. Mark Jackson (Fairview New Homes) is keen to arrange a meeting with Parish Councillors to present their plans for the site.

Parish Councillors agreed that Cllr. Waltham should arrange a Zoom meeting with Fairview New Homes.

Action: E. Waltham

Cllr. Waltham said that the NP steering group next Zoom meeting is on 23rd September. She agreed to ensure that Cllrs. Smith, Meischke and Stock are invited to this meeting.

Action: E. Waltham

b) Traffic in the High Street

Cllr. Jancey provided the following report.

District Cllr. Sophie Bell and I have discussed parking in the High Street and feel there has been some improvement without any intervention.

We still do not think it is currently worth doing any surveys or audits, as any results would not be a true reflection of activity.

We also have to take into account the continued impact of A602 upgrade work road closures on any survey data.

• E-mail Request for High Street crossing

Cllr. Jancey said Jill Cox (Watton-at-Stone resident) e-mailed us today concerning a request she has put into County Cllr. Ken Crofton for a zebra crossing near the Methodist church. Cllr. Crofton responded stating “the installation of a Zebra crossing is totally dependent on a large demand of survey recorded usage of pedestrians wishing to cross the road at one specific location. I shall forward your thoughts to Highways officers who will consider your suggestion. However, it would be important for you to receive the support of the Parish Council first as Highways cannot act without their support.”

Parish Councillors discussed the issue and agreed that currently there is an excess amount of traffic in this area of the High Street due to the A602 roadworks and the road closure from Watton Nursery to the A602/A119 roundabout. Requesting a crossing in this area should be reassessed when the A602 roadwork scheme has been completed.

Cllr. McCash said that Highways had installed a temporary crossing in High Cross during traffic works in that area and suggested that the same could be done in the High Street. It was agreed that Cllr. Meischke speak to the A602 team requesting a temporary crossing near the Methodist church.

Action: J. Meischke

c) Footpaths

• Footpaths update - report provided by Cllr. Block

In February 2020 County Cllr. Ken Crofton announced that a budget of circa £77,500 had been allocated for footpath improvements in the Village for the financial year 2020/2021.

On 7th September Cllr. Block e-mailed Cllr. Crofton asking for an update. He replied:

‘I have spoken with officers who have placed the works order with Ringway. Due to a massive backlog of work they cannot give a commencement date yet. As advised the work will be completed in this financial year to March as I have included the project out of my Highways Locality budget.’

Cllr. Block had nothing to add to his report except that Cllr. Crofton has said it will be done by March 2021.

• Hazeldell Footpaths - report provided by Cllr. Stock

On 28 July Cllr. Stock had a site meeting with HCC (Abdul Shanavazi – Project Engineer/Highways/Environment) and representatives from the Contractors to discuss the issues he had raised about the Micro-surfacing work that had been done on the footpaths in Hazeldell.

In the main, the issues/problems he highlighted were understood and agreed by those present. Further to this, on 8 September Cllr. Stock asked Abdul Shanavazi for an update on when the appropriate corrective work will take place. It appears that HCC are awaiting to hear from the Contractors.

Cllr. Stock has also been approached by a resident who is concerned about flooding on his property due to one of the footpath issues already raised with HCC and the Contractors. The resident has subsequently written to HCC about this problem, as has Cllr. Stock in support of the complaint.

d) Website updates required to conform to new legislation

Cllr. Smith provided the following report.

The Parish Council agreed that we should instruct Beanebytes to update accessibility issues within our website so that it conforms to current legislation. This largely revolves around navigation of the site by 'Tabbing' for those unable to use 'mouse' navigation. This will always have limitations and Beanebytes has agreed to correct future anomalies should they arise, and the Clerk is monitoring this. Parish Councillors authorised payment of Beanebytes invoice via e-mail.

e) Sports and Social Club

Cllr. Meischke said this item is remaining on the agenda as a reminder that Cllr. Knight needs to talk to affiliated sports groups about the future of the Sports and Social Club.

f) A602 improvement scheme update

Cllr. Meischke received the following e-mail from Katy Isaac today (21st September).

“Please see below a brief update of the A602 Improvements Scheme. As usual, if anyone has questions please direct them to our dedicated e-mail address: a602improvements@hertfordshire.gov.uk

Works update:

- Work is continuing as planned across the area- we recognise at the moment it's still a lot of preparatory works, including archaeological strips, service diversions and ecology works, so it might not look like a lot is changing, as well as a lot of work in the fields away from the A602.
- Ware Road works have almost finished as the closure is expected to be lifted next week. There may be more works in the future that requires the road to be closed but we will ensure that residents and businesses are informed well in advance. We've agreed with the contractor that they will open the road wherever possible which can happen at short notice, making it difficult to get communications out about it, so we thank all those in the area for their patience
- There are traffic lights on the A602 Ware Road by Heath Mount School this week whilst excavation works are completed on the drainage channels and for services diversions – the lights will be manually operated during peak times to avoid congestion and we have informed the school who will make us aware if there are any issues.
- Sacombe Pound is due to be ripped up in the next week or so, which will allow progression for the river diversion and the new road layout and junction.

Other updates:

- Dog bin update – we are waiting to hear back from East Herts who deliver the waste service as to their process and potential costs for a new dog bin at this location.
- Meet the contractor event – Jane should have received the signed hire agreement from Interserve. We are going to run the event as booking only, in half hour slots, to limit numbers. We will only allow three bookings at the same time to ensure government guidance and rule of 6 is adhered to. People can book by e-mailing a602improvements@hertfordshire.gov.uk. We will be promoting this in the newsletter, on the webpage and on social media. We are also seeing if our contractor can do some posters/flyers for local businesses to display.
- Our September newsletter is due to go out this week
- Although they're not our works, please be aware that Eurovia are undertaking resurfacing along the A119 from the A119/A602 roundabout to B1000 Welwyn Road overnight, meaning a full closure will be in place from 8pm Mon 28 Sept to 5am on Tues 29 Sept. Residents affected have been sent a letter (see here: https://one.network/downloads/cm/1057/a119-north-road_e87278f2dc.pdf)

Do let us know if you would like us to provide a regular update for these meetings as we can then set up something more formal.”

Cllr. Meischke said he is still waiting to hear if our request for a dog bin near the entrance to Watton House has been successful.

Refer to item 8 a, Community Hall Trustees - final paragraph of Opening of Hall report re A602 exhibition.

g) Flooding in the village

Cllr. Jancey provided the following report

“On the 20th August, the residents of 51A, 51B and 51C High Street contacted the Clerk to ask for some help with the recent impact of heavy rain posing a flood risk to their properties. This has been an issue since 2005 but has been getting increasingly more frequent.

I met informally with 2 of the residents that afternoon. We set up a WhatsApp group which included District Cllr. Sophie Bell. Cllr. Bell immediately contacted HCC to start investigations.

On 27th August I had a conversation with County Cllr. Ken Crofton regarding this and the residents have also e-mailed him with their concerns and video evidence of recent flood concerns.

On 3rd September Cllr. Crofton visited the residents.

Cllr. Bell, Cllr. Block, and I met with the residents on 14th September, discussed the way forward and developed an action plan.

Ringway have arranged for a detailed CCTV investigation of the highway drainage system on 8th and 9th October, pending road space approval.”

8. Reports

a) Sub-Committees

Budget & Finance

Cllr. Block provided a report for the following items.

- **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		None	
Payments			
Adam Welch	Trim School Lane hedge, £60, clear around Watton Green sign £95		155.00
Wages & salary	July 2020		1312.14
Grassroots	War Memorial maintenance - June 2020		48.00
Sea Salt	cloth facemasks for Rosemary Brown		21.95
CPRE	Annual membership subscription		36.00
David Payne	7 hours x £15 plus 17 litres of roundup weedkiller		137.00
Frank Cooper	2 grass cuts at £60 per cut plus VAT		144.00
Grassroots	War Memorial maintenance - June 2020		48.00
Wages & salary	July 2020		1312.14
Frank Cooper	2 grass cuts at £60 per cut plus VAT		144.00
David Payne	Maintenance work on sportsfield		30.00
Mark Stewart	Beanebytes website update re tabbing regulations		250.00
GeoXphere	Parish Online - annual mapping subscription		180.00
Bidwells	Sportsfield extension Glebe rent		125.00
Brian Hall	Book binding - 5 volumes (10 years of minutes)		175.00
East Herts Council	playground inspection (counted as 2 inspections)		110.59
			4228.82
Receipts			
Santander	Interest		12.53
Sports and Social	Q1 = £0, Q2 = 50% charge		198.75
EHDC	New Homes Bonus grant		2,074.00
Nationwide	Interest		17.32
Santander	Interest		3.10
Groundwork UK	Grant for Neighbourhood Plan		7,347.00
			9,652.70

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Active E.H. – (Table Tennis)	150.00	None	
	150.00		
Payments			
Castle Water	water supply £1665.87 - £51.30 paid in April - £51.30 paid in		1,563.27
HCC	Cleaning materials		117.70
British Gas	Electricity		29.08
Wages	August and September 2020		489.83
British Gas	Electricity		42.26
			2,242.14
Receipts			
Sports and Social Club	Q1 = £0, Q2 = 50% charge		198.75
Santander	bank interest		0.74
Ben Talbott (Outdoor fitness)	Toilets and changing room use - 07-08		40.00
Janine Gildersleve (Bounce)	Main Hall – August/September		208.88
HMRC	VAT rebate for June 2020		1,070.16
Santander	bank interest		0.09
Janine Gildersleve (Bounce)	Main Hall – September (extra session)		47.50
HMRC	VAT rebate for July 2020		360.93
Ben Talbott (Outdoor fitness)	Toilets and changing room use - 09.2020		90.00
			2,107.05

Parish Councillors approved the payments

- **NALC – 2020/21 National Salary Award**
Parish Councillors approved, by e-mail, an increase in line with the new pay scales (spine point SCP21) which were announced on 26th August. The increase will be backdated to April 2020.

Community Hall Trustees

Cllr. Meischke reported on the following items.

- **Opening of Hall report**

This is so far working well; the only issue has been emptying of the bins and hopefully that has been resolved. We still have lots of space for more activities, but they are slowly returning and some new people booking.

The whole Hall is booked out for the A602 Meet the Contractors Event, to which I hope most of you will attend and help keep pressure on to get the Road open as much as possible.

Members of the public wishing to attend the event will need to book. (**Note:** due to government changes in Covid-19 regulations, the A602 exhibition was postponed and hopefully will be rescheduled for some time in October).

- **Water readings - Report**

Cllr. Smith reported that Castle Water have handled our waste water account for at least three years. They are now handling our clean water supply on behalf of Affinity Water. For the most part our readings have been estimated but with this change an actual reading has been taken. Two anomalies appear. Our waste water has been historically underestimated and there is a shortfall. nonetheless, this calculation and this year's estimate are agreeable. However, the bill for Clean Water was so far off grid that I delved into the detail given and they had charged for all the water used for the last 3 years making no allowance for the fact that we had paid Affinity during this time. To be fair they recognised this and will re-calculate. In the interim they asked if we could take actual readings so they could calculate our probable usage going forward. This matter is ongoing, but it will be resolved.

- **Library**

Cllr. Meischke said that he spoke to Cllr. Dinnin yesterday, who confirmed that she had quite a lot of people signed up to help run the library. There are new books available on the shelves and the library is being well attended.

- **Active East Herts**

Cllr. Meischke said that the lady who started a Pilates class in the hall today, has shown an interest in running an Active East Herts Pilates Class on Tuesday mornings. If this does work out, then the library volunteers could be asked to sign people into the class each week.

- **Starting of Bowls & Archery**

Cllr. Meischke said we have had lots of request to restart the Bowls and with lots of help from Cllr. Block, we hope to start on Tuesday 29th September.

The archery will restart in a different format in October, at the moment the club usually goes indoors but all the schools are closed for extra activities, so I am going to offer shooting at the hall in three's only on a booking in when we have a slot available base's, I will attend to make sure it's set up and safe also to take the money, but will not stay, we will have their details for Track and Test etc. Once I see this is working, I will restart the AEH (Active East Herts) 'have a go sessions' if I have enough people to make it viable.

- **Showers**

During the lock down we have been running the shower as we do normally because of legionnaires disease, it has become apparent that they were losing pressure. On inspection, the internal mesh was blocked, Rosemary Brown was instructed to clean, and I removed repaired, refitted them all and can now report they are working the best I have ever seen them.

- **Hire of Lights to Rotary**

Cllr. Meischke asked if Hertford Shires Rotary Club could borrow the portable floodlights on Thursday 24th Sept for the DriveIn Cinema at Stapleford. Last year Rotary gave the Parish Council a £50 donation for their use and the same is proposed for this event. Hertford Shires Rotary Club will be responsible for any damaged caused to the units. Cllr. Meischke to notify them accordingly. **Action: J. Meischke**

- **Purchase of Partition**

Cllr. Meischke we need to throw out the old acoustic partition. He will investigate purchasing a new one and e-mail the information to Parish Councillors. **Action: J. Meischke**

Additional item

- **Car park lamppost**

Cllr. Meischke said the car park lamppost is not working. He asked the Clerk to look up the details of when it was changed to LED lighting as he believed there is a three-year warrantee on the equipment.

Action: J. Allsop

Recreation and Amenities Sub-Committee

Cllr. Knight e-mailed the following report to Parish Councillors on 17th September.

“Bob Spinks (Cricket Club) has asked if the Parish Council would agree to pay for work required to the cricket square. I will request that Parish Councillors agree that the work should be done. As in previous years, the Parish Council will pay for the work and the Cricket Club will give the Parish Council a donation.”

This arrangement was agreed by Parish Councillors

Environment Sub-Committee

Cllr. Dinnin provided the following report.

- **Allotments**

There is one vacant plot at the moment with 7 people on the waiting list. I will be very interested to see how many of this summer's new letting are renewed, there are 3 in a bad state and I suggest they are not allowed to re-new.

Had a report of a wasp nest on an allotment called Fred Burnell out and he said there were ground bees, very rare and he thought harmless and they would disappear as soon as there was heavy rain, frost or the plot being dug over.

Gate/fencing on footpath at end of Allotments still needing repair, hedge belonging to Glebe Court still needs cutting.

- **Hedge cutting**

All hedges around the Meadow and Church Walk and School Lane have been cut. Need to Get David Payne to cut back hedge and tree behind the cricket screen to cricket shed as contractors could not reach.

Cllr. Meischke agreed to instruct David Payne accordingly.

Action: J. Meischke

On School Lane more hedge cutting is needed at the end of Parish Council land by cricket shed where Skidmore Contracting could not reach - Adam Welch has quoted £75 for this work. Parish Councillors agreed to accept this quotation.

Action: C. Dinnin

Holly Hedge beyond Parish Council land on School Lane needs cutting. The Clerk has sent the owners a letter to this effect so far, no reply. Adam has quoted £180 to do this work.

- **Watton Green**

New boards in situ.

b) Routine Reports

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

Cllr. Meischke continues to inspect the hall regularly including running the water every 2-3 days to prevent the risk of legionnaires disease.

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

Cllr. 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**

Done.

- iv) **Monthly village-report**

Cllr. Dinnin completed the report on 20th September 2020. Negative items only are highlighted.

A copy of the report has been e-mailed to all Parish Councillors.

- **Sportsfield grass** – good generally but patchy on football pitch.
- **Toddler area** – refer to item 8 b vi Reports - 6-monthly report below.
- **General** – good – nettles need cutting from under fist 2 benches and grass needs strimming behind Harry Bench (top corner of field)

Cllr. Meischke to ask David Payne to do the above work.

Action: J. Meischke

- **Community Hall** – dripping gutter by outside toilet. Doors and window frames need painting

Cllr. Meischke said he had looked at the gutter leak and will ask Mark Blacktin to repair.

Action: J. Meischke

Partitioning screen in Main Hall – needs disposing.

Action: J. Meischke

- **Allotments**

- **Hedge** belonging to Glebe Court needs cutting. (refer to item 5 b, Review of actions –Ask District Cllr. Bell to contact Clarion Housing re hedge by allotments.
- **Plots** - mostly good, except for three. Only one vacant (poor).

- **Culverts** – thoroughly overgrown, unable to check.
- **Mill Lane** – recycling clothes bin needs emptying. The Clerk to arrange. **Action: J. Allsop**
- **War Memorial** – hedge needs cutting and removal of encroaching vine – needs new plant at back.
Action: C. Dinnin/J. Meischke /D. Stock

Cllr. Stock said that when he and Cllr. Dinnin inspected the War Memorial they noted that apart from the hedge requiring cutting, there is also a small strip between memorial and Kimberly that needs attention. Cllr. Stock to obtain a quote from Grassroots for this work which can be done when the hedge is cut. **Action: D. Stock**

Cllr. Smith said that there is an elder growing out of the purple shrub on left hand side of the War Memorial Garden and a cordyline shrub has died and needs replacing.

Cllr. Meischke said he could remove the dead shrub and may have a replacement cordyline shrub he could plant from his garden. **Action: J. Meischke**

v) **Weekly sportsfield-report**

None.

vi) **6-monthly report e-mailed to councillors**

Cllrs. Dinnin and Stock completed the report on ??? September 2020. Negative items only are highlighted.

- **Tennis courts**

- Hard surface - Several cracks on court A. Cllrs. Knight and Meischke to inspect.

Action: I. Knight/J. Meischke

- **Toddler area**

- **Palace fortress** – wooden logs on bridge are loose and need attention.
- **Crazy daisy** – missing top – hazardous
- **Safety surface** – between supernova and palace fortress needs attention
- **Large swings** – need oiling.

Cllrs. Meischke and Block to inspect the play areas and safety surfaces and take action as required.

Action: J. Meischke/S. Block

- **Benches** – four benches (three on the sportsfield and one on Station Road) were identified as requiring painting. It was agreed not to do this work but replace the benches when required.

vii) **Weekly defibrillator inspection**

Cllr. Dinnin inspected the defibrillator on 20th September, and all was in good order.

Cllr. Hammon continues to do regular checks.

viii) **Website/Facebook**

None.

ix) **Highway and Lighting faults**

Nothing to report.

x) **Dog fouling reports**

Nothing to report.

xi) **Police reports**

PCSO Sally Brooks e-mailed her police report to the Clerk on 17th September, which the Clerk forwarded on to all Parish Councillors.

9. Correspondence received

a) **EHDC – notification of Tree preservation order on land at the rear of 119 and 121 High Street**

All Parish Councillors were e-mailed (on 9th September) a copy of EHDC's tree preservation order notification.

Additional Item

The following request was posted on the Parish Council's Facebook messenger site by Louise Wood.

“My daughter is currently working towards her silver Duke of Edinburgh award, and due to COVID-19 restrictions is currently unable to pursue her volunteering activity as a poolside helper at her swimming club in Ware. We were wondering if, while this remains the case, she could do some village litter picking (with myself) for an hour per week?”

After discussion, Parish Councillors agreed that Ms. Wood could do litterpicking whilst accompanied by her mother, Louise. She will be told the preferred areas and asked to keep away from any of the roadwork areas. Cllr. Meischke said that he would provide them with the bin bags Rosemary Brown uses for litter picking and a litter-picker. They will both wear Hi-vis jackets and thick gloves. Cllr. Meischke said that they are aware of the dangers of glass and needles and would not be touching litter but using the litter-picker provided to pick it up. Cllr. Meischke to liaise with Louise Wood. **Action: J. Meischke**

The Clerk said she had been in touch with EHDC who e-mailed to say stating:

“We can confirm we would be happy to support this. If they let us know when they are doing the litter picking, we will arrange for collection of the sacks afterwards.”

Cllr. Meischke to inform the Clerk when the litterpicking is taking place so that EHDC can arrange to collect the sacks.

Action: J. Meischke

10. Village organisations

None.

11. Items for Parish News

The following items were identified for inclusion in the October 2020 issue of the Parish News.

- Awarding of the Watton-at-Stone Parish Council’s ‘Good Citizenship Award’. **Action: J. Allsop**

The meeting closed 2017.

The date for the next Parish Council meeting is Tuesday 20th October 2020.