

**Minutes of the meeting of the Watton-at-Stone Community Hall Board of Trustees held in the Community Hall on Monday 17<sup>th</sup> January 2011**

Present: Mr. Nigel Poulton (Chairman) Mr. John. Meischke  
Mr. Ian Knight The Clerk (Mrs. Jane Allsop)

**1 Apologies for absence**

Leave of absence: Mr. David Stock.

**2 Minutes of meeting held 5th October 2010**

The minutes were accepted and signed as a true record during the Parish Council meeting held on Tuesday 12<sup>th</sup> October 2010.

**3 Area around the Cricket Club Shed including graffiti by the shed and the Community Hall walls**

Mr. Knight said that he had inspected the area around the CRICKET shed and the rubbish had not been cleared away nor had the graffiti been removed. Mr. Knight said that he felt that the removal of the graffiti was the responsibility of Parish Council.

Mr. Knight agreed to talk to Martin Tipper (Cricket Club) asking him to arrange for the rubbish to be cleared and the graffiti removed. **Action: I. Knight**

**Recommendation**

If the work has not been done by the end of March, the Parish Council to arrange for the rubbish around the cricket shed to be cleared and the graffiti removed.

The responsibility of removing graffiti on the cricket shed to be discussed at the next meeting of the Trustees in April 2011. **Agenda: 04/11**

**4 Replacement Blinds and Community Planning Grant for the blinds**

Mr. Poulton said that a decision about the grant application for the cost of replacing the blinds should be known by the end of this week.

Mr. Poulton suggested that because decorators can only do indoor painting work at this time of year and get really booked up when the weather is warmer, we have the painting work in the Pavilion done as soon as possible.

**Recommendation:** The Parish Council approves the decoration work to the Pavilion being carried out in this financial year.

Mr. Meischke said he had spoken to Brian Bunyan about the fire exit door and he anticipates replacing the two glass panels with hardwood in the first week of February.

If the Parish Council agrees to the decoration work being done in this financial year, the work should be done as soon as Brian Bunyan has finished the fire exit door. Because the Pavilion is hired out every weekday, the decoration work will have to be done at weekends. As previously agreed, Adrian Thompson will remove the Pavilion blinds before he starts decorating and will not reinstate them. The new blinds will need fitting as soon as possible so that hirers continue to have privacy whilst using the Pavilion.

**5 Decorating the Pavilion area**

This item was discussed with the above item 4, Replacement Blinds and Community Planning Grant for the blinds.

**6 Window Locks**

At the November Parish Council, it was reported that Trevor Blacktin's son had completed the repair work to the damaged window lock and the easing of 12 other window locks. The work was less than the £200 verbal estimate and cost £163.20 (plus VAT).

**7 Damaged sewage drain update**

At the October Trustees meeting, it was reported that the damaged sewage drain is not connected to the Community Hall sewer system.

Mr. Poulton said that Michael Lewis (The Beeches) is acting on behalf of the residents of School Lane to resolve this matter.

It was agreed that this item should be removed from the agenda.

## 8 Change of Gas Supplier

At the December Parish Council meeting, it was agreed to accept the following two-year contract for the supply of gas to the Community Hall (obtained from Khaled Hussain's of makeitcheaper.com).

Provider:	British Gas
Daily standing charge	70.21p
Gas unit price	2.728p/kwh

Mr. Poulton thanked Mr. Meischke for acquiring the quotations from Make it Cheaper.

## 9 Servicing the Boiler and new piping to home team showers

As reported at the October Trustees meeting under item 13, the boiler was serviced on 1<sup>st</sup> October by James Turner.

James Turner installed the new hot water system to the 'Home Team' showers on 22<sup>nd</sup> November.

None of the Trustees have received any comments about the improved temperature of the 'Home Team' showers. Mr. Poulton said that the Footballers and Cricketers should notice a vast improvement.

Mr. Knight to ask the Football Club if they have noticed an improvement in the temperature of the 'Home Team' showers.

**Action: I. Knight**

## 10 Disabled Parking sign

Mr. Poulton reported that he and Mr. Meischke had removed the damaged disabled parking sign and replaced it with a new one.

## 11 Replace two glass panels in fire exit doors

This item was reported on under Reported on under item 4, Replacement Blinds and Community Planning Grant for the blinds.

## 12 Replacement tree on Sportsfield

The Trustees present agreed to inspect the sportsfield to see if Adam Welch had planted the replacement tree.

**Action: N. Poulton/J. Meischke/I. Knight**

## 13 Repair to play ground equipment

Wicksteed Leisure Limited has done an excellent job of the repair work required to the play area. However they were unable to do the repair work to the safety surface for the estimated price of £105 plus VAT because the work was more extensive that they had anticipated. The safety surface needs to be cut back by two metres from the edge to get it to bond properly. The cost of this work would be £1091 (plus VAT).

Because this is a low risk item, Mr. Poulton and Mr. Meischke asked Wicksteed Leisure not to do the work.

The Trustees agreed to inspect the safety surface to assess the current situation.

**Action: N. Poulton/J. Meischke/I. Knight**

Mr. Poulton said that whilst on site, Wicksteed Leisure Limited re-set the fireman's pole free of charge.

## 14 Article on "to grit or not to grit"

Mr. Poulton and Mr. Meischke have both investigated the cost of salt bins and the salt to fill them.

Mr. Poulton recommended purchasing two small 30 litre salt bin at a cost of £49.99 each. They are supplied with salt and a salt scoop. He suggested one of the bins should be located at the entrance to the car park and the other one at the footpath entrance onto School Lane.

Mr. Poulton, Mr. Meischke and Mr. Knight to agree the locations for the two salt bins.

**Action: N. Poulton/J. Meischke/I. Knight**

### **Recommendation:**

The Parish Council agree to the purchase of two 30 litre salt bins for use around the Community Hall.

## 15 Queen Elizabeth II Fields Fund

Mr. Poulton said he had applied, on behalf of the Watton-at-Stone Community Trustees, for the QEII Major Works Fund. If successful, the money will be used towards the building of the new Tennis court.

The Clerk to send all Trustees a copy of the e-mail from Claire Pullen, East Herts Council (dated 6<sup>th</sup> December 2010) concerning the Queen Elizabeth II Fields Fund.

**Action: J. Allsop**

## 16 Sports Facilities and Active Recreation Strategy

At the January Parish Council meeting it was reported that Claire Pullen (East Herts Council) e-mailed on 16<sup>th</sup> December to invite Parish Councillors to attend their Sports Facilities and Active Recreation Consultation Event on, 27<sup>th</sup> January 2011. Parish Councillors agreed not to attend the event.

## 17 Water meter readings

The Community Hall has received an estimated invoice from Veolia Water. Mr. Poulton said that the Clerk had e-mailed him to ask if we still take water meter reading.

Mr. Knight said that taking meter reading is very difficult because the meter, which is sited on the sportsfield, is well below ground and gets covered in mud, which then needs washing away so that a reading can be taken.

Regular meter readings were taken in the past so that the water usage on the sportsfield could be calculated and charged to the Sports and Social Club and the water sewage charges for this usage rebated by the water company.

The Clerk to confirm if the latest water invoice is an estimated or actual bill.

**Action: J. Allsop**

If the water invoice is high, then the Community Hall Trustees may consider taking a meter reading.

## 18 Cars Parking in the Car Park and Barrier

It was agreed at the January Parish Council meeting that this item to be debated at the February Parish Council meeting and Mr. Fowler (1 School Lane) be notified of the outcome. **Parish Council agenda: 02/11**

## 19 Language from Footballers

At the December 2010 Parish Council meeting it was reported that an e-mail was sent to PC Andy Woodward and PCSO Sally Brooks on 7<sup>th</sup> December concerning the footballers language and requesting that they attend the start of one of the home football matches and warn the players about their language. PC Andy Woodward agreed to do this and was given the dates of the next two football matches in the village.

PC Andy Woodward attended the January 2011 Parish Council meeting, together with PS Tom Turner, to explain the Community Speed Watch programme. However, he did not give a report on policing matters relating to the village.

It was agreed to e-mail PC Andy Woodward inviting him to attend either our February or March Parish Council so he can give us his latest police report.

**Action: J. Allsop**

## 20 Condition of Oak tree in Sportsfield

Mr. Poulton said that David Smith, a tree surgeon who helps at Watton Youth Drop Inn, had informed him that that the Oak tree on the sportsfield, to the left of the MPPA looking from the Community Hall, has a disease called Ganoderma Resinaceum which is a form of fungus. Mr. Poulton e-mailed the Clerk on 22<sup>nd</sup> November and asked her to write to Malcolm Amey (Landscape Officer, East Herts Council) informing him of this and asking him to check the tree and let us know what action needs to be taken.

Mr. Poulton said that Malcolm Amey will be writing to the Parish Council advising that although the tree does have a fungal infection, it is not in immediate danger however, the situation should be monitored on a regular basis

This item to be put on the agenda for the February Parish Council meeting.

**Action: Parish Council 02/11**

## 21 Chairman/Trustees report

- **Wire fence around the Sportsfield**

As previously reported, the wire fence in the sportsfield hedge causes a problem to the hedge cutting as the wire gets caught up in the machinery. The Parish Council has agreed that this fence should be removed.

Mr. Meischke and Mr. Poulton agreed to remove the fencing tomorrow (Tuesday 18<sup>th</sup> January).

**Action: J. Meischke/N. Poulton**

- **Damage to MPPA fencing**

Mr. Knight said that the top wire on the MPPA fencing is damaged and needs securing. It would appear that this happened during recent tree work carried out to the adjacent Oak tree.

Mr. Poulton, Mr. Meischke and Mr. Knight to inspect and take whatever action is needed to repair the top wire.

**Action: J. Meischke/N. Poulton/I. Knight**

- **Date of next meeting**

Tuesday 5<sup>th</sup> April at 1400.

- The meeting closed at 1530.