

**A meeting of the Watton-at-Stone Parish Council is to be held in The Nigel Poulton Community Hall
on Tuesday 19th March 2019 at 1915**

A G E N D A

1. Apologies for absence

2. Public participation

3. Chairman's/Clerk's/Report

4. Declaration of Interests

5. Minutes of the last meeting

a) Acceptance

- Minutes of the Parish Council meeting held on Tuesday 12th February 2019

b) Review of actions

c) Action points resolved

1. Forward the contact details for the Mill building owner to PCSO Sally Brooks J. Allsop
2. Send letter to residents re planning application for The Bull 113 High Street M. Stanley
3. Draft letter to the planning department re The Bull 113 High Street for Parish Council approval M. Stanley
4. Meet to review the HCC footpath report and e-mail Councillor Crofton any comments S. Block/D. Stock
5. Contact supplier re commemorative plaque D. Stock
6. Chase Mark Burrows (acting on behalf of HCC) for an update on the Parish Council owned streetlights J. Allsop
7. Chase Santander re change of bank account name J. Allsop
8. Arrange for damage floodlight to be replaced I. Knight
9. Purchase notice board for Tennis Club and meet with Mr. Meischke to agree the siting of the board I. Knight/ J. Meischke
10. Purchase two sets of boot brushes I. Knight/J. Allsop
11. Discuss purchase of one or more lidded litterbins J. Meischke/S. Block
12. Obtain quotations for groundwork at War Memorial site C. Dinnin/D. Stock/M. Smith
13. Ask Linsey Holt (Woodhall Estate) for an update on repairs needed to Chestnuts fence E. Waltham/C. Hammon
14. Liaise with Mr. Smith re repair work required to the Lammas information board C. Dinnin
15. Arrange for a replacement byelaw sign to be made for the Lammas C. Dinnin/J. Allsop
16. Arrange for the bench seat behind the swings to be removed when the safety surface is replaced J. Meischke
17. Reinstate litterbin by Tennis Court I. Knight/J. Meischke
18. Report drain cover by the High Street/Station Road roundabout as sinking again J. Allsop

d) Action points outstanding

1. See if Adam Welch has cleared the leaves at the bottom of Station Road as instructed C. Dinnin

6. Planning

a) Applications

- i) The Bull, 113 High Street (3/19/0236/LBC)**
Single storey rear extension to include minor internal alterations
- ii) 33 Station Road (3/18/0325/HH)**
Two storey rear extension

b) Decisions

None

7. Specific items

- a) Report from District Councillor Sophie Bell
- b) Neighbourhood plan – progress report
- c) Footpaths
- d) Commemorative plaque
- e) Streetlight update
- f) George and Dragon Public house
- g) V.E.T.S. Defibrillator training

8. Reports

a) Sub-Committee

• Budget and Finance Sub-Committee

- Monthly accounts
- Change of bank account name
- Adoption of modified documents
 - Financial Regulations
 - Risk Assessment and Financial Management
- Update Asset registers for 2018/19
- Appoint auditor for the Internal audit of the Parish Council accounts for the year ended 31st March 2019
- Appoint auditor for the External audit of the Community Hall accounts for the year ended 31st March 2019

• Community Hall Trustees

- Cleaning contract
- Outside toilets
- Showers
- Annual boiler and heating service

• Recreation and Amenities Sub-Committee

- Egress light on tennis court
- Floodlight bulb
- Tennis Club notice board
- Boot brushes
- Sportsfield - condition of the grass
- Request for use of sportsfield for 8-a-side football
- Request for use of sportsfield for use by Fitness instructor, including access to toilets and car park use

• Environment Sub-Committee

- War Memorial
- Allotments
- Information Boards on the Lammas and Watton Green

b) Routine Reports

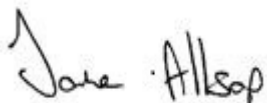
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| i) Emergency escape lighting tests & manual alarm call tests | vii) Weekly sportsfield-report |
| ii) Gas and electricity meter readings | viii) Website/Facebook |
| iii) Weekly fire equipment inspection | ix) Highways faults |
| iv) Health and Safety for village halls | x) Dog Fouling reports |
| v) Monthly village-report | xi) Police reports |
| vi) 6-month check | |

9. Correspondence received

- a) E-mail from Paul Codd Govia Thameslink Railway) re Stevenage to Hertford North - Buses replace trains service
- b) East Herts Council – Parish and District Council election procedure
- c) E-mail from Charles Clark - request for dog waste bin

10. Reports from other organisations

11. Items for Parish News



Signed

Clerk

Wednesday 13th March 2019