

A meeting of the Watton-at-Stone Parish Council was held in the Community Hall on Wednesday 21st June 2000 at 7.15 p.m.

Present:	Mr. N. Poulton (Chariman)	Mr. D. Stock (Vice-Chairman)
	Mr. C. Clark	Mrs. C. Dinnin
	Mr. V. Dunhill	Mr. D. Filer (after 8.20 p.m.)
	Mr. I. Knight	Mrs. H. McCash
	Mr. J. Meischke	

Member of public Mr. E. Riddle

Mr. Poulton proposed one addition to the agenda under item 2 a, Minutes of the last meeting, the acceptance of the Minutes of the Annual Meeting of the Parish Council held on 17th May 2000. Mr. Meischke seconded the motion and all present were in favour.

1 Apologies for Absence

Apologies for absence were received from Mr. Singleton.

2 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 17th May 2000**

Mrs. McCash proposed that the minutes be accepted and signed by the Chairman as a true record. Mr. Meischke seconded the motion and all present at that meeting were in favour.

- **Minutes of the Annual Meeting of the Parish Council held on 17th May 2000**

Mrs. McCash proposed that the minutes be accepted and signed by the Chairman as a true record. Mr. Meischke seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Contact the Chairman of Three Valleys Water again re trench-work problem within Watton-at-Stone**

This item to be discussed under item 7, Reports from other Organisations (on page 9 of these minutes).

- **Contact Watton-at-Stone Primary School re their recycling site**

This action point has been completed.

Refer to item 3 e, Future of the recycling site at Watton JMI School (on page 3 of these minutes).

- **Obtain a quotation for a metal-cased hand dryer suitable for use in public areas**

Mr. Meischke reported that a quotation had been obtained from Hertford Installations. Cornhill Insurance has agreed our claim for a replacement hand dryer, which is now on order.

- **Write to Cricket Club re sight screens**

This action point has been completed.

The sight screens are now on the sportsfield.

- **Arrange suitable date for training as Countryside Management Service volunteers**

This action point has been completed.

Mr. Poulton, Mr. Stock and Mr. Dunhill have now received the appropriate training.

- **Write to Mr. Abel Smith re woodwork on Village Pump**

This item to be discussed under item 7, Reports from other Organisations (on page 9 of these minutes).

- **Send response to the Government re regional planning guidance for the South East and the threat from house building**

This action point has been completed.

An acknowledgement of our response has been received.

- **Write again to EHDC re TPO for ancient Oak Tree adjacent to 99 Great Innings South**

This action point has been completed.

Refer to item 6 g, EHDC - TPO order for Oak tree adjacent to 99 Great Innings South (on page 8 of these minutes).

- **Contact Ron Jack at EH Highways Partnership to arrange a site meeting at Walkern Road bridge**

Mr. Knight said that he had not contacted Ron Jack to arrange a meeting.

Mrs. Dinnin has agreed to take over this item.

Action: C. Dinnin

- **Write to Mr. Vaughan (at HCC) re application for paid Youth Club Leader for Wotton-at-Stone**
This action point has been completed.
- **Contact BT again re painting of gold crowns on telephone box in High Street**
This action point has been completed.
Refer to item 3 f, BT phone box - High Street (on page 3 of these minutes).
- **Put up poster advertising Police Surgery to be held on Thursday 22nd June**
This action point has been completed.
- **Renew license for temporary access across the Old Cottage site at Watton Green**
This action point has been completed.
- **Inform Cornhill Insurance of changes on the insurance schedule**
This action point has been completed.
- **Sign and return completed forms to District Valuer re Community Hall building**
This action point has been completed.
- **Find a contractor to supply and fit a replacement floodlighting lamp at the MPPA**
Mr. Meischke reported that he had experienced difficulties in getting a contractor to visit the site. However, he has been in contact with Litway Limited of Hertford, who have agreed to contact him tomorrow to arrange a site meeting
This item to remain an action point. **Action: J. Meischke**
- **Write to J & M Contract Flooring accepting their offer to carry-out work to the Main Hall flooring**
This action point has been completed.
Mr. Meischke reported that Mr. Ellis (of J & M Contract Flooring Specialists Ltd, Hertford) has still not carried-out the work.
This item to remain on the agenda under Recreation & Amenities Sub-Committee.
- **Inspect the state of the ditch and line-paths at Watton Green to see if they need strimming/mowing, and obtain quotes and authorise the work as required**
This action point has been completed.
Refer to item 4 a, Environment Sub-Committee - Watton Green (on page 4 & 5 of these minutes).
- **Instruct Jeff Skidmore to trim and cut the grass surrounding the Village Pump on a fortnightly basis**
This action point has been completed.
- **Write to EH Highways Partnership re plans for the railway bridge at Station Road**
This action point has been completed.
- **Write to EH Highways Partnership requesting plans for a traffic-calming scheme for Station Road**
This action point has been completed.
- **Write to EHDC re planning application for Crowbury, Church Lane**
This action point has been completed.
- **Write to Mr. Northcott informing him of the Parish Council's actions re the southern end of the village**
This action point has been completed.
- **Write to Mr. Abel Smith asking for permission to have his paddock ferreted**
This action point has been completed.
Refer to item 6 j, Correspondence Received - Abel Smith re permission to ferret his land for rabbits, on page 8 of these minutes.
- **Renew licenses to ferret**
This action point has been completed.
Refer to item 4 a, Environment Sub-Committee - Ferreting (on page 5 of these minutes).
- **Write letter of thanks to Watton-at-Stone Millennium Mayfayre and Charity Truck Pull Committee**
This action point has been completed.

- **Write to EHDC requesting risk assessment to be carried-out at the same time as the annual inspection**
This action point has been completed.
- **Write to Cled Fursland (Cricket Club) re the proposed building on the sportsfield**
This action point has been completed.
- **Contact Parish Councillors about EHDC training on 22nd June re Development Control decision making**
This action point has been completed.
No Parish Councillors are able to attend the training.
- **Instruct Jeff Skidmore to cut grassed area at Community Hall garden and land in front of Beane Cottage on the Walkern Road on a fortnightly basis**
This action point has been completed.

3 Specific items

a) Parish Map

Mr. Meischke presented the latest up-dated version of the Parish Map and again invited comments from Parish Councillors. Various changes were discussed and agreed.

Mr. Meischke to give this latest input to his son, Jonathan Meischke, so that he can make the necessary alterations to the map.

b) Dog-fouling: dog-waste bin for Mill Lane

Mr. Poulton said that the Parish Council is waiting for written confirmation that Wimpey Homes agree to purchase three dog-waste bins for the village. He then said that he was confident that this was just a formality and that the Parish Council would get the additional bins.

c) Three Valley water trenches

This item to be discussed under item 7, Reports from other Organisations (on page 9 of these minutes).

d) Walkern Road bridge

This item was discussed under 2 b, Review of Actions - Contact Ron Jack at EH Highways Partnership to arrange a site meeting at Walkern Road bridge (on page 1 of these minutes).

e) Future of the recycling site at Watton JMI School

Mr. Poulton reported that he had had difficulty in persuading the School Governors to retain the re-cycling site at Watton School. However, they did agree that if EHDC re-designed the site to their satisfaction, it could remain for the time being. Mr. Poulton has offered the school an annual grant of £250 from the Parish Council (as agreed at our meeting held on the 19th April 2000) to enable the re-cycling site to remain. Mr. Poulton said that this would be on the understanding that the site remained for at least the next twelve months.

Mr. Poulton then read out the following letter, dated 6th June, from Sara Adams (Recycling Officer at EHDC) to Mrs Morag Green (Chairman of the School Governors).

'Following Councillor Nigel Poulton's talk at the Governors meeting on 25th May 2000 I am writing to confirm that I have now instructed our engineer to proceed with a detailed design and tendering of the site works to re-design this recycling point. When the detailed design is available I will contact you again for your comments.

I have asked for the works to be undertaken during the school holidays to minimise any disruption to the school.

Further to the cleansing issue we discussed earlier this year our contractor Onyx UK Ltd has been cleaning the recycling point twice weekly. I have not received any complaints recently about litter at the site so I trust this is satisfactory.

Please do not hesitate to contact me should you have any queries at this stage.'

Mr. Poulton asked the two Parish Councillors on the board of School Governors for their support on this issue.

This item to remain on the agenda under Specific Items.

f) BT phone box - High Street

Mr. Dunhill reported that the crowns on the phone box have now been painted gold. However, there are now two panes of glass missing from one side of the box.

The Clerk to contact BT accordingly.

Action: J. Allsop

g) Police surgery - 22nd June 2000

Mr. Poulton said that the second Police Surgery will be held tomorrow night and that all Parish Councillors were welcome to attend.

h) Lamppost number 5 on Hockerill

A new and more robust lamppost has now been installed.

To-date no invoice for the work has been received from HCC. A claim form has been sent to Cornhill Insurance, who now await an invoice from HCC before they can agree and settle the claim.

i) Plans for Watton-at-Stone Memorial Hall

This item to be discussed under item 7, Reports from other Organisations (on page 9 of these minutes).

j) HCC-owned grass verges

Mr. Poulton reported that he had received numerous complaints about the condition of the HCC-owned grass verges in the village. Other Parish Councillors also said that they had received many complaints and that the current situation is very unsatisfactory.

Mr. Poulton said that he had had two site meetings with Mr. Ron Jack regarding this problem.

Complaints have also been received about the restricted visibility when exiting Rectory Lane onto Station Road. This is caused by the trees on the grass verge in Station Road. Mr. Poulton said that during his meetings with Mr. Jack they had agreed that approximately six trees need their lower branches cutting back to improve visibility in this area.

It was agreed that a letter be sent to Peter Brook (EH Highways Partnership) regarding the disgusting state of the grass cutting and that large areas of the highway verges have been missed. Also asking him to make sure that the trees causing visibility problems in Station Road be cut back. A copy of this letter to be sent to County Councillor Brian Hammond.

Action: J. Allsop

4 Reports**a) Sub-Committees****Budget & Finance**

Mrs. McCash reported that she had assisted the Clerk with the Parish Council accounts which will now be sent off for auditing (by Pannell Kerr & Forster) on the 26th June 2000.

Community Hall Trustees

Mr. Poulton reported on the following items concerning the Community Hall Trustees.

- **Minutes of meeting held on 20th June 2000**

All Parish Councillors had been copied with the minutes of the meeting, a copy of which will be bound in the minute book.

- **Acceptance of the minutes**

Mr. Meischke proposed that the minutes be accepted and signed by the Chairman as a true record.

Mr. Knight seconded the motion and Mr. Poulton was in favour.

- **MPPA - re-surfacing project**

This item is covered under the minutes of the Community Hall Trustees meeting held on the 20th June 2000.

Recreation & Amenities

- **MPPA - floodlighting lamp**

This item was discussed under 2 b, Review of actions - Find a contractor to supply and fit a replacement floodlighting lamp at the MPPA (one page 2 of these minutes).

- **Main Hall flooring at Community Hall**

This item was discussed under 2 b, Review of actions - Write to J & M Contract Flooring accepting their offer to carry-out work to the Main Hall flooring (one page 2 of these minutes).

Environment

Mr. Stock reported on the following items concerning the Environment Sub-Committee.

- **Watton Green**

- Mr. Stock said that the line paths and strimming work had now been carried-out by Michael Stanley at a total cost of £70.

- Because Mr. Stanley had experienced great difficulty in gaining access to Watton Green for the scrub clearance and tree felling work he did for us, he requested a site meeting with Mr. Stock to discuss the possibility of opening an access to the green. This meeting took place on the day of the Countryside

Comment [C1]:

Management Service training, and it was agreed to make an access in the top corner of Watton Green, opposite the yard. Mr Stanley will create the access and then install wooden stakes and wire to protect it (all free of charge to us). This access can then be used to allow the grass cutting sessions and any future heavy-duty work on the green.

The location of the access was agreed on site by Mr. Stock, Mr. Poulton, Mr. Dunhill and Mr. Filer. All Parish Councillors were happy with this arrangement.

- Sian Freer (of the Countryside Management Service) has agreed to provide us with some text about the wildlife and wildflowers etc. on Watton Green. This will be included on our information board.
- In response to questions from the Countryside Management Service, Mr. Stock has up-dated Sian Freer with regard to the achievements and progress on Watton Green and our future plans. (Sian Freer is to contact Mr. Dunhill with regard to similar questions about the Lammas.)

• **Village Pump**

This item to be discussed under item 7, Reports from other Organisations (on page 9 of these minutes).

• **Traffic-calming and safety of crossing in Station Road**

Mrs. McCash read out the following letter from Ron Jack, and then asked what to do next.

‘Thank you for your letter dated the 6th May 2000 concerning the above.

I have been advised by D. Standen, your previous Parish Engineer, that at the present moment a new footway will be installed over the bridge.

As to traffic-calming, he advises that this part of the scheme will commence when funds are available and probably not this financial year.

The traffic-claming scheme will be very similar to those at Walkern Road.’

Mr. Stock said that we should continue to pursue the matter so that at least we can get plans prepared in readiness for further action. He said that we must not miss any early opportunity for funding.

Mr. Poulton said at present even major traffic-calming schemes for dangerous areas were not receiving funding. Notwithstanding this, Mr. Stock said that the site still remains a safety concern and we must pursue the subject to a satisfactory conclusion. This was agreed by all Parish Councillors.

Mrs. McCash to liaise with Mr. Stock and then write to EH Highways Partnership.

Action: H. McCash/D. Stock

• **Ferretting**

Mr. Stock said that as a result of receiving permission from Mr. Abel Smith to ferret the paddock at the far end of the Lammas, a new ferreting licence had been prepared for this site.

Mr. Stock has signed and issued four ferreting licenses to Mr. Adams for the following sites.

- Watton Green
- The Lammas
- The Parish Council Allotments
- The paddock at the far end of the Lammas (which is owned by the Abel Smith Estate).

Mr. Adams had informed Mr. Stock that the a number of trees and bushes at the far end of Mr. Abel Smith’s paddock had been damaged or destroyed. Mr. Adams said that this could be the cause of the increase in the rabbit population in this area. He suggested that if the Parish Council had any plans for hedge or tree planting on the Lammas, this area should be considered. Mr. Stock said that he had discussed this possibility with Mr. Dunhill.

i) **Report**

Mr. Dunhill carried-out the sportsfield report on the 20th June, the result of which is as follows.

• **Sportsfield:**

Condition of grass	Good.
Litter	Minimal.
Dog-waste bin and fouling	Some fouling near old Rectory.
Netball posts	OK and chained-up.
General	Some debris around large oak tree - rope swing fixed. .Litter/dog bin uprooted by Rectory.

• **Children’s Playground:**

Condition of surface	-
Litter/Litter bin	Some - bin hidden in hedge.
Large swings	One bit rope swing attached.
Small swings	Good.

See-Saw Good.
 Slide Clean.
 Comments Some weed around edge of safety area.

• **Community Hall:**
 General Condition (Exterior) Broken tile northern corner. Weeds in block work.
 Broken (loose tile) above external store cupboard.
 Litter bin Some litter.
 Car Park Generally good.
 General

• **Multi-Purpose Play Area:**
 Surface OK.
 Boundary Fencing OK.
 Tennis nets OK.
 Litter OK.
 General Good - Iron gate/fence panel near Oak tree.

• **Great Innings Play Area:**

Equipment
 Surfaces
 Litter
 Dog-waste bin and fouling
 Comments

• **Allotments Area:**

Access Good.
 Condition of paths between
 allotments Good where in use.
 Condition of Allotments under
 cultivation Good.
 Condition of Allotments not
 under cultivation Very overgrown.
 Litter None.
 Comments Footpath behind Chestnuts needs attention.

• **Culverts on Mill Lane**

Litter and rubbish in and around
 culverts Some
 Dog-fouling Slight.
 Comments Very overgrown.

• **Salt bins**

Perrywood Lane ☐
 Great Innings ☐
 Station Road ☐
 Moorymead Close ☐
 Hazeldell ☐

• **Dog-waste bins**

Footpath 17 ☐
 Sportsfield ☐
 Church Walk ☐
 Walkern Road ☐
 Station Road ☐
 High Street (by Memorial) ☐

• **Litter bin on sportsfield**

It was agreed to ask Kevin Jones to re-install the up-rooted litter bin. **Action: J. Allsop**

• **Two broken roof tiles at Community Hall**

Mr. Meischke to inspect the roof tiles in question. **Action: J. Meischke**

• **Allotments**

Mr. Poulton said that he had been informed that one of the causes of the rabbit problems is the overgrown state of the unused allotments. He has received a request that the uncultivated land be strimmed to improve the situation.

It was agreed that Jeff Skidmore be asked to strim the uncultivated allotments.

The Clerk to act accordingly. **Action: J. Allsop**

5 Planning

a) Applications

i) Church Meadow and Churchyard, Church Lane

Extension to churchyard

Mr. Poulton and Mr. Knight declared a non-pecuniary interest in this application and therefore took no part in the discussion.

Mr. Stock said that he had managed to contact four Parish Councillors by telephone to inform them of the details of the application to extend the churchyard by four feet into the horses field. The Parish Councillors contacted had no objections to the application so Mr. Stock asked the Clerk to write to the Planning Department stating that the Parish Council has no comment on this application.

Parish Councillors looked at the plans for this application and agreed with the decision.

ii) Carringtons, Perrywood Lane

Demolition of existing triple garage. Construction of replacement triple garage with games room above

Parish Councillors studied the plans for this application.

After lengthy discussion, it was agreed that the Parish Council objects to the above application on the following grounds.

The plans show that it has a potential for a dwelling in that it has a kitchen, toilet and showering facilities.

It was agreed that a letter be sent to the planning department accordingly.

Action: J. Allsop

iii) Amon Luin, Walkern Road

Special needs adaptation to provide sitting room/conservatory link to bedroom & wet room

Mrs. Dinnin said that she had visited the residents of the neighbouring properties. Because no objections were received, the Clerk wrote to the Planning Department stating that the Parish Council has no comment on this application.

Parish Councillors looked at the plans for this application and agreed with the decision.

b) Decisions

i) Moat House, Perrywood Lane

Courtyard infill & roof-space conversion. Triple garage

-EHDC - permission granted

ii) 25 High Street

Two storey side extensions to both sides and rear, new porch, alter roof, internal alterations. New vehicular crossover

-EHDC - Permission granted

6 Correspondence received

a) Open Spaces Society - one day seminars in August and September 2000

Mr. Dunhill to see if he can attend one of the seminars dates.

Action: V. Dunhill

b) Mr. Northcott (11 Watton House) Southern entrance of village

Mr. Poulton read out a letter (dated 26th May) from Mr. Northcott expressing his thanks for the Parish Council's actions re the southern entrance of the village.

c) EHDC - RoSPA Playground inspections

EHDC has written (letter dated 30th May) thanking the Parish Council for confirming their intention to participate with the risk assessment element of the play-ground inspections by RoSPA.

d) Village of the Year 2000 competition

The Village of the Year competition 2000 results evening will be held on Thursday 7th September 2000.

The Parish Council will not be represented at this event.

e) EHDC - Local health improvement programme conference - 13th July 2000

Mr. Mr. Clark to see if he can attend this conference.

Action: C. Clark

f) Colin and Betty Church, 54 Hazeldell re dead laburnum tree located on grass verge outside their property

Mr. Poulton reported that Mr. & Mrs. Church had written to the Parish Council on the 16th May concerning a dead laburnum tree located on the HCC grass verge outside their property. A copy of their letter was sent to Ron Jack (EH Highways Partnership). Mr. Poulton said that he had since had a site meeting with Mr. Jack and it was agreed that the tree in question was dead and should be removed. Mr. Poulton said that the tree would not be replaced because there was another laburnum tree in the immediate vicinity.

g) EHDC - TPO for Oak tree adjacent to 99 Great Innings South

Mr. Stock was happy to report that EHDC has now responded positively to our representations and issued a formal notice to state that on the 2nd June 2000 a Tree Preservation Order (TPO) was agreed by EHDC for the Oak tree.

The TPO is on a provisional basis and will continue as such for a further 6 months or until it is confirmed by the EHDC, whichever occurs first. EHDC has asked for any objections or comments on the TPO to be submitted to them, in writing, by 30th June 2000. Any comments received will then be considered before a decision on whether to confirm the TPO is made.

Mr. Stock said that this was another good example of what we can achieve if we are determined enough. This was agreed.

A copy of the correspondence has been past to Mrs. Janet Goodacre (the resident who first flagged the problem), who is pleased with the outcome so far.

Mr. Stock to inform the Conservation Society of the current situation.

Action: D. Stock

h) EHDC - Grants for the repair and conservation of War Memorials

EHDC has written (letter dated 5th June) to inform the Parish Council about a new grant-scheme for the repair and conservation of War Memorials. Funding has been made available for an initial two-year period (run by English Heritage in association with Friends of War memorials). Grants are available for 50% of the cost of eligible projects and can be up to £5,000.

It was agreed that at present, the Watton-at-Stone War Memorial did not require any repair or conservation work.

i) EHDC - Capital grants for leisure projects 2000/01

EHDC has written (letter dated 1st June) to us re their current undertaking of a thorough Best Value review of the Council's policies and processes for marketing and allocating grant resources, and have asked the Parish Council to complete a survey form.

Mr. Poulton read out questions from the questionnaire and Parish Councillors agreed on the appropriate answers. The completed form to be returned to EHDC.

Action: J. Allsop

j) Abel Smith re permission to ferret his land for rabbits

Mr. Poulton read out the following letter (dated 6th June) from Mr. Abel Smith.

'Thank you for your letter dated the 1st June in which you ask if the Parish Council could have permission to ferret for rabbits in the field adjacent to The Lammas.

I confirm that I would have no objections to this being carried out and I note that you will ask Mr. Adams to do so.

I trust that the operation is successful.'

A license has now been prepared. (Refer to item 4 a, Environment Sub-Committee - Ferreting, on page 5 of these minutes).

k) Countryside Management Service - re Parish environmental action plans

Sian Freer, of the Countryside Management Service, has written (letter dated 6th June) regarding an environmental audit of our area and requested a meeting with Mr. Poulton, Mr. Stock and Mr. Dunhill.

Mr. Stock said that he had spoken to Sian Freer on the subject and invited her to give a presentation to the Parish Council during the first 15 minutes of its meeting on the 19th July 2000.

l) Playground Management Services - Inspection of playground

Mr. Poulton reported that Playground Management Services had sent us its report and bill for the annual inspection of the playground on the sportsfield. The Parish Council cancelled its agreement with Playground Management Services for further annual inspections of the playground in a letter dated 2nd August 1999. This letter was returned to the Parish Council with a hand-written acknowledgement from Christine Yearley (P.M.S.)

The Clerk has returned the report and bill to Playground Management Services, together with a copy of our letter with the acknowledgement from Christine Yearley.

7 Reports from other Organisations

- **Watton-at-Stone Youth Club**

Mrs. Dinnin reported that she and Sarah Davies had had a meeting with Roger Inglis (HCC) who has agreed to the funding for a paid Youth Club leader for one evening a week. Interviews for the position will take place in early July and will be followed-up by the usual police/safety checks.

Mrs. Dinnin said that a management committee had been formed and she had agreed to be its secretary. A treasurer and chairman have yet to be elected.

Mr. Filer arrived at the meeting and reported on the following.

- **Contact the Chairman of Three Valleys Water again re trench-work problem within Watton-at-Stone**

Mr. Filer said that he had spoken to Jim McGown, who has recently retired Three Valleys Water. Mr. McGown said that the new Chairman should now be contacted regarding the trench-work problem (Mr. McGown is happy for his name to be quoted in such contacts).

Mr. Filer to liaise with Mr. Stock re the problems outstanding in the village before making contact with the new Chairman of Three Valleys Water. **Action: D. Filer/D. Stock**

- **Write to Mr. Abel Smith re woodwork on Village Pump**

Mr. Filer said that he had spoken to Mr. Abel Smith (at the Watton-at-Stone Church fete) who had agreed to carry-out the treatment of the woodwork as soon as possible.

This work is still outstanding. Mr. Filer agreed to write to Mr. Abel Smith confirming their conversation. **Action: D. Filer**

- **Plans for Watton-at-Stone Memorial Hall**

The Watton-at-Stone Memorial Hall Management Committee has drawn-up plans for the renovation of their kitchen. The work involved will cost between £4,000 and £4,500. They are applying to EHDC for a capital grant for leisure projects, and part of the requirements of the application is the support of the Parish Council.

Mr. Poulton proposed that the Parish Council support the Watton-at-Stone Memorial Hall Management Committee's application. Mrs. McCash seconded the motion and all present were in favour.

A letter of support to be sent accordingly. **Action: D. Filer**

- **Information board at Watton Green**

Mr. Filer reported that the wood for the information board for Watton Green, which is currently in his garden, is deteriorating because it is lying on the ground. He suggested that it would be better for the information board to be erected as soon as possible. This was agreed.

Mr. Stock and Mr. Filer to liaise regarding this matter. **Action: D. Stock/D. Filer**

8 Accounts/Correspondence

Watton-at-Stone Parish Council

Petty Cash

Payments

Mercury paper to 27/5/00	7.37
Cable line & telephone call to 4/5/00	27.63
M. Stanley - line-path cutting at Watton Green	70.00
50 x 26p stamps	<u>13.50</u>
	<u>118.50</u>

Receipts

From Community Hall petty cash	<u>102.50</u>
for replacement glass window (payment made from Parish Council account in error)	
	<u>102.50</u>

Cheques required

Austin Funeral Directors	Donation in memory of David Gifford	25.00
K. Jones	48 hours litter pick	203.52
St. Albans Diocesan Board	Allotment rent	300.00
J. Allsop	June salary	445.90
HCC	Lighting maintenance	<u>217.68</u>
		<u>1192.10</u>

Cheques received

None

Watton-at-Stone Community Hall

Petty Cash

Payments

Repair of lock	52.87
Health & Safety Posters	7.26
Window cleaning	56.50
Business gas - estimate	<u>27.03</u>
	<u>143.66</u>

Receipts

Jim Keen - Main Hall hire	60.00
Mrs. Beatty - Pavilion hire	<u>28.00</u>
	<u>88.00</u>

Cheques required

EHDC	Rates for April and May 2000	<u>83.00</u>
		<u>83.00</u>

Cheques received

Mrs. Smith	Pavilion hire	59.50
H M Customs & Excise	VAT return for 3/00	100.75
Cornhill Insurance	claim for window, lock & hand dryer	332.23
H M Customs & Excise	VAT return for 4/00	<u>18.46</u>
		<u>510.94</u>

Mrs. McCash proposed that the accounts be paid, Mrs. Dinnin seconded the motion and all present were in favour.

9 Chairman's / Clerk's Report

Mr. Poulton reported on the following items.

• **Time Capsule**

Mr. Poulton said that the church millennium stone had now been cut by Chris Powell (Funeral Directors) and is in place at the St. Andrew and St. Mary Church.

A church service to commemorate the Millennium will take place on 31st December 2000 (at 4.30 p.m.), during which the time capsule will be buried under the millennium stone.

It was agreed that the Parish Council host a buffet following the Church service, to be funded from its millennium budget.

Mr. Filer to invite appropriate members of the Hertfordshire University (who made and donated the time capsule) to the church service. **Action: D. Filer**

• **Gas board**

Mr. Poulton said that he will be meeting with the gas board on Tuesday 27th June 2000 to read the meter. He proposed that two additional keys to the external meter cupboard be cut, i.e. one for the Clerk and one for the gas board to allow them access to their meter. Mr. Knight seconded the motion and all present were in favour. **Action: N. Poulton**

• **EHDC - Getting best value from our services**

EHDC has sent a questionnaire for completion by all parishes within the East Herts area. The questionnaire forms part of the best value consultation process for two of EHDC's services, namely: street cleaning and grounds maintenance.

Mr. Poulton said that he had completed the questionnaire, which in the main required yes or no answers. Parish Councillors agreed that this should be returned to EHDC accordingly. **Action: J. Allsop**

• **The meeting closed at 8.40 p.m.**

• **The date for the next Parish Council meeting is Wednesday 19th July 2000.**