

A meeting of the Watton-at-Stone Parish Council was held in the Community Hall on Wednesday 6th February 2002 at 7.15 p.m.

Present: Mr. D. Stock (Vice-Chairman) Mr. C. Clark
 Mr. I. Knight Mrs. H. McCash
 Mr. J. Meischke

In the absence of Mr. Poulton, Mr. Stock took the chair.

1 Apologies for absence

Apologies for absence were received from Mr. Poulton (Chairman), Mrs. Dinnin, Mr. Dunhill, Mr. Filer and Mrs. Davies.

2 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on Wednesday 9th January 2002**
 Mrs. McCash proposed that the minutes be accepted and signed by the Vice-Chairman as a true record. Mr. Meischke seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Send a copy of the plans for the proposed kissing-gate in the Church meadow to the Diocesan Board and Mr. & Mrs. Evernden of Kimberly**
 This item to be discussed under 4 a, Environment Sub-Committee - Broken stile in the Church meadow (on page 6 of these minutes).
- **Contact Wicksteed Leisure re safety-surface under new play equipment**
 Mr. Meischke said that he had been in contact with Wicksteed Leisure on at least five occasions. He had been told that Allan Barns (from the Complaints Department) would be dealing with the matter and was expected to make a site visit today. However, this has not happened. Mr. Meischke said we will continue to withhold payment to Wicksteed Leisure until this situation is resolved to our satisfaction.
- **Prepare a weekly inspection check-list and update the report book accordingly**
 Mr. Meischke said that he had started to put together a check-list. However, he is concerned that some of the checks required on the play equipment needed a technical understanding of the subject. Although some of the current Parish Councillors would be able to carry-out such checks, this situation could change in the future (i.e. there may be no Parish Councillors with a technical background). Mr. Meischke suggested that we contact RoSPA to ask them if they have a weekly inspection report sheet they could give to us, and also ask them if we are legally obliged to carry-out checks on a weekly basis. This was agreed. **Action: J. Allsop**
 One possibility would be to ask EHDC if they would carry-out a weekly inspection for us whilst they are in the village inspecting the Great Innings Play Area.
- **Accept the Community Against Drugs Funding grant**
 This action point has been completed and Mr. Poulton is waiting for a response from Wicksteed Leisure.
- **Invite the Director of the EH Highways Partnership to speak at the Inter Parish Conference**
 Mr. Stock said that the Director of the EH Highways Partnership is unable to attend the Inter Parish Conference, but will be sending a senior member of his team in his place.
- **Contact George & Dragon re supply of drink & glasses for Inter Parish Conference**
 Mrs. Dinnin was not present at the meeting to report on this item.
- **Write to DEFRA re Quality Parish and Town Councils consultation paper & copy letter to O. Heald MP**
 This action point has been completed.
- **Inspect the Three Valleys Water repairs in Hazeldell**
 Mr. Stock said that the repairs in Hazeldell were in a satisfactory state.
 However, he said that the condition of the footpaths in Hazeldell gave him cause for concern and that we needed to know if any re-surfacing work has been scheduled by EH Highways Partnership. This was agreed by all present. **Action: D. Stock/J. Allsop**
 The subject of trip hazards on the footpaths in Hazeldell to be placed on the agenda for the Parish Council meeting in February 2003. **Agenda: 2/03**

- **Advertise Parish Council meeting dates for 2002/2003 civic year in Parish Magazine & on notice boards**
This action point has been completed.
- **Issue all Parish Councillors with the amended income figures**
This action point has been completed.
- **Include the Main Hall flooring in the weekly inspection schedule**
Refer to item 2 b, Review of Actions - Prepare a weekly inspection check-list and update the report book accordingly (on page 1 of these minutes).
- **Write to EHDC re Summer Play Scheme 2002**
This action point has been completed.
- **Remove hand dryer in men's external toilet and make safe the wiring**
This action point is ongoing. **Action: N. Poulton**
- **Contact Digswell Parish Council re tennis facilities**
This action point is outstanding.
The Clerk to speak to Mr. Knight before she contacts Digswell Parish Council. **Action: J. Allsop**
- **Give Mr. Knight the address of the Diocesan Board**
This action point has been completed.
- **Carry-out MPPA & Community Hall equipment - six monthly check**
This action point has been completed.
Refer to item 4 b ii, MPPA & sports equipment in Main Hall - six-monthly check (on pages 7 and 8 of these minutes).
- **Find out if the drains from the Manhole covers on the sportsfield are in use or not**
Mr. Meischke asked for this item to be deferred until the Parish Council meeting on 6th March. **Action: J. Meischke**
- **Write to Trevor Waldock (at EHDC) accepting the offer of the new dog-waste bin**
This action point has been completed.
- **Write to EHDC re broken dog-waste bins, emptying of all bins and request for new bin on Hazeldell**
This action point has been completed.
Mr. Stock said that although EHDC had funding for an additional dog-waste bin, Mr. Waldock is not prepared to locate a bin near the footpath link in Hazeldell because it would be too close to residential properties. Mr. Stock agreed with the response and said that if anyone felt differently and wanted to pursue the matter further they would need to seek the agreement of a large number of adjacent households. It was agreed that no further action be taken.
The Clerk to chase EHDC re the broken dog-waste bins. **Action: J. Allsop**
- **Chase DEFRA re Rabbit problem on Lammas**
This action point has been completed.
Refer to item 4 a, Environment Sub-Committee - Rabbit problem on Lammas (on page 5 of these minutes).
- **Send quotations for work to Oak Tree to Dr. Norden**
This item to be discussed under 4 a, Environment Sub-Committee - Oak Tree in the sportsfield hedge along School Lane (on page 5 of these minutes).
- **Give the names of fencing contractors to the Clerk**
The Clerk said that Mr. Filer had given her the names of two fencing contractors.
Mr. Meischke has met with a fencing contractor (on-site at the sportsfield) to discuss submitting a quotation for the work required on the post-and-rail fence.
The Clerk has written to Nick Whitehead, Jeff Skidmore, Michael Stanley and G. N. Services (Braughing) asking them to quote for the work.
This item to placed on the agenda under Recreation & Amenities Sub-Committee. **Agenda: R & A**
- **Chase Environment Agency re broken fence by Mill Pond, Mill Lane**
Mr. Stock said that the fence belongs to the Abel Smith Estate (and not the Environment Agency) and they had agreed to examine the fence accordingly. Mr. Meischke said that the fence has now been repaired.
- **Write to EHDC re planning application for Bardolphs Farm**
This action point has been completed.
- **Write to EHDC re planning application for 119 High Street**

This action point has been completed.

- **Write to EHDC re planning application for 122 High Street**

This action point has been completed.

- **Return completed Crime and Disorder Audit response form**

This action point has been completed.

- **Speak to Memorial Hall Management Committee re Parish Council computer**

Mrs. Dinnin was not present at the meeting to report on this matter.

- **Inform the Clerk of all amendments to Village Directory**

This item to be discussed under 3 d, Specific Items - Village Directory update (on page 3 of these minutes).

c) Action points outstanding for more than two months

None.

3 Specific Items

a) Playground equipment

This item was discussed under 2 b, Review of Actions - Contact Wicksteed Leisure re safety-surface under new play equipment (on page 1 of these minutes).

b) Hosting of 2002 Inter Parish Conference

Mr. Stock said that we are still awaiting responses from six out of the fifteen Parish Councils invited to the conference.

The Clerk to contact all Watton-at-Stone Parish Councillors to find out who will be attending the conference.

Action: J. Allsop

c) Street lamp near Glebe Court

The street lamp has now been repaired.

d) Village Directory update

Most Parish Councillors had given the Clerk updates to the Village Directory. However, to avoid delays, the Parish Councillors present went through the items in the Village Directory again in detail and agreed that an updated version be placed on high-speed circulation prior to its final approval at our meeting in March.

Action: J. Allsop

The Clerk to ask Mr. Dunhill to give her the current contact names for the Scout Group.

Action: J. Allsop

e) ECDL (European Computer Driving Licence) course

The Clerk said that she had enrolled on an Action for Growth in the Rural Economy (AGRE) run European Computer Driving Licence course. This is funded by the European Union and starts on Thursday 7th at Hertford Regional College in Ware, between 2 pm and 5 pm each week. The course, which is run during term time, takes one year (36 weeks).

Mr. Stock proposed that the Parish Council purchase the associated course book (at a cost of £14.95) and pay for the Clerk's travel expenses to and from Ware. Mr. Meischke seconded the motion and all present were in favour.

f) Police Community Safety Meeting

Mr. Stock said that Mr. Poulton and Mr. Filer attended the Police Community Safety meeting and the various leaflets obtained had been circulated to all Parish Councillors.

g) Update of virus detector for Parish Council computer

Because she is now regularly using e-mail, the Clerk has asked if the virus detector could be updated because it is now 18 months old. Mr. Stock proposed that the virus detector be updated, Mr. Meischke seconded the motion and all present were in favour.

Mr. Clark to visit the Clerk to update the virus detector and resolve some problems associated with the e-mail software.

Action: J. Allsop

h) CPRE membership

Mr. Clark proposed that the Parish Council become a member of the Council for the Protection of Rural England (cost £17.50 per annum). Mr. Knight seconded the motion and all present were in favour.

Action: J. Allsop

i) Don Chandler – Parish map

Don Chandler has asked if the Parish Council objects to him buying copies of the Parish Map, framing them and then selling them to the public.

There were no objections from Parish Councillors. However, it was agreed to write to Don Chandler asking him to ensure that a notice is attached to the rear of the product stating that although it has no involvement in the sale, the map has been used with the full permission of the Parish Council. **Action: D. Stock/J. Allsop**

j) Parish Council Newsletter

Prior to this meeting, Mr. Stock had given all Parish Councillors a copy of a draft newsletter that he had written for distribution to all households in the Parish. The objective of the newsletter is to let people know who we are, what we do and how we can be contacted. This newsletter would then be followed up by the Chairman’s annual Parish Report to be circulated in May/June

He said that he had received positive responses and comments from seven Parish Councillors. After further discussion, Mr. Stock proposed that the Parish Council Newsletter be copied for distribution with the March issue of the Parish News. Mr. Meischke seconded the motion and all present were in favour. Mr. Knight said that he had already spoken to Rodney Ranzetta who had agreed that the newsletter could be distributed with the Parish News.

The Clerk to act accordingly.

Action: J. Allsop

Mr. Meischke agreed to transport the Parish Council photocopy machine to the Clerk’s home so that she can do this job more efficiently.

Action: J. Meischke

4 Reports

a) Sub-Committees

Budget & Finance

There was nothing to report concerning the Budget & Finance Sub-Committee.

Community Hall Trustees

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

• **Additional keys for Community Hall**

Mr. Meischke said Tracie Harris (who organises the Rosemary Conley Diet Classes in the Main Hall) has asked if she could have a set of keys for the Community Hall. The Clerk purchased two sets of keys and informed Ms. Harris that her set would cost £51.60. Ms. Harris asked if this money would be refundable if she gave up her hiring at any time.

The issuing of keys was discussed at length. It was agreed that, for security reasons, no hirers of the Main Hall or Pavilion facilities should be given sets of keys, but should collect keys from the Clerk or Parish Councillors as and when required.

The Clerk to notify Ms. Harris accordingly.

Action: J. Allsop

• **Heating and showers**

Mr. Meischke said that Mr. Bunyan had repaired the heating system and de-scaled the shower fittings. All are now working correctly.

• **Locking of Community Hall**

Mr. Meischke said that there has been a problem with hirers forgetting to lock the outside door on the car-park-side of the building. This has happened on several occasions during the last month.

It was agreed to write to all hirers asking them to ensure that they lock the external doors properly when they leave the building.

Action: J. Allsop

Mr. Stock and Mr. Meischke to look at the wording of the Community Hall hire agreement re the security aspects of the building.

Action: D. Stock/J. Meischke

Mr. Meischke to look at the lock on the external door adjacent to the car park to see if it can be improved in any way.

Action: J. Meischke

Recreation & Amenities

Mr. Meischke reported on the following items concerning the Recreation & Amenities Sub-Committee.

• **Manhole cover in sportsfield**

Refer to 2 b, Review of Actions - Find out if the drains from the Manhole covers on the sportsfield are in use or not (on page 2 of these minutes).

• **Install post at MPPA when the path is being re-laid**

Mr. Meischke said that part of the path has now been re-laid. He spoke to Ian Vosper and Dave Richards on the subject, and was informed that they will finish the work when the new youth shelter has been installed adjacent to the play area (i.e. so that the path can link up with it). Mr. Meischke asked Mr. Knight when the Tennis Club would be installing the post adjacent to the foot-scraper by the MPPA. Mr. Knight said that the Tennis Club had not agreed to do this work. Mr. Meischke said that if this was the case, he suggests that whoever is given the contract to repair the post-and-rail fence should be asked to install this post as well. This was agreed by all present.

Comment [C1]:

Environment

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

- **Byelaws - Wotton Green and the Lammas**

Mr. Stock said that DEFRA had still not written to us concerning the draft byelaws for the Lammas

The Clerk to chase.

Action: J. Allsop

- **Rabbit problem on Lammas**

Mr. Poulton has spoken to the Countryside Management Service and to Paul Heydon of the National Farmers Union, both of whom are unable to help with regard to a survey. He then contacted Edward Allen of the Agricultural Development and Advisory Service (ADAS) who said that he is prepared to visit the site, see what the problem is and give his opinion on what we could do to solve it (although he did say that it would be difficult to prove where the rabbits were coming from). He also said the under the 1954 act, the Parish Council is required to make reasonable and serious efforts to get rid of rabbits but cannot demand total eradication. If a landowner was to make a complaint, it would be investigated by DEFRA who would need to be satisfied that the local landowners were also taking steps to get rid of rabbits. Mr. Allen could visit the site during March and report accordingly for a fee of £200.

In the meantime, Mr. Poulton met with Mr. Paul Cantwell of DEFRA who suggested that we should use gassing or fencing to resolve the problem, but both of these options would be very expensive. Gassing would need to be done twice per year, every year. Also, gassing must be done by a qualified person (with signs erected to warn the public that it is in progress) and all adjacent land should be done at the same time to be successful. He also said that if fencing was used, it must be installed by a qualified contractor and could cost up to £10,000. Mr. Poulton and Mr. Cantwell felt that the adjacent landowner appeared to be doing nothing to solve the problem on the land within his ownership.

Mr. Stock then made the following proposals.

- a) We ask ADAS to make a site visit and report back to us. Mr. Meischke seconded the motion and all present were in favour. **Action: N. Poulton/J. Allsop**
- b) We obtain a quote for gassing (in response to comments made by Mrs. McCash with regard to not wanting gas to be used, Mr. Stock reminded Parish Councillors that we needed to get quotes for gassing and fencing so that the full debate on what action is to be taken is based on sound financial information). Mr. Clark seconded the motion and all were in favour. **Action: D. Stock/J. Allsop**
- c) We obtain two quotes for the fencing option as follows.
 - One quote for fencing to be erected along the boundary of the Lammas and the field at the top of the bank, up to the point at which it drops down towards the river along its boundary with the paddock.
 - One quote for fencing to be erected along the above boundary and along the boundary with the paddock. **Action: D. Stock/J. Allsop**

Mr. Knight seconded the motion and all present were in favour.

The Clerk to contact the County Council with regard to the land that it owns adjacent to the by-pass. We need to inform them of the problem and ask what action they will take to control the rabbits on their land.

Action: J. Allsop

Although there are numerous pest-control contractors, the local man is Fred Burnell, 4 Walkern Park Cottages, Clay End, Walkern, Stevenage, Herts SG2 7JD (01438 869578). In the first instance, details on fencing can be obtained from the Forestry Commission Publication Department, Forest Research Station, Alice Holt Lodge, Wrecclesham, Farnham, Surrey GU10 4LH (01420 23337).

- **Oak Tree in the sportsfield hedge along School Lane**

Mr. Stock said that three quotations for work on the Oak Tree had been obtained and sent to Dr. Norden. Dr. Norden had approved the highest quote from Herts Tree Care, who carried-out the previous pollarding of the tree. The Parish Council has not yet written to accept the quotation because there is a problem.

Mr. Stock said that, subsequently, he had received a telephone call from Liz Greenwood (of EHDC) who had been contacted by Herts Tree Care. She feels that the planned pollarding is too severe and is therefore not happy for it to be done. After much discussion with her on the subject, Mr. Stock asked Liz Greenwood to write to us to formally explain her views and position with regard to what can be done to the tree. Dr. Norden to be copied with Liz Greenwood's letter on receipt. **Action: D. Stock/J. Allsop**

- **Tree planting on Lammas**

Mr. Stock said that Mr. Dunhill had suggested that we arrange for a few volunteers to get together over the weekend of the 23rd and 24th March to plant the 30 trees outstanding (currently heeled-in on the allotments). These will replace some of the trees planted during the last few years.

- **Broken stile in the Church meadow**

Mr. Stock said that the Diocesan Board had no objections to a kissing-gate being installed in place of the stile. However, the owners of Kimberley object to its installation and wish the stile to remain in place. It was therefore agreed that we retain the stile.

Mr. Dunhill has agreed to repair the existing stile.

Action: V. Dunhill

b) Sportsfield

i) Report

Mr. Meischke carried-out the sportsfield report on the 23rd January 2002, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Some grass required in localised areas.
Litter	OK.
Dog fouling	OK.
Netball posts	OK.
General	OK.
- **Children's Playground:**

Condition of surface	Two areas require attention (in hand).
Litter/Litter bin	OK.
Large swings	New seats fitted. OK.
Small swings	OK.
See-Saw	New stops fitted. OK.
Comments	
- **Community Hall:**

General Condition (Exterior)	
Litter bin	OK.
Car Park	OK.
General	OK.
- **Multi-Purpose Play Area:**

Surface	Good.
Boundary Fencing	Good.
Tennis nets	Stacked.
Litter	None.
General	Very good.
- **Great Innings Play Area:**

Equipment	OK.
Surfaces	OK.
Litter	OK.
Dog fouling	None.
Comments	Very good.
- **Allotments Area:**

Access	OK.
Condition of paths between Allotments	OK.
Condition of Allotments under cultivation	OK.
Condition of Allotments not under cultivation	OK.
Litter	OK.
Comments	Some rubbish in top corner (nearest Church)
- **Culverts on Mill Lane**

Litter and rubbish in and around Culverts	OK.
Dog-fouling	Some.
Comments	Untidy area.
- **Salt bins**

Perrywood Lane	OK.
Great Innings	OK.
Station Road	OK.
Moorymead Close	OK.
Hazeldell	OK.
Garages between Glebe Close & Rectory	OK.
- **Dog-waste bins**

Footpath 17	OK.
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- Sportsfield OK.
- Church Walk Broken.
- Walkern Road OK.
- Station Road Broken.
- High Street (by Memorial) Broken.
- Great Innings OK.
- Mill Lane OK.
- **General** New bins?

• **Rubbish on Allotments**

Mr. Poulton and Mr. Meischke to inspect the rubbish in the top corner of the allotments (nearest Church).

Action: N. Poulton/J. Meischke

• **Dog-waste bins**

The subject of broken dog-waste bins is being pursued.

Refer to item 2 b, Review of Actions – Write to EHDC re broken dog-waste bins, emptying of all bins and request for new bin on Hazeldell (on page 2 of these minutes).

• **MPPA & Community Hall equipment - six monthly check**

Mr. Meischke, Mr. Stock and Mr. Poulton carried-out the six-monthly check on the 23rd January 2002, the result of which is as follows.

Note that:

- **U** indicates that urgent (i.e. immediate) action is required
- **S** indicates that action is required soon
- **W** indicates that action can wait

MPPA

Area	Check	OK	Needs Attention	Comments (if any)
Hard surface	Is it free of:			
	• Holes	4		
	• Cracks	4		
	• Litter/debris	4		
	• Weeds	4		
	• Moss etc.	4		
	Court marking	4		
Kicker boards	Are they:			
	• Secure	4		
	• Graffiti-free	4	U	
	• Graffiti-free	4		
	• In good condition.	4		
	Check for:			
	• Protruding nails	4		
	• Protruding screws	4		
	• Splinters/cracks	4		
	• Missing nails/screws	4		
Are the gates free of graffiti, loose/missing nails/screws, cracks and splinters	4			
Do the gates open, close and lock	4			
Tennis posts	Condition	4		Not up (stacked).
Tennis nets	Condition	4		
Flood lights	Are the lamps in contact with the trees		W	Cut when light repaired.
	Are the lamp posts in good order and free of graffiti	4		

Wire fence	Is the wire mesh:			
	• Secured to posts	4		
	• Free of cuts/breaks	4		
	• In good condition	4		
	Is the metal-work (e.g. posts, etc.) secure and in good condition	4		
	Are the gates in good condition	4		
	Do the gates open, close and lock	4		
Notice board	Is it:			
	• Legible	4		
	• Free of graffiti	4		
	• Secure	4	U	Cut fixing screws.
	• Free of damage	4		
Boundary	Is it:			
	• Free of litter	4		
	• In need of a cut	4		
	• Free of problem	4		
Play Area				All OK except safety-floor under Complaint.
General/additional comments (if any): - Safety area by seesaw split.				

Community Hall

Area	Check	OK	Needs Attention	Comments (if any)
2 Benches	Condition			
Badminton/ short tennis posts *	Condition	4		
Badminton posts *	Condition	4		
Badminton net	Condition	4		
Short-tennis net	Condition	4		
Netball posts	Condition	4		
Netball nets	Condition	4		
Sports floor	Condition		U	Dirty (Cleaned).
Floor markings	Condition	4		
External toilets	Condition	4	W	Graffiti and hand dryer.
Internal toilets	Condition	4		
Showers	Condition		S	De-scale and low pressure.
Kitchen	Condition	4		
First Aid box	Contents	4	S	New bandages order.
General/additional comments (if any):				

• **Branch of tree close to MPPA floodlight**

We will ask Websters to cut back the branch that is in close proximity to the floodlight when they install the new lamp. **Action: J. Meischke**

5 Planning

a) Applications

i) 4 Old School Orchard

Single storey conservatory extension

Parish Councillors viewed the plans for this application. Mr. Stock said that Mr. Poulton had contacted the neighbours directly affected by the application and they did not wish to object.

It was agreed to write to EHDC informing them that the Parish Council has no comment on this application. **Action: J. Allsop**

ii) 27 Bramfield Road, Datchworth

Erection of hay barn and stables

Parish Councillors viewed the plans for this application and were made aware of various correspondence on the subject.

After lengthy discussion, it was agreed to write to EHDC informing them that the Parish Council strongly objects to the above application for the following reasons.

1. It is the policy of the Watton-at-Stone Parish Council to resist any further encroachment on Metropolitan Green Belt land unless there is a particularly strong case for it.
2. The proposed barn (base 12m x 6m, height 7. m) and stables (base 12m x 4.8m) is excessive for a field of 2.3 ha and its presence in a prominent position on Green Belt land would be intrusive.
3. The proposed foundations are unnecessarily deep. Their depth suggests that the intent is to have a change of use in the future because the foundations would meet with planning regulations for a dwelling.
4. Although the site of the proposed building is technically just within the Watton-at-Stone parish, its impact would be felt more by those in Datchworth. We fully support the views already put forward by residents of Datchworth.

The Clerk to act accordingly.

Action: J. Allsop

iii) 130 High Street

Change of use to house

Parish Councillors viewed the plans for this application.

It was agreed to write to EHDC informing them that the Parish Council has no comment on this application.

Action: J. Allsop

b) Decisions

i) Amenity Land, Motts Close

Change of use of amenity land to private gardens

Single Storey rear conservatory

-EHDC permission granted

6 Correspondence received

a) DEFRA – Quality Parish and Town Councils consultation paper

DEFRA has written acknowledging receipt of our response to the Quality Parish and Town Councils consultation paper and stating that our comments will be taken into account in the preparation of the guidance on the operation of the quality for local councils scheme.

b) Alan Rattue – request for finance towards a Queens Golden Jubilee event

Mr. Stock read out a letter dated 26th January 2002 from Alan and Wendy Rattue. In the letter they ask for financial support towards an exhibition of their large collection of Watton postcards, photos, and other memorabilia. The exhibition will be held in the Memorial Hall over the weekend of 6th/7th July 2002 and admission will be free.

The approximate cost of the project is as follows.

Hire of Memorial Hall	£80
Laminating	£20
Photo printing and enlargements	£40
Advertising posters and leaflets	<u>£35</u>
Total	<u>£175</u>

Mr. Stock proposed that we give them a grant of £175 from our Golden Jubilee fund. Mrs. McCash seconded the motion and all present were in favour.

Action: D. Stock/J. Allsop

c) Oliver Heald MP re Mineral Local Plan Review

Oliver Heald has written to thank us for copying him with our objections to the Mineral Local Plan Review.

d) EH Highways Partnership – Notification of works

EH Highways Partnership has written (letter dated 24th January 2002) to notify us that kerbing, drainage and patching work will be carried-out on the Bennington to A602 Whempstead. Traffic management requirements will include traffic signals and road closures. The work will take place over a three-week

period from 29th January to 20th February. Mr. Clark said that the work had been delayed and actually started on 4th February.

e) Martin Iles re Frogmore Hall

Martin Iles has e-mailed the Parish Council asking for information on Frogmore Hall.

It was agreed to send Mr. Iles copies of the 100 years of Parish Councils and Silver Jubilee booklets and ask him to contact Allan Rattue and Frogmore Hall direct for further information. **Action: J. Allsop**

f) Cornhill Insurance re policy excess

Cornhill Insurance has written to advise us that as from 1st April 2002 our excess on the Community Hall policy will be increased from £150 to £250.

It was agreed that, whilst setting the budget for 2003/04, the Budget & Finance Sub-Committee review the insurance policies for the Community Hall and Parish Council and seek quotations from alternative insurance companies. **Agenda: B & F**

g) EHDC – Off street parking survey

Mr. Stock agreed to complete this survey. **Action: D. Stock**

h) HCC – Statutory consultation on admission rules for Nursery, Infant, Junior and Primary Schools 2003-2004

Mr. Stock passed this document together with HCC documents concerning statutory consultation on secondary school admission and transport to Mr. Clark.

Mr. Clark agreed to draft the Parish Council's responses to these documents. **Action: C. Clark**

CPRE – 2002 Hertfordshire's Village of the Year Competition

Mr. Stock proposed that due to the amount of work involved and our previous experience of this event, the Parish Council does not enter Watton-at-Stone into the 2002 Hertfordshire's Village of the Year Competition. Mr. Knight seconded the motion and all present were in favour.

7 Reports from other Organisations

Mr. Stock read Mrs. Dinnin's reports on the Memorial Hall and Youth Club.

• **Youth Club**

Due to the leader resigning because of personal commitments, the Youth Club had closed until new arrangements can be made.

• **Watton-at-Stone Memorial Hall Committee**

Alterations to the porch are now complete and major refurbishments to the toilets will start in early February.

• **Watton-at-Stone Primary School**

Mr. Clark reported on the following items concerning Watton Primary School.

- The school will be promoting a Green Fingers project for year 5 pupils (9 years olds). They have already approached the Parish Council (via Mr. Poulton) for an appropriate area in the village. (The Parish Council has suggested the site surrounding the village pump.)
- There is a problem of excessive dog-fouling again on footpath 17, along its boundary with the school. Mr. Clark to ask the School to contact EHDC's dog-warden (Mike Abbey) direct and urge parents of pupils at the school to do the same. **Action: C. Clark**
- Ms. Kersty Baker has been appointed as Deputy Head Teacher of Watton Primary School.
- There are currently two vacancies on the Board of Governors.

• **Watton-at-Stone Sports & Social Club**

Mr. Meischke said that Mick Roberts of the Sports & Social Club is arranging an inter-Club disco/cheese and wine evening.

8 Accounts/Correspondence

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques required

Sodexho	Grass cut 2001 – final payment	349.96
V. Dunhill	Spare key for Padlock on Lammas gate	5.00
J. Allsop	Phone calls	18.92
J. Allsop	February salary	473.20
Don Chandler	56 hours work	<u>280.00</u>
		<u>1127.08</u>

Cheques received

Sports & Social Club	Hire of sportsfield facilities	<u>450.00</u>
		<u>450.00</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Mr. Keen – Main Hall	80.00	C. Bewley	228.38
Nikki Roberts – Main Hall	40.00	Three Valleys Water	60.05
Floodlighting to 5/12/01	100.00	1 R Locking Systems 10 keys	134.62
Badminton Club	<u>25.00</u>	3 chubs keys, 8 key fob covers + 2 key rings	<u>21.60</u>
	<u>245.00</u>		<u>444.65</u>

Cheques required

Wicksteed Leisure Limited	To install swing seats + fit see-saw non-bump kit	493.50
Wicksteed Leisure Limited	4 rubber swing seats + see-saw non-bump rebuild kit	334.02
David Bunyan	Work to heating system and showers	153.93
Don Chandler	14 hours work	<u>70.00</u>
		<u>1051.45</u>

Cheques received

Badminton Club	Main Hall hire	162.00
G. Pay	Main Hall hire	100.80
EHDC	Grant for play equipment	<u>6190.00</u>
		<u>6452.80</u>

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

9 Chairman's / Clerk's Report

None.

- The meeting closed at 9.15 pm.
- The date for the next Parish Council meeting is Wednesday 6th March 2002.