

Minutes of the meeting of the Wotton-at-Stone Parish Council held in the Community Hall on Wednesday 12th January 2005

Present:	Mr. N. Poulton (Chairman)	Mr. J. Meischke
	Mr. C. Clark	Mrs. C. Dinnin
	Mr. V. Dunhill	Mr. D. Filer
	Mr. I. Knight	Mr. M. Smith
	Mr. D. Stock	

1 Apologies for absence

Apologies for absence were received from Mrs. McCash.

Mr. Poulton said that he had telephoned Mrs. McCash on a couple of occasions since her operation and she is recovering well. To aid her recovery further she will not be attending the February Parish Council.

2 Public Participation

None.

3 Declaration of Interests

Mr. Knight declared a personal interest in item 6 a ii, Planning Application – 6 Beane Road, single storey front, two storey side, and single storey rear extension (on page 3 of these minutes).

Mrs. Dinnin declared a non-prejudicial interest in item 6 a ii, Planning Application – 6 Beane Road, single storey front, two storey side, and single storey rear extension (on page 3 of these minutes).

Although she is not covered by the code of conduct, the Clerk declared an interest in item 6 a ii, Planning Application – 6 Beane Road, single storey front, two storey side, and single storey rear extension (on page 3 of these minutes).

4 Chairman's/Clerk's Report

Mr. Poulton said that he and Mr. Meischke attended a meeting of the Allotment and Garden Association last night (11th January) and will report on the discussions that took place under item 10, Reports from other organisations (on page 9 of these minutes).

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 8th December 2004**

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

Mrs. Dinnin seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Find out if Paul Weston is the same person that used to live in the village and ran the Post Office**

Mr. Poulton said that PC Andrew Woodward has confirmed that Paul Weston is the same person that used to live in the village.

Mr. Poulton said that he believed that Paul Weston had started his duties as Community Liaison Officer, however he has not yet been seen in the village. The area that Paul Weston covers is very large.

Mr. Poulton said that one of the victims of the arson attacks that occurred during the weekend of the 27th and 28th November had still not had a formal statement taken from them by the police. Mr. Poulton said that he had contacted PC Andy Woodward about the matter and he has agreed to take the statement personally.

After discussion, it was agreed to write to the Chief Constable at Welwyn Garden City informing him of our concerns over the lack of policing regarding this situation and asking for his comments.

Action: N. Poulton

- **Chase Stanley brothers to remove the earth bike-ramp in Mill Lane**

Mrs. Dinnin said that the earth bike-ramp in Mill Lane had been removed.

- **Chase Cornhill Insurance re public liability insurance on the allotments**

This item to be discussed under 9 a, Correspondence Received - Cornhill Insurance re public liability cover on the allotments (on page 8 of these minutes).

- **Write to East Herts Council planning department re Blue Bury Farm**

This action point has been completed.

- **Write to East Herts Council planning department re 33 Lammas Road**

This action point has been completed.

- **Secure brass plaque to post of ornate village sign**
This action point has been completed.
 - **Ask Trevor Waldock to install replacement litter bin in High Street**
Mr. Poulton said that Trevor Waldock had installed the bin and would not be charging the Parish Council for the work.
 - **Investigate the cost of metal vandal-proof notice boards**
This item to be discussed under 7 a, Repair/replace Notice Board at the junction of High Street/Great Innings (on page 3 of these minutes).
 - **Contact all contractors who quoted to cut or strim the sportsfield grass**
This action point has been completed.
 - **Write to Sports and Social Club re annual increase in hire charges**
This action point has been completed.
 - **Review the budget headings for discussion by the Budget and Finance Sub-Committee**
This item is outstanding. **Action: D. Filer/J. Allsop**
 - **Confirm funds held in reserves**
This item to be discussed under 8 a, Budget and Finance Sub-Committee (on page 5 of these minutes).
 - **Instruct Rose Brown to clean fridge at the Community Hall**
Mr. Poulton said that he had repaired the broken door to the freezer compartment of the fridge. He confirmed that Rose Brown has cleaned the fridge.
 - **Invite Sue Clarkson to attend a meeting of the Environment Sub-Committee on Thursday 13th at 1400**
This action point has been completed.

Mr. Poulton and Mrs. Dinnin will be meeting with Sue Clarkson tomorrow (Thursday 13th January) to discuss the draft proposals for the further management and enhancement of the Lammas. Mr. Stock said that he would also try to attend the meeting.

This item to be placed on the agenda (as part of Environment Sub-Committee) for the Parish Council meeting to be held on 9th February. **Agenda: 02/05**
 - **Add War Memorial and ornate village sign to monthly report**
This action point has been completed.
 - **Inform Mr. Poulton if you wish to attend inter parish conference**
Mr. Poulton and Mrs. Dinnin will attend the inter parish conference on 21st February 2004 and will report back during the Parish Council meeting to be held on 9th March 2005. **Agenda: 03/05**
 - **Write to Bengeo Rural, Sacombe and Stapleford re meeting to discuss East of England Regional Plan**
This action point has been completed.
 - **Respond to Hertfordshire Police Authority-Policing Plan 2005/06 and strategic plan 2005/08**
This action point has been completed.
 - **Place on circulation Bryan Hammond's letter re The Highways Partnership**
This action point has been completed.
 - **Find out from Watton School what the money-spinner profits are spent on**
Mr. Clark said that Watton School had informed him that they were going to give this information to Mr. Poulton. Mr. Poulton said that this had not been done.
Mr. Clark to chase. **Action: C. Clark**
 - **Generate information on hire charges costs for discussion with Mr. Poulton and Mr. Filer**
This action point has been completed.

Refer to item 8 a, Community Hall Trustees - Report on meeting held on Thursday 6th January 2005 (on page 5 of these minutes).
 - **After discussions, give generated information on hire charge costs to Sports and Social Club**
This action point has been completed.

Refer to item 8 a, Community Hall Trustees - Report on meeting held on Thursday 6th January 2005 (on page 5 of these minutes).
 - **Write article for Parish News**
This action point has been completed.
- c) Action points outstanding for more than two months**
- **Transport moveable goalpost and permanently site it on the far side of the sportsfield**
This item to be discussed under 8 a, Recreation and Amenities Sub-Committee - Goal posts (on page 6 of these minutes).

d) Riding of motor bikes (update)

During the Christmas holidays, youths had been riding off-road motor bikes in the fields around Watton-at-Stone and disturbing residents. In particular, the field adjacent to Mill Lane, which is owned by the Able Smith Estate. Mr. Abel Smith has been made aware of the situation. The police were contacted and took rapid action to resolve the problem. Mr. Poulton said that he had not received any further complaints from residents recently. Mr. Knight said that some of the youngsters had now moved their activities to the field adjacent to his property.

Mr. Poulton said that if the situation re-occurs, the police have the authority to remove the motor bikes from the youngsters.

Mrs. Dinnin said that she had spoken to some of the parents concerned and they were disciplining their youngsters. It was agreed to monitor the situation.

e) Watton-at-Stone Youth

Mr. Poulton said that he discussed the youth problem in Watton-at-Stone with County Councillor Bryan Hammond, and he suggested that we write to Sarah Parkhouse (Community Development Officer, Hertfordshire Associations 4 Young People) to see if a way forward can be found to reopen a youth club in the village.

Mr. Poulton said he wrote to Sarah Parkhouse accordingly and received the following response (dated 4th January).

‘Thank you for your letter dated 21st December, regarding the issues your village is facing with its young people.

Hertfordshire Associations 4 Young People (HAYP) is a countywide organisation whom both manage statutory rural youth clubs on behalf of the Youth Service, and support the many voluntary youth clubs and associations affiliated to them. We also run a number of training and specialist projects. Please find enclosed our annual report, there is a list at the back detailing the kind of support we can offer voluntary affiliated clubs.

From your letter I note that it is felt that the provision of something for young people to do or a place to go will alleviate problem issues, and in many cases this can be found to be true, however not always, but it is a good place to start. As our resources are very limited I always try and encourage the community to take the lead on such a provision, for example, financing, venues and volunteers, being the three main issues and these are essential to get things going.

HAYP where possible would be happy to provide a support and guidance role to enable this to happen. IF you would like to discuss this further please do not hesitate to contact me.’

After discussion, it was agreed to write to Sarah Parkhouse asking to meet with her to discuss how the Watton Youth Club can be resurrected. Also, informing her that three years ago the Parish Council was actively taking the lead in the running of the local Youth Club. They provided funds, found a venue and arranged local volunteers (on a roster basis) to run the Club. However, when the leader stepped down in early February 2002, the Youth Club had to close (and we hoped at the time that this was a temporary measure). The Parish Council contacted HCC's Youth and Community Service who advertised for a part-time Youth leader but they were unable to fill the position and therefore the Watton Youth Club never reopened.

Action: J. Allsop

f) Meeting dates for the Civic Year 2005/2006

Parish Councillors agreed that meeting dates for the Civic Year 2005/2006 should be on the second Wednesday, which is the same as the current Civic Year. The dates are as follows.

- Wednesday 13th April 2005
- Wednesday 11th May 2005
- Wednesday 8th June 2005
- Wednesday 13th July 2005
- Wednesday 14th September 2005
- Wednesday 12th October 2005
- Wednesday 9th November 2005
- Wednesday 14th December 2005
- Wednesday 11th January 2006
- Wednesday 8th February 2006
- Wednesday 8th March 2006
- Wednesday 12th April 2006

The Parish Council meeting on the 11th May will be preceded by the Annual Parish meeting (starting at 1900) and the Annual Meeting of the Parish Council.

The Clerk to e-mail the above dates to all Parish Councillors that evening.

Action: J. Allsop

8 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items concerning the Budget & Finance Sub-Committee.

- **9-monthly statement of accounts for the Parish Council and Community Hall**

Prior to the meeting, all Parish Councillors were given a copy of the 9-monthly statement of accounts for the period ending the 31st December 2004.

Mr. Filer went through the expenditure and income figures.

- **Estimate of funds held in reserves on 1st April 2005**

Mr. Filer handed out estimated end-of-year accounts to all Parish Councillors present. He said that he and the Clerk had reviewed each item to come up with the estimated figures.

Mr. Filer said that the estimated funds that could be held in reserves on 1st April 2005 are as follows.

- Parish Council £8073
- Community Hall £9830

- **East Herts Council - Precept forms for year 2005/2006**

The precept forms had been received from East Herts Council.

Mr. Filer proposed that the Parish Council agrees a precept of £23,860 and that the forms be duly completed and returned to East Herts Council. Mr. Meischke seconded the motion and all present were in favour.

Action: J. Allsop

Community Hall Trustees

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

- **Minutes and report on meeting held on Thursday 6th January 2005**

- **Goal Post**

As reported in the minutes of the Watton-at-Stone Community Hall Board of Trustees dated 6th January, Mr. Knight has handed over the permanent fixing of the youth football goal post to Mr. Poulton and Mr. Meischke.

Mr. Meischke is arranging for a plate to be welded to the base of each post to prevent them from being wrenched out of the ground. Mr. Poulton and Mr. Meischke will then concrete the base posts into the ground.

Action: N. Poulton/ J. Meischke

Coded UK have not invoiced the Parish Council for welding the football post together. Mr. Meischke to chase.

Action: J. Meischke

- **Floodlighting**

The two floodlights that are not working are due to have replacement lamps fitted by Harknett Street Lighting after the next hard frost (which will allow their heavy machinery to go onto the sportsfield without causing damage). One of the lights needs to have the floodlighting angle changed so that it does not shine directly into the Rectory. Mr. Knight will personally oversee the work.

Action: I. Knight

Mr. Filer proposed that two floodlighting bulbs be purchased from The Lamp Company. These to be kept in reserve. Mr. Knight seconded the motion and all present were in favour.

Action: J. Allsop

- **Sports and Social Club Charges**

In discussion with Mr. Poulton and Mr. Filer, Mr. Knight generated a table of costs attributed to the Sports and Social Club use of the sporting facilities. A copy of the table and accompanying letter is attached to the minutes of the Community Hall Trustees meeting held on Thursday 6th January 2005. The figures were discussed at the Sports and Social Club meeting held on 5th January 2005 and were well received. Mr. Knight said that the Sports and Social Club had previously had a lack of appreciation of what the running costs of the facilities were.

Recreation & Amenities

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

- **MPPA – general**

Refer to item 8 a, Community Hall Trustees - Floodlighting (on page 5 of these minutes).

- **Additional tennis court**

Mr. Knight said that he had arranged to meet with an Arboculturalist on 14th January to determine where the tennis court can be sited so as not to affect the roots of the surrounding mature trees. This is required before applying to East Herts Council for planning permission for the new tennis court.

Mr. Knight said that he had also written to the Plotting Office at East Herts Council enclosing a cheque for £17.50 and requesting location maps of the area. The maps will be submitted to East Herts Council with the completed planning application forms. **Action: I. Knight**

- **Goal Posts**

This item was discussed under item 8 a, Community Hall Trustees - Minutes and report on meeting held on Thursday 6th January 2005 – Goal Posts (on page 5 of these minutes).

- **Church Walk footpath**

Mr. Knight said that he met with Rumball Sedgwick's surveyor who is currently obtaining quotations from contractors to replace the dilapidated iron-railing fence along the Church Walk footpath. This will be replaced by a wooden fence with a second inner barbed-wire fence with a gap of about a meter.

The hedge (the responsibility of the church) which is overhanging the footpath near the church is due to be cut and will be reduced in width by approximately nine inches.

Rumball Sedgwick is also planning to re install the guards round the mature trees in the horse's field. This will prevent the horses causing further damage to the tree trunks.

Environment

Mrs. Dinnin said that there was nothing to report on under the Environment Sub-Committee.

b) Sportsfield

i) Report

Mr. Smith did the sportsfield report on the 5th December 2004, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Fair.
Litter	OK (bin full).
Dog fouling	OK.
Netball posts	One not fixed.
General	OK.

- **Children's Play Area:**

Condition of surface	Good.
Litter/Litterbin	OK – some litter on ground.
Large swings	OK.
Small swings	OK.
See-Saw	OK.
Rainbow multi-play and slide	OK.
Two spring sit-on	OK.
Teen shelter	OK.
General	Good – seat in poor repair.

- **Bike ramps area:**

Junior Jump	OK.
Double Ramp	OK.
Fun Box	OK.

- **Community Hall:**

General Condition (Exterior)	OK.
Litterbin	Full.
Car Park	OK.
General	Path wall damaged – near rear entrance. Mud on path and up wall.

- **Multi-Purpose Play Area:**

Surface	OK.
Boundary Fencing	OK.
Tennis nets	Small hole in one.
Litter	None.
General	Good.

- **Great Innings Play Area:**

Equipment	OK.
Surfaces	OK.
Litter	OK.
Dog fouling	None.
Comments	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	None.
Comments	New area ploughed up.

• **Culverts on Mill Lane**

Litter and rubbish in and around Culverts	OK.
Dog-fouling	OK.
Comments	-

• **Salt bins**

Perrywood Lane	OK.
Entrance to Great Innings	OK.
Great Innings South – outside number 93	OK.
Station Road	OK.
Moorymead Close (2)	OK.
Hazeldell	OK.

• **Dog-waste bins**

Footpath 17	OK.
Sportsfield	OK.
Church Walk	OK.
Walkern Road	
Station Road	OK.
High Street (by Memorial)	OK.
Great Innings	OK.
Mill Lane	Quite full. Litterbin requires attention.

• **War Memorial**

General Comments	Very good.
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• **Ornate Village Sign**

General Comments	Very good.
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• **General Comments**

Gate to Lammas not locked – travellers?

• **Seat behind Children’s Play Area**

Mr. Smith said that the seat was in poor condition and had one of the wooden planks missing. Mr. Poulton said that he had previously tried to repair the seat. However, because of its concrete framework it is not repairable.

The RoSPA playground inspection had identified this seat as a low hazard because of its close proximity to the adjacent swings. Mr. Poulton to inspect the safety of the seat and monitor the situation or take appropriate action.

Action: N. Poulton

• **Brick wall adjacent to the Community Hall**

The top row of bricks on the low wall adjacent to the Community Hall is crumbling because an unsuitable type of brick was used. It now needs replacing with engineering bricks. Mr. Meischke is obtaining quotations to have the bricks replaced.

Action: J. Meischke

• **Allotments**

Mr. Smith said that an area of the allotments has been newly prepared. The Allotment and Garden Association has ploughed the area in preparation of making three additional half-allotment plots.

• **Litterbin on the Lammas**

Mr. Smith said that the litterbin on the Lammas is broken and not useable.

• **Gate to the Lammas**

Mr. Smith said that the gate to the Lammas is unlocked. The chain is wound around the gate and post but not padlocked together.

Mr. Meischke or Mrs. Dinnin to padlock the gate.

Action: J. Meischke/C. Dinnin

ii) **Weekly report and action**

Mr. Poulton said there was nothing to report from Ted Brown’s weekly inspections.

9 Correspondence received

a) Allianz Cornhill re public liability cover on the allotments

Mr. Poulton read out the following letter (dated 13th December) from Allianz Cornhill.

‘Watton-at-Stone Parish Council

Policy No. 11/AC/5274013/06

We thank you for your letter dated 17th November 2004.

Allotments

We are able to confirm that providing the Parish Council are solely responsible for the allotment area including any paths, that the existing public Liability Section of the policy would extend to include the legal liabilities of the Parish Council as far as they could apply.

It is necessary for all areas to be kept in a good state of repair to ensure the safety of all users of the land.

All cover being subject to the terms conditions and exclusions of the policy and the Limit of Indemnity of £5,000,000.

When the Allotments are leased to individuals it is necessary for these individuals to arrange their own Public Liability insurance in respect of their own legal responsibilities as tenants. The Parish Council should ensure this cover is in force.

Cover under the Parish Council policy is in respect of the legal liabilities of the Parish Council only and does not include the legal liabilities of the Watton-at-Stone Allotment and Garden Association.

It is necessary for the Association to arrange their own Public Liability cover in respect of their own legal responsibilities.

We trust this clarifies the situation.’

Parish Councillors agreed that they were happy with the contents of the letter.

A copy of this letter was sent to the Allotment and Garden Association. Mr. Meischke said that Mike Freeman (Secretary of the Allotment and Garden Association) had expressed concern about the contents of Allianz Cornhill’s letter and will be arranging to meet with him to discuss this further. **Action: J. Meischke**

b) East Herts Council – Rural Parish Conference – Thursday 24th February 2005

Mr. Poulton to attend the Rural Parish conference on Thursday 24th February.

The Clerk to notify Jenny Bond at East Herts Council accordingly.

Action: J. Allsop

c) East Herts Council – Parish Remuneration Panel on issues of allowances for Members of Town/Parish Council

This item had been on circulation and Mr. Filer requested that it be discussed by the Parish Council.

This document sets out the allowances which Parish Councillors can claim but also advises Parish Councillors not to submit any claims.

It was agreed by all present that Parish Councillors will not claim any allowances.

d) Society of Local Council Clerks – Annual renewal of membership

The SLCC membership renewal is £91, which is a £19 increase on last year. Parish Councillors questioned the large percentage increase. Mr. Poulton reminded Parish Councillors that although we have not had to use it recently, the Society provides the Parish Council with legal advice and useful information about changes in legislation, e.g. changes in accounting practises. Although this information is also available from the Hertfordshire Association of Local Councils, the annual membership would be several hundred pounds.

Mr. Filer proposed that the Parish Council renew its annual membership of the Society of Local Council Clerks. Mr. Knight seconded the motion and all present were in favour.

The Clerk to act accordingly.

Action: J. Allsop

e) HCC - Consultation on 388 and 351 Bus Services

Mr. Poulton read out the consultation document received from Keith White (Principal Transport Officer, Passenger Transport Unit, County Hall, Hertford) regarding the 388 bus service. Information was also received concerning the 351 bus service, however this service does not cover out area.

Consultation

Bus services 388 Hertford – Welwyn Garden City via Tewin

351 Hertford – Bishops Stortford via Much Hadham

Background

The County Council is proposing to make some changes to these two bus services to reflect demand and assist meet joint funding priorities within East Herts. While budgets for 2005/06 have not been confirmed yet, discussions are taking place between County and Districts. Measures have been taken in the last 6

months to address these funding issues and fares increases have had a recent positive effect. As a result these proposals are less drastic than would otherwise have been the case.

Summary of changes

Service 388:

The peak period journeys via Welwyn are withdrawn. There is no use and Regs Coaches provide an alternative schools service to Hertford and Ware.

The off peak journeys via Datchworth are withdrawn. There is no significant use and the detour increases journey times for other passengers. An alternative once a week service will be tried to Welwyn Garden City and this will also serve Watton-at-Stone.

On schooldays the service would be extended from Hertford to Presdales School, Ware to assist potential from Tewin and ease capacity problems on other buses between the school and Hertford. As a consequence the service will no longer directly serve Simon Balle School.

Comments

Comments should be sent to the Passenger Transport Unit, Hertfordshire County Council, County hall, Hertford, SG13 8TJ by 28 January 2005.

After discussion, it was agreed to write to the Passenger Transport Unit saying that we regret the withdrawal of the 388 off-peak journeys via Datchworth but we welcome the introduction of the new service from Watton-at-Stone to Welwyn Garden City. **Action: J. Allsop**

10 Reports from other Organisations

• **Watton-at-Stone Allotment and Garden Association**

Mr. Poulton and Mr. Meischke attended the meeting of the Allotment and Garden Association held on 11th January during which the following items were discussed.

• **Dog-fouling signs**

A quotation of £50 has been obtained for erecting two more dog-fouling signs on the allotments.

Mr. Poulton proposed that the Parish Council donate £25 towards the cost. Mr. Meischke seconded the motion and all present were in favour. The Clerk to act accordingly. **Action: J. Allsop**

• **Trees on the allotment**

The Allotment and Garden Association has obtained permission from the Landscape Officer at East Herts Council and the Conservation Officer for the removal of some trees that are obscuring light in the middle of the allotments. Roger Green planted the seedlings as a temporary measure approximately 15 years ago and they were never re-sited.

It was agreed to write to the Allotment and Garden Association stating that we have no objection to the removal of the trees. **Action: J. Allsop**

• **Signs for Church Lane**

Mr. Filer said that there are no signs to identify Church Lane. Mr. Poulton to contact East Herts Council asking them to install appropriate signs. **Action: N. Poulton**

• **Watton-at-Stone Scout and Guide Group**

Mr. Dunhill said that the next meeting of the Scout and Guide Group is to be held on 25th January 2005.

• **River Beane Restoration Association**

Mr. Knight said that the River Beane Restoration Association will have its next meeting at the end of January.

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

Mr. Smith said that the Sports and Social Club had requested an additional external-shed key for the women's football team.

The Clerk said that we have one set of hirer's keys for the pavilion and kitchen that does not have the chubb key for the main door to the Community Hall.

It was agreed to have cut an additional key to the external shed and an additional key to the main door to the Community Hall. **Action: J. Allsop**

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

Mr. Filer explained to Parish Councillors that due to recent vandalism at the Memorial Hall, the gate at the rear of the site has been permanently locked.

Parish Councillors expressed the view that this gate had remained open for some years and therefore is a right of way from Glebe Court to the High Street. Mr. Filer said that the gate has always been periodically locked and is not a public right of way. Mr. Poulton and Mrs. Dinnin said that they had both received complaints that the gate is locked. Residents of Glebe Court use this route regularly on their way to the High Street. It was pointed out that the route along School Lane was a similar distance.

Mr. Filer said that the vandalism to the Memorial Hall happened at night, and to the rear of the property where offenders can make a quick escape if the gate is unlocked. They broke windows during two separate incidents. No further incidents have happened since the gates have been locked.

11 Items for Parish News

The following items to be sent to the Editor of the Parish News for inclusion in the next issue.

- Speeding in the village
- Update of Village Directory
- Parish Council meeting dates for the Civic Year 2005/2006

Mr. Filer to write the article accordingly.

Action: D. Filer

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

50 x 28p stamps

14.00

14.00

Cheques required

Ted Brown	32 hours	208.00
Ted Brown	Christmas bonus	60.00
J. Allsop	Christmas bonus	120.00
Sodexo Land Technology	50% Grass cutting fee for 2003 (previous financial year)	371.30
Derek Monk	War Memorial maintenance	31.25
Derek Monk	Flowerbed maintenance	80.00
J. Allsop	January salary	519.27
HCC	5 reams of copy paper	14.09
St. Albans Diocesan Board	½ year Allotment rent	300.00
J. Allsop	Phone calls to 3 rd January	<u>25.00</u>
		<u>1728.91</u>

Cheques received

None

Watton-at-Stone Community Hall

Petty Cash

Receipts

Mr. Keen – Main Hall hire	100.00
Barry Moor – Main Hall hire	24.00
Floodlighting to 03.1104	<u>280.00</u>
	<u>404.00</u>

Payments

2005 Diary	1.59
John Phillips	34.00
David Bunyan – repair to toilet	94.00
VAT return 11.04	11.73
Cleaning materials	33.75
RoSPA inspection	66.39
Cleaning materials	<u>17.61</u>
	<u>259.07</u>

Cheques required

Rose Brown	Christmas bonus	40.00
Rose Brown	15 hours cleaning	82.50
East Herts Council	Plotting plans for new tennis court project	17.50
		<u>140.00</u>

Cheques received

Gill Gilbey	Main Hall	100.00
Watton Ramblers	Pavilion hire	7.00
Louisa Bailey	Main Hall	<u>90.00</u>
		<u>197.00</u>

Mr. Filer proposed that the Parish Council approve the above payments, Mrs. Dinnin seconded the motion and all present were in favour.

Mr. Poulton said that he has told both Ted and Rose Brown that they will not be receiving a Christmas bonus next year.

- **The meeting closed at 2045.**
- **The date for the next Parish Council meeting is Wednesday 9th February 2005.**