

Minutes of the meeting of the Wotton-at-Stone Parish Council held in the Community Hall on Wednesday 8th February 2006

Present: Mr. J. Meischke (Vice-Chairman) Mr. V. Dunhill
Mr. D. Filer Mr. I. Knight
Mr. M. Smith Mr. D. Stock
The Clerk (Mrs. J. Allsop)

1 Apologies for absence

Apologies were received from Mr. Poulton, Mr. Clark, Mrs. Dinnin and Mrs. H. McCash.

2 Public Participation

None.

3 Declaration of Interests

None.

4 Chairman's/Clerk's Report

None.

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 11th January 2006**

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

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

b) Review of actions

- **Report vandalized locks at Community Hall as a crime:** Completed.
- **Arrange Public meeting with Jill Dockley and advertise in Parish News**
PC Andy Woodward has today confirmed (by e-mail) that a public neighborhood-watch meeting has been arranged for 16th March 2006 at 1930 in the Memorial Hall. PCSO Weston will be advertising the meeting in the Parish News.
- **Write to planning department re Blue Hill Farm and copy residents of 1, 2 and 4 Blue Hill Farm Cottages:** Completed.
- **Send Parish Councillors a table of all the Wednesdays in the Civic Year 2006/07:** Completed.
- **Inform Clerk of availability for meetings on Wednesdays in the Civic Year 2006/07**
Refer to item 7 b, Meeting dates for the Civic Year 2006/2007 (on page 2 of these minutes).
- **Return completed Alliance and Leicester forms:** Completed.
- **Look at the feasibility of purchasing a boot-bath**
Refer to item 8 a, Recreation and Amenities Sub-Committee - Boot-bath/scrapper (on page 3 of these minutes).
- **Return Awards-for-All end of grant report re the Lammas:** Completed.
- **Arrange a site meeting with Sue Jarczewski on 17th January 2006 at 1430:** Completed.
Refer to item 8 a, Environment Sub-Committee - Cottage site (on page 4 of these minutes).
- **Ask the Cricket Club to repair (as soon as possible) the wire fence in the sportsfield hedge**
Refer to item 8 a, Recreation and Amenities Sub-Committee - wire fence in the sportsfield hedge (on page 3 of these minutes).
- **Ask the window cleaner to clean the windows at the Community Hall:** Completed.
- **E-mail Trevor Waldock (East Herts Council) re dog-waste bins in the village:** Completed.
- **Contact Bramfield Parish Council re 2006 Inter Parish Conference:** Completed.
- **E-mail Mr. Meischke and Mr. Clark with a copy of Bramfield Parish Council's letter:** Completed.
- **Write to Mr. Cliff Bishop re Stansted Airport:** Completed.
- **Contact Jo Rodwell (East Herts Council) re Summer Playscheme:** Completed.
- **Put HCC's Minerals & Waste Development Framework document on circulation:** Completed.

- **Contact Raj Goutam (Hertfordshire Highways) re pot holes in Church Lane:** Completed.
Mr. Goutam sent an e-mail response on 16th January stating that he has asked Ian Bishop to investigate and issue a repair order as necessary. He also makes us aware of the highway-fault-repair service which we can call to report pot holes.

The Clerk to send a copy of Mr. Goutam's e-mail to all Parish Councillors.

Action: J. Allsop

Note: The telephone number for the highway-fault-repair service is 01438 737320 or alternatively the website address is www.hertsdirect.org/highwayfaults. Faults reported through this service are repaired within 24 hours of notification.

c) Action points outstanding for more than two months

- **Attach kicker-board post to kicker-board:** Completed by Ted Brown.
- **Arrange for the Sunday Football Club to sign a copy of the key-holder agreement:** Completed.
Mr. Poulton to sign the agreement on his return from holiday. **Action: N. Poulton**
- **Inspect the War Memorial site and purchase the additional pebbles/gravel required**
Mr. Meischke reported that Mick Powell (of Chas Lowe) inspected the site and has given us a verbal quotation of £20 to supply the 20 mm gravel required. He will include 2 free bags of pea shingle for the top dressing.
It was agreed that Chas Lowe be asked to deliver the gravel to the War Memorial site. Ted Brown will then be asked to distribute it around the site. **Action: J. Meischke**
- **Inspect items identified in the annual play area inspection and take any action required**
Refer to item 8 b iii) Reports - 6-monthly check of MPPA, Play Area on sportsfield and Community Hall equipment (on page 7 of these minutes).

6 Planning

None.

a) Decisions

None.

7 Specific items

a) Lammas Road street lighting

During its January meeting, the Parish Council agreed that it could not afford to increase its £1,000 budget to cover the escalated cost of the improvements to the Lammas Road Street lighting.

Mr. Meischke said that Mr. Poulton had, after negotiation, submitted a grant application of £1,000 to East Herts Council on the condition that the Parish Council also pays a £1000 towards the project. Hertfordshire Highways has agreed to put in a bid of £7,000, from the 06/07 JMP discretionary budget, towards the Lammas Street lighting. If we are successful on both accounts, then additional street lighting can be installed in Lammas Road.

Mr. Poulton to keep the Parish Council updated.

Agenda: 03/06

b) Meeting dates for the Civic Year 2006/2007

It was agreed that Parish Council meetings shall continue to be held on the second Wednesday in the month.

The editor of the Parish News to be notified of any meeting dates that fall on or close to the publishing deadline of 14th of each month.

Action: J. Allsop

c) Update of Village Directory

All Parish Councillors had been e-mailed a copy of the 02/2005 edition of the Village Directory and asked to make amendments where necessary. If they have not already done so, Parish Councillors to send their amendments to the Clerk.

Action: Parish Councillors

It was agreed that the Clerk make contact with all organisations to check that their current details are correct.

Action: J. Allsop

d) Locks to Community Hall and Notice Board

Lock Stock and Barrell have repaired the lock to the Great Innings notice board. They have also repaired the Gents toilet door at the Community Hall and replaced the lock on the Ladies toilet door. Three additional keys for the new lock have been purchased.

e) Hertfordshire Village of the Year 2006

It was agreed that due to the amount of work involved and our previous experience of this event, the Parish Council will not enter Watton-at-Stone into the 2006 Hertfordshire Village of the Year competition.

8 Reports

a) Sub-Committees

Budget & Finance

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

- **Telephone headset**

At the request of the Clerk, a telephone headset had been purchased from the BT on-line shop at a price of £34.99 plus £5.99 postage and packing. This will help the Clerk when taking dictation via the telephone.

Parish Councillors present agreed to the purchase.

Community Hall Trustees

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

- **Report on meeting held on 18th January 2006**

All Parish Councillors had been given a copy of the minutes of the Trustees meeting held on 18th January 2006.

- **Gas and Electricity Supply**

The Clerk said that British Gas has not supplied us with the three year Gas-contract that was agreed in July 2005.

However, they have written to advise us of a substantial price-rise from June 2006 if our consumption is the same as last year. The contract we agreed was for three years and therefore this should not apply. Mr. Poulton to investigate on his return from holiday. **Action: N. Poulton**

- **Loose tiles on roof:** This item is outstanding.
 - **Replacement of floodlighting bulbs:** This item is outstanding
 - **Main Hall flooring**

Mr. Meischke spoke with Mr. Boddy and his son about the damage to the floor. Mr. Boddy's son agreed to put protective tape on the metal components of their matting. The Community Hall Trustees will continue to monitor the situation.

- **Approval of minutes of meeting held on 18th January 2006**

The following amendment was made.

- Page 1, item 9
'Hire Charges for Louisa Bailey (copy of e-mail attached)'
should read
'Hire Charges for Louisa Bailey'.

Mr. Knight proposed that the minutes as amended be accepted and signed by the Vice-Chairman as a true record. Mr. Meischke seconded the motion and Mr. Stock was in favour.

- **Guttering**

The new guttering has been fitted, however Mr. Meischke had not yet been able to inspect the work done. Mr. Bunyan is yet to do the work to the path and the roof tiles.

Recreation & Amenities

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

- **Sportsfield Maintenance**

The Sports and Social Club is deciding what can be done to the sportsfield with the funds available.

- **Boot-bath/scrapper**

Mr. Bunyan to look at the feasibility of installing drainage and an outside tap for a boot bath adjacent to the Community Hall.

Mr. Filer reminded Mr. Knight that the £1,000 budget for sportsfield maintenance includes the boot-bath/scrapper and will affect the funds available to the Sports and Social Club for sportsfield maintenance.

- **Additional Tennis Court**

Jim Smith has nearly completed the drawings and paperwork for this project.

- **Wire fence in the sportsfield hedge**

During the Parish Council meeting held on 11th January 2006 it was reported that 'The wire fence in the hedge is a hazard and should be removed.' In reality it is the posts and not the wire fence that are a hazard. The Cricket Club has been asked to do the repair work as soon as possible.

This item to remain on the agenda until the fence has been repaired.

Agenda: 03/06

- **Sports & Social Club hire agreement**

The following text has been added to the Sports and Social Club hire agreement, under the heading of General Conditions.

‘2. A designated key-holder from each of the associate clubs of the Sports and Social Club must sign the Parish Council’s Key-Holder Agreement and adhere to the conditions therein.’

Environment

- **Interpretation Boards for the Lammas – update**

Mr. Smith said that the boards had been installed on the Lammas.

- **Cottage site**

Mr. Stock said that he, Mrs. Dinnin, Mr. Poulton and Mr. Meischke met with Sue Jarczewski on 17th February at the Cottage site.

The general outcome of the meeting was as follows.

- Although the area is not considered to be a high-value site it does need some pollarding and ground-clearance in the centre and to the rear.
- Possibly some replanting required.
- A general tidy-up of the front boundary is required, e.g. cut back to give a clean boundary line and clearance for farmyard traffic passing by. A woven-wood boundary maybe a good idea.
- Work should be done in stages and in a way that does not open-up the site to public view. And at the same time, maintain the wildlife habitat.
- The Countryside Management Service is to prepare a draft Management Plan similar to that done for Watton Green.

The Parish Council leases the Cottage site from East Herts Council.

The Clerk to give a copy of the lease agreement to Mrs. Dinnin for review with regard to our maintenance responsibilities, etc.

Action: J. Allsop

- **Site-meeting at Walkern Road**

Mr. Knight said that he had given Hertfordshire Highways several proposed dates for a Walkern Road site-meeting, but was still waiting for them to respond.

This item to remain on the agenda.

Agenda: 03/06

b) Sportsfield

- i) **Report**

Mr. Knight did the sportsfield report on the 7th February 2006, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Good for time of year.
Litter	OK.
Dog fouling	OK.
General	-
- **Children’s Play Area:**

Condition of surface	OK.
Litter/Litterbin	OK.
Large swings	OK.
Small swings	OK.
See-Saw	OK.
Rainbow multi-play and slide	OK.
Two spring sit-on	OK.
Teen shelter	OK.
General	OK.
- **Bike ramps area:**

Junior Jump	OK.
Double Ramp	OK.
Fun Box	OK.
- **Community Hall:**

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

Surface	Muddy near entrance – indicative bad drainage.
Boundary Fencing	OK.
Tennis nets	OK.
Litter	OK.
General	OK.
• Great Innings Play Area:	
Equipment	OK.
Surfaces	OK.
Litter	OK.
Dog fouling	OK.
Comments	In good order.
• Allotments Area:	
Access	Good.
Condition of paths between Allotments	Good.
Condition of Allotments under cultivation	Good.
Condition of Allotments not under cultivation	-
Litter	None.
Comments	-
• Culverts on Mill Lane	
Litter and rubbish in and around Culverts	Clean.
Dog-fouling	None.
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.
Footpath 17	OK.
• Dog-waste bins	
Footpath 17	OK.
Sportsfield	OK.
Church Walk	OK.
Walkern Road	OK.
Station Road	OK.
High Street (by Memorial)	OK.
Great Innings	OK.
Mill Lane	OK.
Opposite 5 School Lane	OK.
• War Memorial	
General Comments	Good.
• Ornate Village Sign	
General Comments	Good.
• General	
	-

- **Entrance to the MPPA**
Mr. Knight said that the Tennis Club will sweep the mud from the entrance to the MPPA.

ii) Weekly report and action

There was nothing to report from Ted Brown’s weekly inspections.

iii) 6-monthly check of MPPA, Play Area on sportsfield and Community Hall equipment

Mr. Poulton and Mr. Meischke did the six-monthly check on the 22nd January 2006, the result of which is as follows.

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

MPPA

Area	Check	OK	Needs Attention	Comments (if any)
Hard surface	Is it free of: • Holes • Cracks • Litter/debris • Weeds • Moss etc. Court marking	✓ ✓ ✓ ✓ ✓ ✓		Corner nearest Church, kicker board needs securing to post.
Kicker boards	Are they: • Secure • Graffiti-free • In good condition. Check for: • Protruding nails • Protruding screws • Splinters/cracks • Missing nails/screws Are the gates free of graffiti, loose/missing nails/screws, cracks and splinters Do the gates open, close and lock	✓ ✓ ✓ ✓ ✓ ✓ ✓	Yes	
Tennis posts	Condition	✓		
Tennis nets	Condition	✓		
Flood lights	Are the lamps in contact with the trees Are the lamp posts in good order and free of graffiti	No. Yes.		
Wire fence	Is the wire mesh: • Secured to posts • Free of cuts/breaks • In good condition Is the metal-work (e.g. posts, etc.) secure and in good condition	✓ ✓ No. ✓	Yes Yes	
Notice board	Is it: • Legible • Free of graffiti • Secure • Free of damage	✓ ✓ ✓ ✓		
Boundary	Is it: • Free of litter • In need of a cut • Free of problem growth	None ✓ ✓		
General/additional comments (if any): - No comments.				

Play Area on sportsfield

Check the following points on all pieces of play equipment (i.e. Large swings, small swings, seesaw, multi play/slide 2 spring sit-on).		OK	Needs Attention	Comments (if any)
1	All structures and frameworks should be checked to ensure there is not bending, warping, cracking, loosening or breaking.	✓		
2	Platforms should be free from trip hazards and protruding bolts.	✓		
3	Fixed items of equipment should be checked to ensure parts are not bent, broken, loosened, worn, or missing.	✓		
4	There should be no sharp points or protrusions.	✓		
5	Welds should not be damaged or corroded.	✓		
6	Access points should be checked to ensure there are no missing or broken runs and steps or treads are not loose.	✓		
7	Exposed mechanisms and moving components have no pinch or crush points.	✓		
8	Guards, handrails, or swing barriers are not missing, bent or broken and have no loose components.	✓		
9	All drain holes are clear.	✓		
10	All fastenings are secure.	✓		
11	Swing seats and seats in general are not damaged; do not have sharp corners, insecure fittings, chain wear and have no loose or missing components	U	Chain wear on four-bay	Urgent replacement contact Wicksteed
12	Foundations are not cracked, loose in the ground or corroded at the base.	S	Spray weeds on spring horse & see-saw	Instruct Ted Brown
13	Mechanical devices and other moving parts have no worn bearings, are not seized or have excessive or unduly noisy motion, have incorrect clearances and/or missing covers.	U	See 11	
14	There is no play in bearings and they are greased/lubricated. If, after adjustment, there is still play in the bearings, they should be replaced immediately. Note – special attention should be given to “sealed for life” parts.	W	Lubrication required on 4-bay	Do at same time as chair replacement
15	For all types of protective surfacing there should be no trip points, areas where water will lay, holes or litter.			
16	The surface finish of equipment should be free from rust and other corrosion, cracks, splinters, sharp edges and broken or open joints.	S	Soil required around multi-play unit	Instruct Ted (see general & additional comments
General/additional comments (if any): - In the summer will need a lorry load of top soil to fill in area between ten shelter and multi play equipment. Diary forward to June 2006 for agenda				

Community Hall

Area	Check	OK	Needs Attention	Comments (if any)
Pavilion				
Tables	Condition	OK.		
Chairs	Condition	OK.		
Corner seat unit	Condition			Dirty.
Blinds	Condition	OK.		
Clock	Condition	OK.		
Main Hall				
2 Benches	Condition	OK.		
Badminton posts *	Condition	OK.		
Badminton net	Condition	OK.		
Sports floor	Condition	OK.		Apart from markings on floor.
Floor markings **	Condition	OK.		
External toilets	Condition	OK.		
Internal toilets	Condition	OK.		
Showers	Condition	OK.		
Kitchen	Condition			
First Aid box	Contents: Are they out-of-date or damaged. Are there any items missing.	OK.		
Fire exit signs		OK.		
Fire extinguishers		OK.		
General/additional comments (if any): -				

9 Correspondence received

a) Hertfordshire Highways: Watton-at-Stone traffic study

Mr. Stock read out the following letter dated 13th January from Ashley Hall (Project Engineer, Hertfordshire Highways).

‘Hertfordshire Highways are currently undertaking a traffic movement feasibility study within Watton-at-Stone. This study concentrates on several traffic issues such as parking issues, rat running, speeding, locating a suitable pedestrian crossing point, as well as general traffic issues around Station Road and the High Street.

I would like to invite you to forward any comments or suggestions that you would like to see investigated, as part of the study of improving the current traffic situation.

In order that I may progress with the investigations, it would be appreciated if you would respond by Friday 3rd February 2006.

If you have any questions or queries regarding this scheme, please do not hesitate to further contact me on the above number or e-mail address.’

Because of the short timescale involved, Mr. Poulton asked Mr. Stock to reply to this letter, which he did. The following letter was sent to Hertfordshire Highways on 24th January.

‘The Parish Council takes this opportunity to draw your attention to the following problem areas that have been the cause of great concern to us and many of our parishioners for a long time.

1) Station Road

We have two main problems here, namely speeding traffic and visibility. Both of these problems have resulted in us receiving numerous complaints from our parishioners, and much correspondence between ourselves and the local authority over an extensive period.

This very busy road is crossed by a large number of children on their way to and from the local infant/junior school and playarea/sportsfield. In the main, children and other pedestrians cross Station Road at the following three points.

- The Station Road/High Street junction. This crossing point is adjacent to the mini roundabout and can be hazardous due to the speed at which some traffic enters Station Road from the South. The small extension to the footpath on the Southern side of Station Road does offer a degree of safety when attempting to cross the road.
- The entrance to Rectory Lane and the footpath directly opposite on the other side of Station Road. This busy crossing-point is on a bend and has problems involving traffic and pedestrian visibility.
- The Station Road/Hazeldell junction. This very busy crossing-point is hazardous because of the speed and volume of the traffic along Station Road and the volume of traffic to and from Hazeldell at school/peak times.

The problem of visibility is common to all three of these crossing points because they are not obvious to the drivers using Station Road.

We have spent an inordinate amount of time and effort trying to achieve a solution to the problems associated with these crossing points. We now suggest that, in the absence of any traffic-calming measures, the installation of a pedestrian crossing in Station Road would go a long way towards improving the current situation.

2) The High Street

Again, the main problems here are speeding traffic and visibility.

The High Street carries a high volume of traffic. At peak times of the day, a significant amount of none-local traffic uses the High Street (North and South) to gain access to Station Road (and thus the A1 etc. via Datchworth) and/or as a rat-run to avoid any problems on the by-pass. Much of this traffic tends to travel at speed through the High Street, e.g. because the road is being used as a rat-run or because drivers want to pass a string of parked cars before those in the opposite direction get a chance to do so.

(Parked cars cause a significant reduction in the width of the High Street between Station Road and Rivershill. So, to avoid damage to their vehicles, a number of owners tend to park partly on the pavement and, in some cases, cause an obstruction to pedestrians, prams and wheelchairs.)

Crossing the High Street in the area of the local shops and Post Office can be very hazardous for pedestrians; the elderly in particular. Again, this is due to the speed/volume of traffic and visibility problems in this part of the village. We look forward any proposals that will help to resolve this particular long-standing problem.

It is worth noting that although extensive traffic-calming measures have been undertaken at the Northern end of the High Street, the Southern end has not received anything near the same attention.

We hope that this response helps you with your traffic study and are happy to provide any further information you may require.'

Parish Councillors present approved this response to the letter from Hertfordshire Highways.

Mr. Poulton has also written to Hertfordshire Highways to give his comments as a District Councillor.

b) East Herts Council: East Herts Rural Parish Conference 2006

East Herts Council is holding its 2006 East Herts Rural Conference on Friday 24th February and invite Parish Councillors who are interested in attending. Any Parish Councillor wishing to attend should contact the Clerk.

Action: Parish Councillors

c) East Herts Council: Litter-picking contract

East Herts Council wrote on 17th January enclosing the litter-picking agreement for Watton-at-Stone which needed to be signed and returned by 31st January. This has been done and a request has been made for the following equipment.

- 2 medium-size high-visibility jackets
- 1 sharps container
- 2 medium-size pairs of gloves

d) Letter from Sports & Social Club

Mr. Meischke read out the following letter (dated 3rd February) sent to him as Vice-chairman of the Parish Council from Ian Knight in his capacity as Secretary of the Watton-at-Stone Sports and Social Club.

'1-3 Mill Lane – Planning Gain

The Sports and Social Club has been advised that the applicant seeking planning consent for the redevelopment of 1-3 Mill Lane, Watton at Stone has indicated a willingness to make a substantial contribution (of the order of £30,000) towards the cost of the Watton Football Development Centre as part of the Section 106 requirements for the Mill Lane scheme.

As you are aware the Sports and Social Club have promoted the scheme for a number of years and have so far raised £47,000 towards the costs in the last 3 years. A chronic shortage of local sports facilities has been identified in the area and we see such a facility providing a range of sporting activities for Watton at Stone and the surrounding village communities.

The Sports and Social Club requests that the Parish Council makes representations to the local Planning Authority as part of the response to the consultation process in respect of the application and requests that a payment of £30,000 be demanded for the Watton Football Development Centre.

The Parish Council should note that if such a contribution is secured an application could then be made to the Football Foundation to secure grant funding for the balance of the costs of the scheme which are estimated to be of the order of £300,000 and the scheme could commence within the next 18 months.

The contents of the letter was discussed and it was agreed to write to the planning department to inform them that we understand that funds are available and would support a section 106 in favour of the Watton Football Development Centre fund.

Mr. Knight to draft a letter for comment and approval by all members of the Parish Council.

Action: I. Knight

10 Reports from other Organisations

- **River Beane Restoration Association**

Mr. Knight said that we are currently experiencing the 2nd driest period since records began.

The River Beane Restoration Association is in contact with our local MP about a water strategy for this area. The area is over subscribed with no water available for further housing development.

One possibility to improve the water situation would be for sewage to be pumped locally. Currently it is pumped out of our area and therefore we do not get back any of the water extracted.

11 Items for Parish News

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

- Parish Council Meetings for the year 2006/07
- Volunteers Week—June 2006

Mr. Filer to write the article accordingly.

Action: D. Filer

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques required

Ted Brown	32 hours litterpicking	182.00
Boardmans photocopying	Charges to 31.12.05	1.69
EHC	Annual playground inspection	58.16
HCC	Lighting maintenance charges from 1/10/ - 31/12/05	217.86
HCC	Lighting energy charges from 1/10/ - 31/12/05	118.92
J. Allsop	Stamps £30, phone £25	55.00
J. Allsop	February salary	545.01
		<u>1178.64</u>

Cheques received

Sports and Social Club	Quarterly hire charge	258.75
		<u>258.75</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Jim Keen – Main Hall	80.00	Lock Stock & Barrell - 6 keys	9.98
Floodlighting to 11.01.2006	160.00	VAT book	4.49
Gill Gilbey – Main Hall hire	30.00	Banked	<u>303.83</u>
John Murphy – Main Hall	<u>24.00</u>		<u>318.30</u>
	<u>294.00</u>		

Cheques required

Rosemary Brown	17 hours cleaning	102.00
Gary Smith	Window cleaning	56.00
Lock Stock & Barrell	Repair and replace toilet locks	<u>181.80</u>
		<u>339.80</u>

Cheques received

Dave Boddy	Main Hall and Pavilion hire	351.00
Badminton Club	Main Hall hire	216.00
Liz Welch	Main Hall hire	64.80
Liz Welch	Main Hall hire	113.40
Louisa Bailey	Main Hall hire	135.00
Sports and Social Club	Quarterly hire charge	<u>258.75</u>
		<u>1138.95</u>

Mr. Knight proposed that the Parish Council approve the above payments, Mr. Smith seconded the motion, and all present were in favour.

- **Computer anti-virus software**

The Norton anti-virus software on the Parish Council computer runs out tonight. The Clerk was given authority to renew the software on-line, however because she did not do this immediately, the special offer expired. Mr. Meischke said that Michael Jackson (a local computer expert who we consulted re the purchase of the Parish Council's current computer) advised him to use Avast anti-virus software, which is downloadable free off the internet.

After discussion, it was agreed to speak to Michael Jackson about anti-virus software for the Parish Council computer.

Action: J. Meischke

The Clerk to act on Michael Jackson's advise.

- **The meeting closed at 2026.**
- **The date for the next Parish Council meeting is Wednesday 8th March 2006.**