

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 12<sup>th</sup> July 2006**

Present:	Mr. N. Poulton (Chairman)	Mr. J. Meischke (Vice-Chairman)
	Mrs. C. Dinnin	Mr. V. Dunhill
	Mr. D. Filer	Mr. I. Knight
	Mr. M. Smith	Mr. D. Stock
	Mrs. H. McCash	The Clerk (Mrs. J. Allsop)
Public:	Brian Andrews (left at 2015)	Alfred Staines (left at 2015)

**1 Apologies for absence**

Apologies were received from Mr. Clark.

**2 Public Participation**

None.

**3 Declaration of Interests**

None.

**4 Chairman's/Clerk's Report**

Mr. Poulton said that he had four additional urgent items.

- Community Awards nomination
- Letter from PC Paul Scott re speeding motor vehicles
- War Memorial and High Street flowerbed maintenance and leaf-picking duties
- Ferreting

These items to be reported on under 9, Correspondence received - Additional Correspondence (on page 8 of these minutes).

**5 Minutes of the last meeting**

**a) Acceptance**

- **Minutes of the Parish Council meeting held on 14<sup>th</sup> June 2006**

The following amendment was made to the minutes of the Parish Council meeting held on 14<sup>th</sup> June 2006.

- Page 7 item 10 Reports from other Organisations – Watton-at-Stone Neighbourhood Watch  
‘The Watton-at-Stone Neighbourhood Watch will be meeting on 22<sup>nd</sup> June in the Memorial Hall.’  
Should read

‘The Watton-at-Stone Neighbourhood Watch will be meeting on 22<sup>nd</sup> June in the Community Hall.’

Mrs. McCash proposed that the minutes as amended 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**

- **Chase Scout and Guide Group and Watton Primary School re trophy awards:** completed.
- **Arrange for the four floodlighting bulbs to be replaced**  
Refer to item 8 a, Recreation and Amenities Sub-Committee - MPPA (on page 4 of these minutes).
- **Reinstate cross-bar rail on Watton Green when grass cutting work is complete:** completed.
- **Write to planning department re 14 Hazeldell:** completed.
- **Write to HCC re 2 planning applications at Watton JMI School:** completed.
- **Send Annual Return and documentation to Lubbock Fine:** completed.
- **Give a signed copy of the audited Community Hall accounts to McCash and Hay:** completed.
- **Complete on-line banking forms and send to Alliance and Leicester:** completed.
- **Ask Herts Fire Protection to do the annual fire equipment inspection at the Community Hall:** completed.
- **Inspect top soil and concrete area near teen shelter and multi-play equipment**  
Refer to item 8 b i, Sportsfield report (on page 8 of these minutes).
- **Write to Dr. Norden re Oak tree opposite his property in School Lane**  
Mr. Poulton said that Dr. Norden (10 School Lane) had verbally agreed to pay for the Oak tree to be pollarded this autumn.

The Clerk spoke to Malcolm Amey (Landscape Officer, East Herts Council) today and he agreed to inspect the tree. A letter has also been sent to Mr. Amey formally asking for permission to have the Oak tree pollarded to a height of approximately six metres.

If East Herts Council grants permission to pollard the Oak tree, Herts Tree Care to be asked to submit a quotation for the work required.

**Action: J. Allsop**

- **Prepare a plan of the sportsfield showing the location of all meters, drains, etc.**

Mr. Dunhill said that this is in progress.

**Action: V. Dunhill**

- **Visit the Lammas to discuss additional work required**

Refer to item 8 a, Environment Sub-Committee – The Lammas (on page 4 of these minutes).

- **Supply quotation for additional work on the Lammas**

Refer to item 8 a, Environment Sub-Committee – The Lammas (on page 4 of these minutes).

- **Submit grant-applications to LEAF & the Countryside Management Service for work on Lammas**

Refer to item 8 a, Environment Sub-Committee – The Lammas (on page 4 of these minutes).

- **Write to Danny Kyan (Hertfordshire Highways) re gas-pipe replacement work in Hazeldell**

Refer to item 9 d, Correspondence received - Hertfordshire Highways – work by Transco, Skanska-McNicholas in Hazeldell (on page 7 of these minutes).

- **Return questionnaire on proposals to merge police forces:** completed.

- **Write to Martin Tipper (Cricket Club) re purchase of an electronic scoreboard:** completed.

- **Return completed questionnaire re East Herts Council planning information event:** completed.

- **Write Parish News insert:** completed.

### c) Action points outstanding for more than two months

- **Chase Raj Goutam re overgrown shrubbery near the Walkern Road bridge**

Mr. Knight said that he had spoken to Raj Goutam who informed him that this matter had now been passed to Ian Bishop (Area Engineer, Hertfordshire).

Mr. Knight to e-mail Ian Bishop asking him to arrange for the overgrown shrubbery to be cut back without further delay.

**Action: I. Knight**

- **Chase Hertfordshire Highways re ‘Clappers Lane’ pot holes**

Mr. Filer said that some, but not all, of the pot holes had been filled.

The Clerk to report the potholes again.

**Action: J. Allsop**

- **Obtain a copy of the Railway Emergency Plan for the Parish Council**

Mrs. McCash said that she had been unable to obtain a copy of the plan held at the doctors’ surgery.

Refer to item 7 b, Specific items -Major Incident Emergency Plan- Parish Council's Role (on page 3 of these minutes).

- **Obtain cost of a movable boot-bath to be used by the footballers**

Refer to item 8 a, Recreation and Amenities Sub-Committee - Boot-bath/scraper (on page 4 of these minutes).

- **Arrange for 2005/06 minutes to be bound in book form:** Still outstanding.

**Action: J. Allsop**

## 6 Planning

### a) Applications

None.

### b) Decisions

#### i) 101 High Street

Removal of existing rear (north-east elevation) window and door, replacement with a pair of glazed doors and making good painted weatherboarding to rear garden room; sub-division of existing boiler room to form new toilet and shower room

- East Herts Council permission granted

#### ii) Ballacrain, Walkern Road

Demolish existing extension. Construct 2-storey (part) side extension

- East Herts Council permission granted

#### iii) 14 Hazeldell, Watton-at-Stone

Demolish rear conservatory and construct new front and rear ground extension

- East Herts Council permission refused

## 7 Specific items

### a) Awarding of the Good Citizenship trophy and the Cup for Outstanding Effort

Mr. Poulton said that these trophies were awarded during the Community Hall service on Sunday 2<sup>nd</sup> July) as follows.

- The Watton-at-Stone Parish Council Good Citizenship Award was presented to Cameron Landels. This award is to a Year 6 child (aged 11 years) who, in the opinion of the staff, has been the best citizen during their whole time at the School.
- The Watton-at-Stone Parish Council Outstanding Effort Award was presented to Jeremy Bateman. This award is to a member of the Watton-at-Stone Scout and Guide Beaver or Rainbow group (ages 5 to 8 years).

Keep-sake trophies were presented to the children with the awards.

### b) Major Incident Emergency Plan - Parish Council's Role

Mr. Poulton said that Mrs. McCash had volunteered to prepare a Major Incident Emergency Plan for Watton-at-Stone.

Mrs. McCash reported that she had already obtained copies of East Herts Council and the Railway's emergency plans.

This item to be placed on the agenda for the Parish Council meeting to be held on 13<sup>th</sup> December 2006.

**Agenda: 12/06**

### c) E-mailing agenda and minutes to Parish Councillors

It was agreed that the Clerk can now issue all agendas and minutes via e-mail.

## 8 Reports

### a) Sub-Committees

#### Budget & Finance

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

- **External audit of Parish Council accounts by Lubbock and Fine**  
The following paperwork was sent to Lubbock Fine on 26<sup>th</sup> June.
  - Completed Annual Return.
  - The financial year-end bank reconciliation.
  - An explanation of variances greater than 15% between the year to 31st March 2006 and the previous year.
- **Audit of Community Hall accounts by McCash and Hay**  
All Parish Councillors had been given a signed copy of the revised-format accounts for the Community Hall as issued by McCash and Hay.
- **Quarterly statement of accounts for the Parish Council and Community Hall**  
Mr. Filer went through the expenditure and income items for both the Parish Council and Community Hall accounts. He explained that the first-quarter accounts are not a good reflection of 25% of the year's income and expenditure. For example, the Precept is paid twice a year, representing 50% of the total income and seasonal expenditure items such as grass cutting do not occur during the winter months.

#### Community Hall Trustees

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

- **Report on meeting held on 11<sup>th</sup> July 2006**
  - **Roof repairs**  
The broken tiles on the Community Hall roof have been replaced. Due to recent vandalism additional tiles needed replacing. The gutters have been cleared of debris. Items removed included a shoe and a bottle was stuck in the down-pipe.
  - **Broken windows and outside toilet-door to the gents**  
During a recent spate of vandalism (which was reported to the police), five windows in the Parish Council room (facing the School Lane) were broken and the gents-toilet-door was kicked-in. Stevenage Glass will be fitting the replacement panes of glass during the week commencing 17<sup>th</sup> July. The damaged door has been repaired by Verleywood Limited (Warrenwood Industrial Estate, Stapleford).
  - **Summer Play Scheme**  
The play scheme-equipment will be delivered to the Community Hall on Tuesday 25<sup>th</sup> July.  
Mr. Meischke and Mr. Knight to meet with the Summer Play Scheme leaders on Friday 28<sup>th</sup> July.

**Action: J. Meischke/ I. Knight**

While the Summer Play Scheme is using the Community Hall facilities, all leaflets on display in the pavilion and main corridor will be stored in the Parish Council meeting room. **Action: N. Poulton**

- **Fire inspection and stolen extinguisher**

The annual fire-inspection has been done by Fire Protection Services. The small fire extinguisher in the changing room corridor disappeared during the same period that the vandalism occurred to the windows. Fire Protection Services has supplied and fitted a replacement extinguisher at a cost of £98.75 plus VAT.

- **Sign for kitchen informing users to take their rubbish away after an event**

It was agreed to have two laminated signs made for the kitchen. The text to be as follows.

‘TO ALL USERS OF  
THE COMMUNITY HALL  
PLEASE ENSURE YOU REMOVE  
ALL YOUR RUBBISH  
BEFORE YOU LEAVE THE PREMISES  
THANK YOU’

**Action: J. Allsop**

## Recreation & Amenities

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

- **MPPA**

Mr. Knight is trying to locate the owner of the cherry-picker who fitted the floodlighting bulbs for free last year. Mr. Smith is also trying to locate someone who can do the work and a quotation is also being sort from Websters.

**Action: I. Knight/M. Smith**

- **Boot-bath/scrapper**

Sketched plans have been prepared for the boot-bath. The next stage is to obtain quotations and confirm that the footballers will actually use a boot-bath.

**Action: I. Knight**

- **Additional Tennis Court**

Jim Smith has given Mr. Knight the modified plans for the tennis court. Mr. Knight is in the process of preparing the application papers for submission to East Herts Council’s planning department. These will require signing by Mr. Poulton, as chairman of the Parish Council.

**Action: I. Knight/ N. Poulton**

- **Trees in sportsfield hedge**

Mr. Poulton said that Clare Lewis (Beeches, School Lane) had asked the Clerk if one of the trees that is growing in the sportsfield hedge should be cut back because it could damage the British Telecom telephone line. The tree in question is not the Oak tree opposite 10 School Lane but the one near the bollards further up the lane. The Clerk sent an e-mail to British Telecom asking them to inspect the tree to ensure that it is not affecting their phone lines.

British Telecom phoned the Clerk and informed her that sometimes branches making contact with the line can cause crackling and that if a customer reported this to British Telecom and it was found to be our tree we would be asked to cut it back. He also said that as long as a tree is strong then British Telecom would not ask someone to cut down or prune a tree just because it is near a phone line.

The Clerk has verbally informed Clare Lewis of British Telecom’s response.

- **Leaking sewer on Sportsfield**

Mr. Poulton said that during the Parish Council meeting in June 2006 it was reported that there had been a raw-sewage leak from the drain on the sportsfield adjacent to the flowerbed. Because there was a lack of cooperation between the residents in the three properties in Rectory Lane who are responsible for the sewer, East Herts Council arranged for the repair work needed and would invoice them accordingly.

Unfortunately there was a new leak from the drain outside the Community Hall and East Herts Council had to come out and clear the problem. There has been no cost to the Parish Council.

## Environment

Mrs. Dinnin reported on the following items concerning the Environment Sub-Committee.

- **The Lammas**

Mrs. Dinnin and Mr. Smith looked at the additional grass-cutting needed and the work had now been done. Mr. Smith said that Blue Bury Contractors had absorbed the cost of the additional work (i.e. there is no additional cost to the Parish Council).

- **Watton Green**

Following the grass cut in June, the tidying up/strimming work on Watton Green has now been done.

- **The Cottage site**

Nothing to report.

**b) Sportsfield**

**i) Report**

Mr. Meischke completed the sportsfield report on the 9<sup>th</sup> July 2006, the result of which is as follows.

- **Sportsfield:**
  - Condition of grass Good but too short? Excessive amounts of cutting.
  - Litter OK.
  - Dog fouling OK.
  - General Re-fix litterbin by Jack Turner memorial seat.
- **Children’s Play Area:**
  - Condition of surface Requires weeding - urgent.
  - 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 Untidy around edges! Trip hazard!
  - General Good.
- **Bike ramps area:**
  - Junior Jump OK.
  - Double Ramp OK.
  - Fun Box OK.
  - General Seat in this area unusable because of stinging nettles.
- **Community Hall:**
  - General Condition (Exterior) Windows, weeds, seep, gutter end-cap, vent covers, toilet door damage.
  - Litterbin OK.
  - Car Park OK.
  - General OK.
- **Multi-Purpose Play Area:**
  - Surface OK.
  - Boundary Fencing Some screws protruding and re-fix to shed rail.
  - Tennis nets OK.
  - Litter OK.
  - General Board on gate damaged. Requires weeding edges inside and outside.
- **Great Innings Play Area:**
  - Equipment Senior swing seats and chains poor.
  - Surfaces Poor.
  - Litter OK.
  - Dog fouling OK.
  - Comments 2 trees missing.
- **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 Good (Church Walk un-passable at Church)
- **Culverts on Mill Lane**
  - Litter and rubbish in and around Culverts ?
  - Dog-fouling OK.
  - Comments Very overgrown (Ivy in bridge brickwork).
- **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 Requires attention, weed and trim.
- **Ornate Village Sign**
  - General Comments Good.
- **Concrete area near the Teen Shelter**
  - The concrete area near the Teen Shelter is breaking up and needs removing.
  - Mr. Smith agreed to quote for removing the concrete and supplying top soil and grass to replace it. He said that his quotation would be based on levelling the cleared area of the allotments at the same time.
  - Action: M. Smith**
- **Weeding and sweeping**
  - Ted Brown was asked to weed around the play area, bike ramps and MPPA and to sweep the paths around the Community Hall. This work has now been done.
- **MPPA gate**
  - Mr. Meischke to obtain a price for replacing the damaged board on the MPPA gate. **Action: J. Meischke**
- **Nettles on Church walk**
  - Mrs. Dinnin to inspect the nettles in Church Walk and arrange for Adam Welch to clear them as necessary. **Action: C. Dinnin**
- ii) **Weekly report and action**
  - There was nothing to report from Ted Brown's weekly inspections.

## 9 Correspondence received

### a) East Herts Council – Summer Playschemes 2006

This item was discussed under 8 a, Community Hall Trustees – Summer Play scheme (on pages 3 and 4 of these minutes).

### b) Brian Andrews – condition of pavements in Watton

Mr. Brian Andrews sent a copy of this letter (dated 25<sup>th</sup> June 2006) to all Parish Councillors and the Clerk. This letter is on file.

Mr. Poulton asked the Clerk to pass a copy of this letter to Raj Goutam (Hertfordshire Highways) on 26<sup>th</sup> June (see response under item below).

### c) Letter from Hertfordshire Highways re condition of pavements in Watton

Mr. Poulton read out the following letter, dated 3<sup>rd</sup> July, from Raj Goutam (Hertfordshire Highways)

‘Thank you for your letter and attached letter from the above dated 26<sup>th</sup> June 2006.

In response to Mr. Andrew's letter my comments are as follows.

- a) Hertfordshire County Council has entered into a partnership contract with two private sector partners and set up Hertfordshire Highways to deliver Hertfordshire's highway services. Annual condition surveys are undertaken across the whole of the adopted highway network and entered into a sophisticated highway asset management system to derive our annual Integrated Works Programme (IWP) of schemes. This approach enables us to optimise the overall condition of the asset in accordance with best value. Additionally, regular safety inspections are carried out across the network and identified or reported hazardous defect are made safe by Hertfordshire Highways rapid response service. Other non-hazardous defects identified are monitored and considered for medium term repairs on a priority basis, under an ongoing programme of general maintenance. Our partnering contractor requirements, with performance assessed through a self certification process backed up by the authority's own comprehensive auditing regime.
- b) My Area Engineer, Ian Bishop, has visited the site and has sent a notice to the owner/occupier of the Grey House to arrange for the trees to be trimmed so as not to cause a danger to the public using the footway. The situation will be monitored so as to ensure compliance. With respect to the angle of the

footway this will require a complete reconstruction of the footway and there are no plans to undertake this a present. Where a puddle does form, this will be assessed during a period of wet weather in order that a solution is investigated.

- c) Following on from the site meeting last year, an order has been raised for the works to be undertaken to provide a dropped kerb and re-site the barriers. However it should be noted that we look to deliver our services consistently on a needs basis across the district, prioritising the service demands to reduce risks to users. This means that safety related measures and general maintenance works to areas of higher utility are given priority. Therefore very often we need to inform stakeholders that for this reason we are not able to deliver all of the other requests that we receive for highway works.
- d) The problem of refuse needs to be addressed to East Herts District Council who will be able to comment on this enquiry.
- e) As you are no doubt aware, Hertfordshire Highways operates a fault reporting service which can be accessed either via the telephone or web. All faults relating to potholes can be reported by telephoning this service on 01438 737320 or by web on [www.hertsdirect.org/highwayfaults](http://www.hertsdirect.org/highwayfaults). I am enclosing for your use a few fault reporting cards which can be distributed at your Parish meeting.

I trust that the above information is helpful and satisfactory to both you and Mr. Andrews.'

The meeting closed and Mr. Andrews was invited to discuss the issues he raised in his letter.

The meeting opened again.

After discussion, Parish Councillors agreed to write again to Hertfordshire Highways as follows.

The Parish Council discussed the contents of your letter of 3<sup>rd</sup> July 2006 at its meeting held on 12<sup>th</sup> July.

Item c: Dropped kerbs and re-siting of Barriers

Mr. Brian Andrews attended the Parish Council meeting on 12<sup>th</sup> July and voiced his concerns about the dropped kerbs and the barrier stating that they were causing extreme distress to users of invalid carriages. On at least two occasions invalid-carriage users had nearly toppled over trying to negotiate the problem barrier.

Could you please make the dropping of the kerbs and re-siting of the barriers in Great Innings high priority items. We ask that you arrange for the work to be done with the utmost urgency and inform us by return the date you anticipate the work to be done.

Item b: Hedge cutting

We note that the hedge at the Grey House has now been cut back and thank you for asking the owners to do this work.

Could you please arrange to contact the occupants/owners of all properties that have trees/hedges overhanging the footpath in the High Street accordingly, in particular the property next to the Grey House going South and from the George and Dragon entrance to the entrance to School Lane.'

**Action: J. Allsop**

#### **d) Hertfordshire Highways – work by Transco, Skanska-McNicholas in Hazeldell**

Mr. Stock said that this letter (dated 21<sup>st</sup> June 2006) from Raj Goutam informed us that our letter of complaint had been passed to the Hertfordshire Highways NRSWA Team who inspect work done by utility companies.

Mr. Stock was very unhappy with the apparent lack of progress on this matter and said that he will contact Hertfordshire Highways and ensure that some action is undertaken by them without further delay.

**Action: D. Stock**

#### **e) Allotment and Gardner's Association**

Mr. Poulton read out an e-mail copy of Mr. Mike Freeman's letter dated 3<sup>rd</sup> July (written on behalf of the Watton-at-Stone Allotment and Garden Association).

##### **'Allotment Matters**

At the last meeting of the Allotment Association, which Nigel Poulton attended, it was agreed that we should submit the following matters for the consideration of the Parish Council at its July meeting:

1. Although Tenancy Agreements are not renewable until September would the Parish Council write as of now to those allotment holders whose plots have lapsed into a condition contravening their Tenancy Agreement. Allotments overgrown with weeds hinder the safe access of other plot holders, are a haven for rabbits and other pests, and cause wind-blown weeds to pollinate other plots.
2. We enclose the bill for the latest cutting work performed by Steve Presland which Nigel advised would be considered subject to the Parish Council's budget.
3. Can the Parish Council please approach Mr. Mike Smith for a quotation for the levelling of the ground previously cleared of nettles, it not being expedient for the Association to approach him direct.

We look forward to receiving your reply.'

The following was agreed.

1. The Parish Council to write to the two allotment holders who are not cultivating their allotments to terminate their tenancy agreement. **Action: N. Poulton**
2. The Parish Council to request of copy of Steve Presland's invoice for work on the allotments and, subject to it being within this year's budget, send a donation to cover the cost. **Action: J. Allsop**
3. Mr. Mike Smith has agreed to provide a quotation for levelling the cleared area of the allotments. **Action: M. Smith**

Mr. Freeman to be notified accordingly.

**Action: J. Allsop**

### Additional Correspondence

- **Community Awards nomination**

The Hertfordshire Police Authority has invited us to nominate either a Police Officer, Police Community Support Office or Special Constable for the Community Safety Award 2006 or the Community Safety Officer of the Year Ward 2006.

Mr. Poulton proposed that the Parish Council nominated PC Andy Woodward for the Community Safety Award 2006 because of his work towards the improvements at the Great Innings play area.

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

**Action: N. Poulton/J. Allsop**

- **Letter from PC Paul Scott re speeding Motor Vehicles**

All Parish Councillors present at the meeting were given a copy of PC Paul Scott's letter dated 18<sup>th</sup> June concerning the threat to safety on our village roads caused by speeding motor vehicles.

Mr. Knight agreed to contact PC Scott re an item for the next Parish News.

**Action: I. Knight**

This item to be placed on the agenda for the Parish Council meeting to be held on 13<sup>th</sup> September.

**Agenda: 09/06**

- **War Memorial and High Street flowerbed maintenance and Leaf picking duties**

Mr. Poulton was sad to report that, for personal reasons, Derek Monk will no longer be able to work for the Parish Council with immediate effect. It was agreed by all Parish Councillors that Derek's work for us in the village had been much appreciated and his future involvement with us will be missed.

It was agreed to write to Adam Welch (Greenwood Tree Care), Ben Storey (Grassroots), Adrian Thompson (A.J.T. Garden Services) asking them to submit their quotation for the work scheduled below by 31<sup>st</sup> July 2006.

#### Leaf Picking

**Areas:**

1. High Street, south from Rivershill to the War Memorial, both sides of the road.
2. Hockerill slope, i.e. the large triangle of grass and adjacent footpaths.
3. High Street outside the Methodist Church, i.e. in the area of the Horse Chestnut tree.
4. High street outside the 'Grey House' i.e., along the boundary of the property.

**When:**

- Once during November, before the Remembrance Day service.
- Once during late February or early March, depending on the weather conditions, etc.

The leaves to be bagged (bags provided) and left, south of the War Memorial, for collection.

#### Flowerbed maintenance

**Areas:**

- a) Flower bed at top of Mill Lane
- b) Flower bed outside Newmans Court
- c) Two Flower beds on the corner of Great Innings and High Street
- d) Flower bed on the corner of High Street, opposite Waggon and Horses
- e) War Memorial garden (including paved and gravelled areas)

**To:**

- cut back shrubs and plants
- brush off footway onto beds
- weed and litterpick

**When:**

Works to be carried out three times a year, during:

- the last week of May
- the last week of July
- the last week of September

On receipt, the Clerk to forward all quotations to Parish Councillors so that they can agree the appointment of a new contractor.

**Action: J. Allsop**

- **Ferretting**  
Wally Pressland has moved to Norfolk and will no longer be doing any ferretting in the village.

## 10 Reports from other Organisations

- **Watton-at-Stone Neighbourhood Watch**  
Mrs. McCash said that the Watton-at-Stone Neighbourhood Watch meeting on 22<sup>nd</sup> June was a success. She has managed to find representatives to cover most parts of the village and ¼ of the village has now been given information packs. However, the police did not expect the Watton-at-Stone Neighbourhood Watch to be such a success and she is now having difficulty in obtaining further information packs for the rest of the village.

## 11 Items for Parish News

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

- Parish Council awards.  
Mr. Filer to write the entry accordingly.

**Action: D. Filer**

## 12 Accounts

### Watton-at-Stone Parish Council

#### Petty Cash

##### Receipts

None

##### Payments

Recorded delivery postage

1.17

1.17

#### Cheques required

Cornhill Insurance	Additional premium re cover o 2 interpretation boards	19.46
BSWW Parish News	Photocopying and delivery of Annual reports	58.43
J. Allsop	Concord Trophy engraving & two keep-sake trophies	44.98
D. R. Monk	Memorial Garden and flowerbed maintenance	110.00
Blue Bury Contractors	Grass cutting on Watton Green & the Lammas	558.13
Ted Brown	22 hours litterpicking	143.00
Frank Cooper and son	Sportsfield grass cutting	211.50
Post Office Limited	H M Customs & Excise – Tax and NI	179.28
J. Allsop	July salary	559.05
J. Allsop	Phone charges to 03.07.06	25.00
		<u>1908.83</u>

#### Cheques received

Sports and Social Club	¼ year rent	275.00
H M Customs & Excise	Tax rebate for submitting annual return on-line	<u>250.00</u>
		<u>525.00</u>

### Watton-at-Stone Community Hall

#### Petty Cash

##### Receipts

Lisa Heald – Main Hall and Pavilion hire

39.00

##### Payments

Banked

242.00

Floodlighting to 22/07/06

70.00

242.00

109.00

#### Cheques required

John Phillips	Opening toilets from 01.05.06 – 30.05.06	30.00
Fire Protection Services	Annual safety inspection + one new extinguisher	179.48
John Phillips	Opening toilets 31.05.06 – 30.06.06	31.00
Rosemary Brown	18 hours cleaning at the Community Hall	108.00
British Gas	Gas supply	<u>211.48</u>
		<u>559.96</u>

#### Cheques received

Sports and Social Club	¼ year rent	275.00
Allotment & Garden Assoc	Pavilion hire	10.50
Tennis Club	Pavilion hire	31.50
Watton-at-Stone Parish Council	½ year grant	<u>2250.00</u>
		<u>2567.00</u>

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

- **The meeting closed at 2035.**
- **The date for the next Parish Council meeting is Wednesday 13<sup>th</sup> September 2006.**