

Minutes of the meeting of the Wotton-at-Stone Parish Council held in the Community Hall on Tuesday 18th November 2008

Present:	Mr. J. Meischke (Vice-Chairman)	Mrs. C. Dinnin
	Mr. I. Harris	Mr. I. Knight
	Mrs. M. McCash	Mr. D. Stock
	Mr. M. Smith	The Clerk (Mrs. J. Allsop)
Public	Mr. S. Moncur-Byrne	

1 Apologies for absence

Apologies for absence were received from Mr. N. Poulton, Mr. D. Filer and Mr. Clark.

2 Public Participation

This item to be taken after 5 a, Minutes of last meeting – Acceptance.

3 Declaration of Interests

Mr. Smith declared a prejudicial interest in items 6 a i and 6 a ii – Planning applications - 2 old School Orchard. Mr. Smith is a friend of the applicant.

Mr. Meischke declared a personal interest in 6 a i and 6 a ii – Planning applications - 2 old School Orchard. Mr. Meischke does business with the applicant.

4 Chairman's/Clerk's Report

- **Benington Wind Farm**

Mr. Harris reported that the East Herts Council planning committee will not be meeting to discuss the Benington Wind Farm planning application until sometime in the New Year (2009).

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 21st October 2008**

The following amendment was made to the minutes of the meeting.

Page 9 item 11, Reports from other Organisations - Wotton-at-Stone Pre-School Playgroup pre school end of first bullet

‘(there is now have a waiting list)’ Should read ‘(there is now a waiting list)’.

Mrs. McCash 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.

- **6 a, Planning - Applications**

- i) **2 Old School Orchard (3/08/1862/FP/JS)**

Replacement dwelling

This item was discussed together with the application below.

- ii) **2 Old School Orchard (3/08/1863/FP/JS)**

Demolition of existing dwelling

Parish Councillors studied the plans for the replacement dwelling at 2 Old School Orchard and compared it with the drawings for the existing dwelling

- **2 Public Participation**

Stephen Moncur-Byrne was invited to talk about his application re 2 Old School Orchard.

Mr. Moncur-Byrne said that his property (2 Old School Orchard) is in poor state of repair and he believes at the end of its useful life. The building has single skinned walls and therefore has a high carbon footprint, is damp and cold. It has a double-valley roof which means there is little roof space for insulation and storage. The existing house has no particular architectural interest. It is a Victorian building that used to be the headmaster's home when the old school was on the site and was cheaply renovated during the 1980s. Although the property lies within the conservation area, it is not a listed building.

Mr. Moncur-Byrne has been in contact with the Jill Stevens (East Herts planning department) to discuss his proposals for a new and better looking property which is more in keeping with the conservation area. Ms. Stevens believes that the property is not beyond repair and the conservation officer has said that there is a policy on the demolition of buildings within the conservation area. Mr. Smith reminded Parish Councillors that he used to live at 3 Old School Orchard, which is part of the old school buildings. He said that very little of the exterior of his old property is the original old school building.

The new dwelling would have a lower carbon footprint and the installation of solar panels that cannot be seen from the front of the property is being considered. Also, it would be more in keeping with the other properties in Old School Orchard, which were built around the 1984 period.

Mr. Moncur-Byrne said that two members of his family had developed asthma since living in the property and their doctor had written a letter to the planners stating that this condition is most likely to have been caused by the dampness of the property.

Five letters supporting the application have been sent by local residents to the East Herts planners.

- Mr. Smith left the meeting while Parish Councillors discussed the application.

After discussion, Mr. Harris proposed that the Parish Council endorse this application. Mrs. McCash seconded the motion and all present were in favour.

Action: J. Allsop

- Mr. Smith returned to the meeting.

b) Review of actions

- **Write to planning department re 2 Perrywood Lane: completed.**
- **Chase Hertfordshire Highways re overgrown hedges adjacent to Watton Primary School**
Refer to item 7 b, Specific items - Overgrown hedges adjacent to Watton Primary School.
- **Meet with Mr. Harris to discuss the licence re land adjacent to Beane Cottage**
Refer to item 7 c, Specific items - Licence re land adjacent to Beane Cottage.
- **Meet with Mr. and Mrs. Taylor re licence for the land adjacent to Beane Cottage**
Refer to item 7 c, Specific items - Licence re land adjacent to Beane Cottage.
- **Give Mr. Poulton copies of the current Gas and Electricity contracts: completed.**
The British Gas contract for the supply of gas comes to an end on 3rd March 2009. It was agreed to give British Gas the 'three months notice to quit', so we can obtain competitive quotations. **Action: J. Allsop**
- **Check bank account to see if the Parish Paths Partnership Grant has been paid: completed.**
The Countryside Management Service has made out a cheque for £1,000, which will be sent to the Parish Council shortly. They will be contacting Mrs. Dinnin about submitting our grant application for next year.
- **Give Mr. Filer any items for inclusion in the 2009/10 budget**
Mr. Meischke reminded Parish Councillors to contact Mr. Filer before 22nd November if they want items included in the 2009/10 budget.
- **Obtain quotations for works in 2009/10: completed.**
All quotations submitted for work during 2009/10 will be discussed at the Budget and Finance Sub-Committee meeting on 1st December.
- **Include strimming work in grass-cutting schedule for Watton Green: completed.**
- **Write to all regular hirers re the need to lock all doors for security reasons: completed.**
The Beane Valley Children's Centre and David Boddy have written objecting to the letter, which they say gives them the impression that they are being accused of not locking the building correctly. Mr. Poulton has written to Beane Valley Children's Centre to assure them that this is not the case and the letter was sent to all regular hirers. Mr. Meischke will talk to David Boddy about his letter of complaint.
- **Ask Ted Brown to clear gully around MPPA: completed.**
- **Contact Frank Cooper and Son re the sportsfield grass cutting: completed.**
- **Add new dog-waste bin at station to the Monthly village-report: completed.**
- **Carry-out 6-monthly check of the MPPA, Play Area on sportsfield and Community Hall equipment**
Refer to item 8 b iv, Reports - 6-monthly check of MPPA, Play Area on sportsfield and Community Hall equipment
- **Place East Herts Council annual playground inspection report on circulation: completed.**
- **Write to East Herts Council re Parish Representative on the Standards Committee: completed.**

c) Action points outstanding for more than two months

None.

6 Planning

a) Applications

- 2 Old School Orchard (3/08/1862/FP/JS)
Replacement dwelling

This item was discussed directly after item 5 a, Minutes of last meeting – acceptance – Minutes of the Parish Council meeting held on 21st October 2008.

ii) 2 Old School Orchard (3/08/1863/FP/JS)

Demolition of existing dwelling

This item was discussed directly after item 5 a, Minutes of last meeting – acceptance – Minutes of the Parish Council meeting held on 21st October 2008.

b) Decisions

i) 6 Lammas Road (3/08/1657/FP/AT)

Rear extension - part single-storey, part two-storey

-East Herts Council Permission granted

7 Specific items

a) Major Incident Emergency Plan

Mrs. McCash said that following consultation with Mr. Poulton, she has decided not to continue to pursue the police for their approval of our draft Major Incident Emergency Plan. The draft plan will now be put on circulation to all Parish Councillors for their comments and approval.

Action: H. McCash

The Major Incident Emergency Plan will then be sent to East Herts Council.

Action: H. McCash

This item to remain on the agenda.

Agenda: 12/08

b) Overgrown hedges adjacent to Watton Primary School

Mr. Meischke reported that Mr. Poulton had sent all Parish Councillors a copy of the e-mails between HCC and Watton Primary School, which confirm that the cutting of the hedge is the responsibility of Watton primary School. It is hoped that the hedge will be cut back soon.

This item to remain on the agenda until the matter is resolved.

Agenda: 12/08

c) Licence re land adjacent to Beane Cottage

Mr. Poulton has shown Mr. and Mrs. Taylor a copy of the preliminary draft licence drawn up by Mr. Harris and they are happy with the basic content of the document.

Mr. Harris agreed to e-mail a copy of the licence to all Parish Councillors.

Action: I. Harris

The Parish Council resolved the execution of the licence, subject to no adverse comments being made by Parish Councillors before 21st November.

Parish Councillors to e-mail any comments concerning the licence re land adjacent to Beane Cottage to Mr. Harris before 21st November.

Action: Parish Councillors

d) Replacement of vandalised dog-waste bin in Mill Lane

Mr. Poulton has spoken to Trevor Waldock (East Herts Council); who hopes that a replacement dog-waste bin may be available free of charge.

8 Reports

a) Sub-Committees

Budget & Finance

In the absence of Mr. Filer, Mr. Meischke reported on the following items.

• **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash

Receipts

Ann Moray – allotment rent

8.00

Payments

Frank Cooper and Son – October grass cutting

45.83

8.00

HCC – envelopes

5.93

51.76

Cheques issued

Ted Brown

28 hours litterpick

203.00

Earl Haig Fund

Poppy donation

65.00

East Herts Council

2008 Playground inspection

56.39

Hertfordshire County Council

Lighting energy charges – 1st July – 30th September

148.70

Hertfordshire County Council

Lighting maintenance charges – 1st July – 30th September

205.11

678.20

Cheques received

Bob and Linda Thurlow

Allotment 2008/09

32.00

Wayne Simpson

Allotment 2008/09

8.00

Julia Donger and Michelle Kelly

Allotment 2008/09

8.00

Thomas Best

Allotment 2008/09

16.00

Ian Falconer

Allotment 2008/09

16.00

Jill Lomas

Allotment 2008/09

16.00

Ann Moray

Allotment 2008/09

8.00

Pat Hawkins

Allotment 2008/09

16.00

Terrance Hankin

Allotment 2008/09

16.00

Sandra Wheeler Allotment 2008/09 8.00
144.00

Watton-at-Stone Community Hall

Petty Cash

Receipts

Floodlighting to 11/11/08	120.00
Westwell Football training – Main	20.00
Mrs. Cobb – Pavilion	21.00
Mrs. Parker – Main Hall and Pavilion	39.00
Jim Keen – Main Hall – Aug and	140.00
Samantha Bond – Main Hall	84.00
Juliette Jamieson – Pavilion	<u>21.00</u>
	<u>445.00</u>

Payments

R. Brown – cleaning 22 nd Sept - 26 th Sept	28.00
R. Brown – cleaning 29 th Sept - 3 rd Oct	<u>35.00</u>
R. Brown – cleaning 6 th - 10 th Oct	42.00
R. Brown – cleaning 13 th Oct - 17 th Oct	<u>42.00</u>
	<u>147.00</u>

Cheques issued

J. Allsop	Laidlaw – cylinder locks for changing rooms	112.35
John Philllips	Toilet opening 3 rd September – 14 th November	<u>73.00</u>
		<u>185.35</u>

Cheques received

Zurich Municipal	Insurance claim for high-level windows	248.00
Watton Dots and Tots	Pavilion hire	126.00
Watton Primary School	Pavilion hire	396.90
Watton Youth Drop Inn	Main Hall and Pavilion hire	336.60
Dave Boddy	Main Hall and Pavilion hire	<u>336.60</u>
Mrs. Wells	Main Hall and Pavilion hire	39.00
Mrs Campbell	Main Hall and Pavilion	<u>39.00</u>
		<u>1522.10</u>

Mrs. McCash proposed that the Parish Council approves the above payments. Mr. Knight seconded the motion and all present were in favour.

• **Date for Budget and Finance Sub-Committee meeting**

The Budget and Finance Sub-Committee will meet on 1st December, at 1930, in the Community Hall to discuss the 21009/10 budget. Mrs. McCash gave her apologies for the meeting.

Community Hall Trustees

Mr. Meischke reported on the following items.

• **Acoustic panels**

The panels have been installed and have improved acoustics in the Main Hall.

• **Pavilion exit doors**

The Pavilion doors will be installed in the next few weeks (weather dependant).

• **Window closure in Main Hall**

RKA Services (UK) Limited, who did the previous repair work to the window closure system in the Main Hall, have repaired the latest fault.

It was agreed that if they do send us an invoice of £50 for the work done, although technically it should be covered under warrantee, we will endorse the payment because additional damage to the mechanism was caused when users tried to open and shut the windows without success.

It was agreed that if the problem occurs again, we should consider installing additional closure systems on both sides of the Main Hall so the mechanism does not have to cope with five windows.

• **Key-holder agreements**

Keys have been issued to the Watton Youth Drop Inn and the Beane Valley Children’s Centre. The Community Hall Trustees have agreed that Watton Dots and Tots can collect a set of Community Hall keys from the Beane Valleys Children’s Centre. All three organisations have signed a copy of the Watton-at-Stone Community Hall Trustees Key-holder agreement.

• **Main Hall floor damage**

Mr. Stock reported that damage to the Main Hall flooring appears to have occurred this morning. A score-line has been made between the store cupboard/toy cupboard and the door to the pavilion.

Recreation & Amenities

Mr. Knight reported on the following items.

• **MPPA – Floodlighting**

Mr. Knight has submitted a grant application to Grass Roots for 100% funding of the replacement floodlighting units.

If we are unsuccessful in obtaining the grant for the replacement floodlighting units, other grants will need to be sought or the replacement will need to be funded from our reserve funds when the present units fail.

- **Additional Football facilities**

There is no progress to report.

- **Football pitch**

- **Pitch usage**

Because of the very wet weather recently, there have been problems on the football pitch which is causing havoc not only on the pitch but also in the changing rooms. The Sports and Social Club has agreed to take a decision on Thursdays as to whether or not play can take place (for any of the three football teams) during the following Saturday and Sunday.

The problem has arisen since Mick Roberts gave up his involvement with the Football Club. Mick used to take charge of whether the pitch was in a fit state to play on or not. Mr. Knight said he had agreed to take on this role and, as Sports and Social Club representative, will do his best to manage the situation.

- **Changing rooms**

The changing rooms were left in a very dirty state by an away team. Large lumps of mud had been thrown at the walls and ceiling. Rosemary Brown had to do an additional 2 hours cleaning to return the changing room to an acceptable condition. The Sports and Social Club will be writing to the Football Association to report the incident.

Mr. Knight said that we are lucky in having three very good Watton Football Mangers and he would be asking them for the names of those who were involved in the incident.

It was agreed to invoice the Sports and Social Club for the additional two hours cleaning (i.e. £14 plus VAT).

Environment

Mrs. Dinnin reported on the following items.

- **Trees in Hazeldell**

The Clerk was informed by Hertfordshire Highways that Raj Goutam and Ian Bishop are currently away and a response to our letter would have to wait for their return. The Clerk to chase. **Action: J. Allsop**
 Mr. Stock wanted to make it clear there was no agreement that Hertfordshire Highways must replace trees. He said that the Parish Council must always strive to ensure that any trees that are removed shall be replaced on a one to one basis. To this end, Mr. Smith suggested that the Parish Council should have a budgetary allowance to fund for replacing trees.

This item to be put on the agenda for the December 2008 Parish Council meeting. **Agenda: 12/08**

- **Lammas**

Mrs. Dinnin said she had been copied on the following e-mail, dated 14th November, from Chris and Maureen Mellish (4 The Beaneside) to Ian Davies (Environment Agency).

It's been 18 months since we last corresponded, and I sincerely hope the manpower situation at the Environment Agency hasn't deteriorated during that passage of time?

This is because I need to ask again for your Agency's help in removing the remainder of the tree which caused the blockage of the River Beane in 2006/2007, as it has finally rotted away and fallen across the river.

The trunk is situated on the Lammas and is touching the bank at no. 4 The Beaneside., Watton-at-Stone, Hertfordshire SG14 3TS.

Re the availability of manpower to help shift this debris, I fervently hope we won't have to wait as long as the 9 months on the previous occasion.

If you need to contact me, please call

Mrs. Dinnin said that the Environment Agency did work on this tree in 2006/2007, however they had informed the Parish Council that all future work would be the responsibility of the riparian owner, which in this case is the Parish Council.

It was agreed that Mrs. Dinnin ask Adam Welch to quote for removing the tree. **Action: C. Dinnin**
 The Clerk to contact Ian Davies to see if the Environment Agency is willing to do the work.

Action: J. Allsop

Mr. Smith said that it is his understanding that when more than a certain amount of water drains into a river from surrounding land, the Environment Agency becomes responsible for keeping that river clear, i.e. tree clearance work. The water run-off in the Watton-at-Stone area into the River Beane more than exceeds this requirement and therefore it should be the Environment Agencies responsibility to clear any fallen trees. The Clerk to seek clarification on this subject.

Action: J. Allsop

b) Routine reports

i) Fire-alarm test

The fire-alarm was tested before the start of the meeting.

ii) Monthly village-report

Mr. Stock Smith completed this report on the 17th November 2008, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Poor. Muddy. To be expected with level of use.
Litter	OK.
Dog fouling	OK.
General	OK for time of year.
- **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	No obvious problems.
- **Bike ramps area:**

Junior Jump	OK. No sign of use.
Double Ramp	OK. No sign of use.
Fun Box	OK. No sign of use.
- **Community Hall:**

General Condition (Exterior)	OK, apart from mud on walls at pitch-end and car-park-side.
Litterbin	OK.
Car Park	OK.
General	Signs missing from external toilet doors. Leak from end gutter (very top car-park side) causing wet wall at ground level (pitch-end).
- **Multi-Purpose Play Area:**

Surface	OK. Some leaf-fall, obviously.
Boundary Fencing)	OK. Some tidy-up work required.
Tennis nets	OK.
Litter	OK.
General	Kicker-boards in need of attention.
- **Great Innings Play Area:**

Equipment	OK.
Surfaces	OK.
Litter	OK.
Dog fouling	OK.
Trees	Damaged/Missing as before.
Comments	Generally a good site.
- **Allotments Area:**

Access	OK, but monitor overhanging trees.
Condition of paths between Allotments	Fair.
Condition of Allotments under cultivation	Range from very good to poor.
Condition of Allotments not under cultivation	Reasonable.
Litter	OK.
Comments	Site as expected for time of year.
- **Culverts on Mill Lane**

Litter and rubbish in and around Culverts	Some, including heap of cut branches (will rot in time).
Dog-fouling	OK.
Comments	Looks very untidy.
- **Salt bins**

Perrywood Lane	Needs a top-up.
Entrance to Great Innings	Needs a top-up (broken lid).
Great Innings South – outside number 93	Needs a top-up.
Station Road	OK.

- Moorymead Close (2) One needs a top-up (and rotting lid) other OK.
- Hazeldell Needs a top-up.
- Footpath 17 OK.
- Beane Road Needs a top-up.
- **Dog-waste bins**
 - Footpath 17 OK.
 - Sportsfield OK.
 - Church Walk OK.
 - Walkern Road Lid missing.
 - Station Road OK.
 - High Street (by Memorial) OK.
 - Great Innings OK.
 - Mill Lane No body (missing) so not in use.
 - Opposite 5 School Lane OK.
- **War Memorial**
 - Comments OK.
- **Ornate Village Sign**
 - Comments OK.
 - Post OK.
- General Comments** Overall, the village appears to be in good shape for time of year.
- **Signs on external toilets**
 - Mr. Meischke to liaise with Mr. Poulton re new signs for the toilets. **Action: J. Meischke/N. Poulton**
- **Blocked gutter**
 - Mr. Smith to see if he can remove the bottle in the high-level down-pipe. **Action: M. Smith**
- **Play area**
 - Mr. Stock suggested that the tree-support that remain in the ground, although the trees have been broken off etc. should be removed. It was agreed to ask East Herts Council to do this and arrange for any dead trees to be removed to avoid further vandalism to the remaining trees. **Action: J. Allsop.**
- **Culverts**
 - Mrs .Dinnin to inspect the culverts and take action if required. **Action: C. Dinnin**
- **Salt bins**
 - The Clerk to write to Hertfordshire Highways asking them to fill the salt bins. **Action: J. Allsop**
- iii) **Weekly sportsfield-report and action**
 - Nothing to report apart from the loss of Mr. Brown’s strimmer.
- iv) **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 24th October, the result of which is as follows.

MPPA				
Area	Check	OK	Needs Attention	Comments (if any)
Hard surface	Is it free of: <ul style="list-style-type: none"> • Holes • Cracks • Litter/debris • Weeds • Moss etc. • Court marking 	OK. OK. OK. OK. OK. OK.		
Kicker boards	Are they: <ul style="list-style-type: none"> • Secure • Graffiti-free • In good condition. Check for: <ul style="list-style-type: none"> • Protruding nails • Protruding screws • Splinters/cracks • Missing nails/screws 	OK. OK. OK. OK.	S	4 posts need re-fixing back onto wooden supports. But see above

	Are the gates free of graffiti, loose/missing nails/screws, cracks and splinters Do the gates open, close and lock	OK. OK.		
Tennis posts	Condition	OK.		
Tennis nets	Condition	OK.		
Flood lights	Are the lamps in contact with the trees Are the lamp posts in good order and free of graffiti	No. OK.		
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	OK. OK.	S S	Top of wire broken down. Needs renewing. Hole needs mending.
Notice board	Is it: • Legible • Free of graffiti • Secure • Free of damage	OK. OK. OK. OK.		
Boundary	Is it: • Free of litter • In need of a cut • Free of problem growth	OK. OK. OK.		
General/additional comments (if any): - .				

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).		Needs Attention	Comments (if any)
1	All structures and frameworks should be checked to ensure there is not bending, warping, cracking, loosening or breaking.	OK.	
2	Platforms should be free from trip hazards and protruding bolts.	OK.	
3	Fixed items of equipment should be checked to ensure parts are not bent, broken, loosened, worn, or missing.	OK.	
4	There should be no sharp points or protrusions.	OK.	
5	Welds should not be damaged or corroded.	OK.	
6	Access points should be checked to ensure there are no missing or broken runs and steps or treads are not loose.	OK.	
7	Exposed mechanisms and moving components have no pinch or crush points.	OK.	
8	Guards, handrails, or swing barriers are not missing, bent or broken and have no loose components.	OK.	
9	All drain holes are clear.	OK.	
10	All fastenings are secure.	OK.	

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	OK.		
12	Foundations are not cracked, loose in the ground or corroded at the base.	OK.		
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.	OK.		
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.	OK.		
15	For all types of protective surfacing there should be no trip points, areas where water will lay, holes or litter.	OK.		
16	The surface finish of equipment should be free from rust and other corrosion, cracks, splinters, sharp edges and broken or open joints.		W	Both swings need painting but not urgent.

Community Hall				
Area	Check	OK	Needs Attention	Comments (if any)
Pavilion				
Tables	Condition	OK.		
Chairs	Condition	OK.		
Corner seat unit	Condition	OK.		
Blinds	Condition	OK.		
Clock	Condition	OK.		
Main Hall				
2 Benches	Condition	OK.		
Badminton posts *	Condition	OK.		
Badminton net	Condition	OK.		
Sports floor	Condition	OK.		
Floor markings **	Condition	OK.		
External toilets	Condition	OK.		
Internal toilets	Condition	OK.		
Showers	Condition	OK.		
Kitchen	Condition	OK.		
First Aid box	Contents: Are they out-of-date or damaged. Are there any items missing.	OK.		Up to date.
Fire exit signs		OK.		
Fire extinguishers		OK.		
General/additional comments (if any):				
Budget 2009/2010. - Painting doors in main corridor, new external door leading to car park. Two new notice boards for each main changing room.				

9 Correspondence received

a) River Beane Restoration Association – River Beane environmental improvements

Mr. Meischke said we are in receipt of a letter dated 17th September (which went missing on circulation) from the River Beane Restoration Association to Barbara Follett. A copy of this letter is attached to these minutes.

See attach

Mr. Knight said that Barbara Follett had replied to this letter and the River Beane Restoration Association will be forwarding a copy to the Parish Council shortly.

b) East Herts Council – Standards Committee - Parish Representatives

Mr. Meischke said that East Herts Council had written (letter dated 11th November) inviting the Parish Council to vote for one of four nominees put forward for the Standards Board Committee, namely, Elaine Hunter (Little Berkhamsted Parish Council), Jeff Jones (Buckland and Chipping Parish Council), Colin Marks (Standon Parish Council) and Martin Nash (Herford Heath Parish Council).

Parish Councillors agreed that because they did not know any of the nominees, they would not be submitting their vote to East Herts Council.

c) Reason for Community Development Agency for Herts not attending the meeting on 11th November 2008

Mr. Meischke read out the following e-mail from Herbert Dzapata of the Community Development Agency for Herts.

‘I’m sorry I did not make your meeting on the 11th of November. I had a number of dates that had a TBC (to be confirmed) note on them and unfortunately I had not diarized the changes, user error I’m afraid. Please accept my apologies and extend them to the parish council as I ended up in Letchworth at another meeting. I spoke to Councillor Nigel Poulton on Friday night about the mix up and also note that Kate Belinis has also sent apologies on the same issue.’

10 Village organisations

- **Watton Youth Drop Inn:** Nothing to report.
 - **Watton-at-Stone School Governors:** Nothing to report.
 - **Watton-at-Stone Neighbourhood Watch**
Mrs. McCash said that the police had been successful in an arrest for the theft to a post office van in Watton-at-Stone. Two members of the public witnessed the incident and the police were then able to apprehend the culprits on the M25 and recover the stolen goods.
 - **Watton-at-Stone Allotment and Garden Association:**
The meeting was closed at 2027 to allow an informal discussion to take place about the allotments and how they are managed.
The meeting opened again at 2040.
The subject of the allotment management is to be discussed during the December Parish Council meeting.
- Agenda: 12/08**
- **Watton-at-Stone Memorial Hall Management Committee**
At its AGM on 25th November, Mrs. McCash was elected as Chairperson of the Watton-at-Stone Memorial Hall Management Committee.
 - **Watton-at-Stone Pre-School Playgroup**
Mrs. Dinnin reported that the Pre-School Playgroup is holding a Winter Warmer on Sunday 7th December at Watton-at-Stone Primary School.
 - **Watton-at-Stone Scout & Guide Group**
Mr. Stock and Mr. Harris are unable to attend the Scout and Guide Group meeting on 19th November.
 - **Watton-at-Stone Sports & Social Club:** Nothing to report.
 - **Police Authority:** Nothing to report.
 - **River Beane Restoration Association:** Nothing to report.
Refer to item 9 a, Correspondence received - River Beane Restoration Association - River Beane environmental improvements.

11 Items for Parish News

No items were identified for inclusion in the December 2008 issue of the Parish News.

- **The meeting closed at 2043.**
- **The date for the next Parish Council meeting is Tuesday 18th December 2008.**