

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 16th December 2008

Present:	Mr. N. Poulton (Chairman)	Mr. C. Clark
	Mrs. C. Dinnin	Mr. D. Filer
	Mr. I. Harris	Mr. I. Knight
	Mrs. M. McCash	Mr. D. Stock
	Mr. M. Smith	The Clerk (Mrs. J. Allsop)

1 Apologies for absence

Apologies for absence were received from Mr. Meischke.

2 Public Participation

None.

3 Declaration of Interests

Mr. Smith declared a prejudicial interest in item 8 a, Budget and Finance Sub-Committee - Discussion of recommendations from Budget and Finance Sub-Committee meeting held on 1st December 2008.

4 Chairman's/Clerk's Report

- **NHS - Lister Hospital – Pre-planning application consultation on Monday 15th and Sunday 21st December 2009**

Mr. Poulton read out the following notice.

‘The Lister is changing, with major developments planned for the next few years that will result in it becoming the major acute hospital for East and North Hertfordshire. Early in 2009, we’ll be submitting an outline planning application to Stevenage Borough Council. Part of the process is supporting local people to have their say on what’s planned. While we want to raise awareness of our proposals, we’re just as interested in getting feedback too – which we’ll use to amend the final planning application where we can.

Details of the proposals will be on display at the Lister during December, including opportunities to:

- View displays of proposed developments
- Ask your questions of the project team
- Influence final outline planning applications.’

Mrs. McCash will be attending the display.

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 18th November 2008**

Page 7 item 8 b, Monthly village-report – 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.’

Should read:

‘Mr. Stock suggested that the tree-supports that remain in the ground, although the trees have been broken off etc. should be removed.’

Page 3, item 7 a, Specific items - Major Incident Emergency Plan

‘The draft plan will now be put on circulation to all Parish Councillors for their comments and approval.’

Should read:

‘The draft plan will now be put on circulation to all Parish Councillors for their comments and approval after Mrs. McCash and Mr. Poulton have met to discuss its contents.’

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

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

b) Review of actions

- **Write to East Herts Council re planning applications for 2 Old School Orchard: completed.**
- **Cancel gas contract with British Gas**
British Gas has been notified by both e-mail and registered letter, but have not confirmed receipt of either. This item to be placed on the agenda for the next meeting of the Watton-at-Stone Community Hall Trustees. **Agenda: Trustees**
- **Place Major Incident Emergency Plan on circulation**
Refer to item 7 a, Specific items - Major Incident Emergency Plan.

- **Give any comments on Major Incident Emergency Plan to Mrs. McCash**
Refer to item 7 a, Specific items - Major Incident Emergency Plan.
- **Send Major Incident Emergency Plan to East Herts Council following circulation to Parish Councillors**
Refer to item 7 a, Specific items - Major Incident Emergency Plan.
- **E-mail copy of licence re land adjacent to Beane Cottage to all Parish Councillors**
Refer to item 7 c, Specific items - Licence re land adjacent to Beane Cottage.
- **Give Mr. Harris comments on Licence re land adjacent to Beane Cottage**
Refer to item 7 c, Specific items - Licence re land adjacent to Beane Cottage.
- **Chase Raj Goutam for a response to our letter concerning trees in Hazeldell**
Refer to item 8 a, Environment Sub-Committee - Trees in Hazeldell.
- **Ask Adam Welch to quote for removing the tree across the River Beane on the Lammas**
Refer to item 8 a, Environment Sub-Committee - tree across the River Beane on the Lammas.
- **Contact Ian Davies (Environment Agency) re the removal of the tree across the River Beane on the Lammas.**
Refer to item 8 a, Environment Sub-Committee - tree across the River Beane on the Lammas.
Seek Clarification on who is responsible for keeping the River Beane clear (i.e. tree clearance work)
The minutes of the May 2007 Parish Council meeting state the following.

Mr. Knight read out an extract from an e-mail dated 23rd April from Ian Davies to Chris Mellish (of 4 The Beaneside).

‘The Environment Agency do not own any of the river at Watton-at-stone and so have no duty to maintain the river there, the legal obligation to maintain the river rests with the relevant landowners.

We do, however, have discretionary powers to maintain the river under the Water resources Act 1991 sections 169 to 172. It is under these that we do our works.

The Agency has come under increasing pressure on finances and staff levels over the last 18 months and we are now struggling to maintain even mildly urban areas such as yours. It is not inconceivable that we may completely withdraw maintenance from your area in the near future leaving the relevant landowners to undertake all maintenance.’

Parish Councillors agreed that this means the Parish Council has ownership of, and the responsibility for, the river-bank trees on the Lammas side.

Mr. Knight said that the Parish Council should consider putting extra funds in its future budgets for tree work. This was agreed.’

The Clerk to e-mail all Parish Councillors other evidence she has found on the internet to support our responsibility as riparian owners.

Action: J. Allsop

- **Liase with Mr. Poulton re new signs for the toilets**
Stainless steel toilet-signs have been purchased for the external toilets. Mr. Poulton will arrange for these to be fitted.
Action: N. Poulton
- **Try to remove the bottle in the high-level down-pipe at the Community Hall**
Mr. Smith has removed the bottle.
- **Ask East Herts Council to remove any dead trees and tree-supports: completed.**
- **Inspect Mill Lane culverts: outstanding.** **Action: C. Dinnin**
- **Write to Hertfordshire Highways asking them to fill the salt bins: completed.**
Mr. Poulton was pleased to report that Hertfordshire Highways have filled all the salt bins in the village.

c) Action points outstanding for more than two months

None.

6 Planning

a) Applications

i) Tudor Cottage, Whempstead Road, Whempstead (3/08/1978/FP/JS)

Replacement of existing outbuilding

Mr. Clark and Mr. Poulton have studied the plans for this application, which does not affect the neighbouring residents. Mr. Clark said that the application is to replace an existing building with a slighter larger one which cannot be seen from roadside.

Parish Councillors looked at the plans and agreed to write to East Herts Council informing them that they have no comment on the application.

Action: J. Allsop

ii) Land Aadjacnet to 27 and 9 Bramfield Road, Datchworth (3/08/2053/FP/MC)

New gateway into fields

Although the address is in Datchworth, the plans were sent to the Watton-at-Stone Parish Council because part of the land adjacent to 27 and 9 Bramfield Road lies within the parish of Watton-at-Stone.

Parish Councillors looked at the plans and agreed to write to East Herts Council informing them that they have no comment on the application. **Action: J. Allsop**

b) Decisions

i) 2 Perrywood Lane (3/08/1561/FP/SD)

Replacement dwelling (retrospective) following demolition of original bungalow in the green belt
-East Herts Council Permission granted

7 Specific items

a) Major Incident Emergency Plan

Due to Mr. Poulton and then Mrs. McCash being away, they have been unable to meet to review the Major Incident Emergency plan. However, they will be meeting up soon and will then place the plan on circulation to enable Parish Councillors to make their comments. **Action: N. Poulton/H. McCash**

The recent emergency-evacuation at Watton Primary School, due to a gas leak, was discussed by Parish Councillors and concerns were expressed. The evacuation did not go well and some parents were very concerned about the safety of their children. It was suggested by some Parish Councillors that the school should be issued with keys to the Community Hall so they could use the building in an emergency situation. Mr. Poulton said that the Beane Valley Children’s Centre, who have their offices on the Watton Primary School site, already have a set of keys to the Community Hall which the school could use.

Mr. Clark, who takes over as Chairman of the Governors at the beginning of 2009, agreed to inform the Governors about parents concerns and ensure that a proper evacuation plan is put in place.

After discussion, Parish Councillors eventually agreed that it was not their responsibility to arrange or provide evacuation procedures for the School, Glebe Court or any other organisation in the village and cannot dictate how other organisations act in an emergency situation. The Parish Council just needs to make all organisations aware that there is an Emergency Evacuation plan for the village and who should be contacted in the event of a major emergency.

It was agreed to write to Circle Anglia informing them that in an emergency situation the residents of Glebe Court can evacuate to the Community Hall building and give them the names and contact numbers of key-holders. **Action: J. Allsop**

b) Overgrown hedges adjacent to Watton Primary School

Mr. Smith said that the hedge had been cut back.

c) Licence re land adjacent to Beane Cottage

Mr. Poulton read out the following letter dated 9th December from Mr. and Mrs. Taylor of Beane Cottage.

‘Land beside bridge, North of River Beane, Walkern Road

Thank you for the draft copy of an agreement between the Parish Council and ourselves, to the use of the said land and establish to a condition as agreed.

Please find enclosed the plan of the land with Beane Cottage, bridge, Walkern Road and River Beane.

The land edged in red, Beane Cottage and gardens in blue and the proposed fence in green.

Frances and I would like to take this opportunity to donate £200 to the Parish Council fund early in the New Year. The date for the agreement we suggest be dated the 1st February 2009.

We trust this will be sufficient for the next available Parish Council meeting and take this opportunity to thank you for your time regarding our request to the Council.

During its November meeting the Parish Council resolved the execution of the licence, subject to no adverse comments being made by Parish Councillors before 21st November. No such comments were received.

It was agreed that Mr. Poulton should arrange to sign the licence with Mr. and Mrs. Taylor.

Action: N. Poulton

A copy of the signed licence and attached map to be given to all Parish Councillors for retention in their Parish Council Information Packs (red folders).

Action: J. Allsop

The Clerk to ensure that this item is placed on the agenda in 5 years time.

Action: J. Allsop

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

Mr. Poulton said that the bin had been replaced.

e) Allotment management

Mr. Poulton, Mr. Meischke, Mrs. Dinnin and Mrs. McCash will meet soon to discuss the management of the allotments.

f) Village Directory

During the July Parish Council meeting, it was agreed that the Parish Council consider the possibility of expanding the scope of the current Village Directory to include more local people/companies who can serve the parishioners of Whempstead and Watton-at-Stone and a notice to this effect was placed in the Parish News and on the village notice boards. No members of the public contacted the Parish Council regarding this publication.

The Village Directory is now due for updating. The Clerk to e-mail all Parish Councillors a copy of the last version of the Village Directory, dated September 2007 (09/07), for their comments (if any). **Action J. Allsop**

g) Freedom of Information Act – new model publication scheme

The Freedom of Information Act deals with access to official information and gives individuals or organisations the right to request information from any public authority.

All public authorities and companies wholly owned by public authorities have obligations under the Freedom of Information Act. When responding to requests, they have to follow a number of set procedures

The Information Commissioner’s Office (ICO) publishes detailed guidance notes that provide organisations and individuals with all the information they need to know about the Freedom of Information Act.

The Parish Council has been given very short notice that the Information Commissioner’s Office (ICO) has introduced a new model publication scheme which needs to be adopted by all public sector organisations by 1st January 2009.

Mr. Poulton has copied all Parish Councillors with information he has obtained on the new publication and also a document he has drafted titled ‘Information available from Watton-at-Stone Parish Council under the model publication scheme’.

After lengthy discussion, Parish Councillors agreed that they had not been given sufficient time to study the new model code and therefore could not make a judgement on whether to adopt it or not.

It was agreed that this item should be deferred until the Parish Council January 2009 meeting.

Agenda: 01/09

8 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items.

• **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques issued

J. Allsop	November salary	594.94
Ted Brown	32 hours litterpicking	232.00
HM Revenue and Customs	Tax and NI	126.73
Greenwood Tree Care	Strimming, mowing and leaf clearance work	1160.00
J. Allsop	December salary	594.94
Greenwood Tree Care	Tree work on Lammas	<u>240.00</u>
		<u>2948.61</u>

Cheques received

Richard Aston	Allotment 2008/09	8.00
Sports and Social Club	Hire of sportsfield facilities	<u>300.00</u>
		<u>308.00</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Floodlighting to 01/12/08	172.00	Payments	
Westwell Football training – Main	10.00	Viking Signs – 2 toilet signs	19.17
John Murphy – Main Hall	12.00	Get well card	1.45
Lisa Harrick – Pavilion and Main	39.00	2009 Diary	<u>1.99</u>
Samantha Bond – Main Hall	96.00		<u>22.61</u>
Hire of tables by Datchworth Hall	<u>5.00</u>		
	<u>334.00</u>		

Cheques issued

B. Thompson	8.5 hours cleaning	59.50
BSWW Parish News	Community Hall advert in Parish News	110.00
James Turner	Boiler servicing	227.70
B. Thompson	6 hours cleaning	<u>42.00</u>
		<u>439.20</u>
Cheques received		
East Herts Council	Grant towards acoustic panels	<u>1265.00</u>
		<u>1265.00</u>

Mr. Filer proposed that the Parish Council approves the above payments. Mr. Smith seconded the motion and all present were in favour.

• **Approval of minutes of meeting held on 1st December 2008**

Mrs. Dinnin proposed that the minutes of the Budget and Finance Sub-Committee meeting as amended be accepted and signed by the Chairman as a true record. Mr. Smith seconded the motion and all present at that meeting were in favour.

• **Discussion of recommendations from Budget and Finance Sub-Committee meeting held on 1st December 2008**

Prior to the meeting, all Parish Councillors were given a copy of the draft budget-figures for 2009/2010. Mr. Filer said that he and the Clerk had reviewed each item and compared the figures with those already spent this year and in previous years. A similar process was then repeated at the Budget & Finance Sub-Committee meeting held on the 1st December and alterations made where necessary.

Mr. Filer proposed that the following recommendations made by the Budget & Finance Sub-Committee be agreed.

- Community Hall hourly-rates remain the same as they are now.
- The Sports and Social Club hire-charge to be increased from £2,400 to £2,500.
- The allotment rent increases from £16 to £18 per full allotment and £8 to £9 for one half of an allotment from 1st October 2009.
- Frank Cooper and Son Limited's quotation of £41 per cut, to gang-mow the sportsfield grass only be accepted.
- Ted Brown's verbal quotations of £70 and £30 per cut for strimming and mowing works and £60 for pruning the Community Hall garden once a year be accepted
- Blue Bury Contractors quotation of £1010 for grass cutting work on the Lammas and Watton Green be accepted.
- Adam Welch's quotation for a three-year contract at £7,900 for leaf clearance, flowerbed maintenance and grass cutting be accepted.

When accepting this quotation a clause to be added stating that the Parish Council has the right to terminate the contract should any of the work be unsatisfactory.

Mrs. Dinnin seconded the recommendations and all present were in favour.

The Clerk to write to all contractors and the Sports and Social Club accordingly. **Action: J. Allsop**

• **Employees and self-employed remuneration**

The following self-employed remuneration was agreed.

- Ted Brown's pay to be increased from £7.25 to £7.60 per hour.
- Rosemary Brown and Brian Thompson's pay to be increased from £7.00 to £7.30 per hour.
- The Clerk's remuneration to be discussed at later date. Mr. Filer said that information is not yet available from NALC for hourly rates for part-time parish council clerks. However, sufficient funds have been put in the 2009/10 to cover any increase.

• **Precept 2008/2009**

Mr. Filer proposed that the Parish Council agrees a Precept of £29,035 and that the Precept forms be duly completed and returned to East Herts Council. Mr. Knight seconded the motion and all present were in favour. **Action: J. Allsop**

• **Parish Council website**

It was agreed to ask Peter Allsop to submit his invoice for work done to date on the new Parish Council website. **Action: J. Allsop**

• **Community Hall cleaning**

Rosemary Brown has been unwell and at one stage felt she was not able to continue her cleaning duties at the Community Hall. Mr. Meischke asked Brian Thompson to fill in while Rosemary was absent from work. Following discussions with Rosemary and Brian they have agreed to job share the cleaning at the Community Hall. Brian will do the Monday cleaning, which involves the majority of the dirty/heavy work in the changing rooms, outside footpaths and cleaning of the external toilets. Further discussions with Rosemary and Brian will take place to decide who will do the remaining work. However, due to the

increase in hirings at the Community Hall the hours will be increased from 6 hours to 9 hours per week. The cleaning labour-costs for 2008/09 will therefore go over budget, but this is compensated for by the increase in revenue received from hirers. Mr. Filer said that there are sufficient funds in the 2009/10 budget to allow for the increase in cleaning hours.

Mr. Meischke and Mr. Poulton have prepared a cleaning schedule and this will be made available to councillors for the January meeting.

Action: N. Poulton/J. Meischke

- **SLCC membership renewal**

The SLCC membership renewal is £105.

It was agreed to renew the membership, which 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 fee would be in the region of a thousand pounds.

The Clerk to act accordingly.

Action: J. Allsop

- **Parish Council computer**

Mr. Poulton said that the Clerk had suggested that if there was grant-funding available, the Parish Council should purchase a laptop computer for taking minutes etc. He said that unfortunately he could not find any grant funding at the moment. However, he thought that it was essential to speed-up the issuing of minutes and to this end the Parish Council should purchase a laptop computer.

After discussion, Mr. Harris proposed that the Parish Council purchases a laptop computer before its January meeting and a figure of £500, excluding VAT, was agreed. Mrs. Dinnin seconded the motion and all present were in favour.

Action: J. Allsop

Community Hall Trustees

Mr. Poulton reported on the following items.

- **Pavilion exit-doors**

One of the new Pavilion exit-doors has been fitted by Brian Bunyan and the second one is due to be fitted on Friday 19th December.

- **Request from Cricket Club for Memorial bell**

Rob Clayton has spoken and subsequently e-mailed Mr. Poulton as follows.

‘As discussed, I am enclosing a picture of a 6-inch Ship Bell that after discussion with Cled, the Cricket Club are proposing to purchase in Memory of Ann Fursland and seek permission to have it mounted on the wall with the picture montage for use during the cricket seas as a tea bell. I look forwards to hearing from you in due course.’

Mr. Poulton proposed that the Parish Council agree the Cricket Club’s proposal. Mrs. McCash seconded the motion and all present were in favour. Mr. Poulton to contact Rob Clayton accordingly.

Action: N. Poulton

Recreation & Amenities

Mr. Knight reported on the following items.

- **MPPA – Floodlighting**

Grassroots has approved our grant application for £5,000. This will cover the full cost of the replacement floodlighting units with £700 to spare. A letter has been sent to Floodlighting Limited asking them for the cost of installing protective covers on the new units to prevent similar damage happening again. The £700 excess will be put towards the protective covers for the new floodlighting units and a replacement external door to the changing-room corridor.

- **Additional Football facilities**

Mr. Knight has spoken to Nigel Bengel (the secretary of the Diocesan Committee) to express concern that we have had no decision re our request to lease additional land for sporting facilities. Mr. Bengel informed Mr. Knight that we should be informed of a decision soon.

- **Football pitch**

The Sports and Social Club has written again to Mr. Abel Smith regarding additional land for football pitches. Even if the Diocesan Board agree to lease additional land to the Parish Council, another adult football pitch is required in the village.

Mr. Knight said there was no play last weekend (13th and 14th December) because the ground was too wet.

Environment

Mrs. Dinnin reported on the following items.

- **Trees in Hazeldell**

The following e-mail dated 15th December was received from Raj Goutam (Hertfordshire Highways).

‘Having noted the requests my response to each is as follows:

- 1) Trees requiring replacement oppo 43-47 Hazeldell - currently there is no programme for replacing any dead or felled trees. Any requests received are placed on our list and as soon as the programme is initiated in the future all requests will be reviewed. However, if the parish is willing to fund the replacements then I will be pleased to obtain a quote for a suitable species to be planted.
- 2) I will forward your request for the dead tree and stake to be provided for the trees following the gas works to my colleague in the NRSWA Team who is responsible for managing the gas board works.

I trust that the above is helpful and deals with your enquiry.’

Mr. Stock said that he felt that enough was enough and we should get permission to carry-out the required work ourselves. After discussion, it was agreed to e-mail Raj Goutam asking for Hertfordshire Highways permission to carry-out the following work.

- Replace one of the trees that had died outside 43 and 47 Hazeldell
- Remove and replace the dead tree adjacent to 63 Hazeldell and stake the nearby living-tree

The Parish Council would supply all material and labour.

Action: J. Allsop

- **Tree across the River Beane on the Lammas.**

Adam Welch has removed the tree across the River Beane.

Ian Davis (Environment Agency) never returned the Clerk’s telephone call regarding its removal.

b) Routine reports

i) Fire-alarm test

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

ii) Monthly village-report

Mr. Poulton completed this report on the 16th December 2008, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Muddy.
Litter	None.
Dog fouling	None.
General	Good for time of year.
- **Children’s Play Area:**

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

Junior Jump	}
Double Ramp	} Not being used, some graffiti.
Fun Box	}
- **Community Hall:**

General Condition (Exterior)	Good, mud on doors and windows.
Litterbin	Empty.
Car Park	Mud by soak-away.
General	Good.
- **Multi-Purpose Play Area:**

Surface	Good.
Boundary Fencing)	Good. – Tension wire needs replacing.
Tennis nets	Good.
Litter	None.
General	Good.
- **Great Innings Play Area:**

Equipment	Good.
Surfaces	Good.

Litter	None.
Dog fouling	None.
Trees	One broken tree but it is starting to grow again.
Comments	Good.
• Allotments Area:	
Access	Good.
Condition of paths between Allotments	OK for time of year.
Condition of Allotments under cultivation	Some good, some not so good.
Condition of Allotments not under cultivation	OK.
Litter	None.
Comments	-
• Culverts on Mill Lane	
Litter and rubbish in and around Culverts	No rubbish but a lot of branches and logs.
Dog-fouling	None.
Comments	New chippings down by entrance.
• Salt bins	
Perrywood Lane	Full.
Entrance to Great Innings	Full.
Great Innings South – outside number 93	Full.
Station Road	Full.
Moorymead Close (2)	Full.
Hazeldell	Full.
Footpath 17	Full.
Beane Road	Full.
• 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	
Comments	Good.
• Ornate Village Sign	
Comments	Good.
Post	Good.
General Comments	
	-
• MPPA Boundary fencing	
Mr. Poulton said that one of the tension-wires needs replacing otherwise the fencing is in danger of falling down.	
He said that no vandalism had taken place and it was just corrosion of the metal fixings.	
Mr. Knight to inspect the fencing and take the necessary action.	Action: I. Knight
• Culverts in Mill Lane	
Mr. Poulton said that Cled Fursland had laid some wood chippings at the entrance to the Lammas.	
Parish Councillors had previously agreed that the logs in the culverts should not be removed.	
iii) Weekly sportsfield-report and action	
Nothing to report.	

9 Correspondence received

a) Stop Stansted Expansion

Mr. Poulton read out a letter from Stop Stansted Expansion asking for a donation towards their cause.

It was agreed that it was not appropriate to give a donation.

b) East Herts Council - Sustainable Community Strategy Consultation Event

On the 19th November, the Clerk e-mailed all Parish Councillors the details of the Sustainable Community Strategy Consultation Event which is scheduled for Wednesday 21st January 2009.

c) Secure Stations Scheme

Mr. Poulton read out the following letter sent to Oliver Heald MP from the Department of Transport.

‘Secure Stations Scheme

I am delighted to inform you that Wotton-at-Stone has reached national standards in station, passenger and staff security, and is now accredited under the Secure Stations Scheme.

This national scheme covers all rail and underground networks which are policed by the British Transport Police (BTP). It has established standards of good practice and accredits individual stations which have worked with the BTP and other local partners to implement security measures. Stations remain accredited for two years, after which a further application is made for reaccreditation.

Should you wish to pass on your personal congratulation to the rail company the contact details are.

Mr. Tony Holland, Crime Prevention Manager, First Capital Connect, Room 213, West Side Office, Kings Cross Station, London N1 9AP.

I am sure you will be pleased to know that rail operators in your constituency are working towards a safer environment.’

10 Village organisations

- **Wotton Youth Drop Inn:** Nothing to report.
- **Wotton-at-Stone School Governors:**
Mr. Clark is taking over as Chairman of the Governors from January 2009.
- **Wotton-at-Stone Neighbourhood Watch:** Nothing to report.
- **Wotton-at-Stone Allotment and Garden Association**
Refer to item 7 e, Specific items - Allotment management.
- **Wotton-at-Stone Memorial Hall Management Committee**
Mrs. McCash reported that at its AGM on 25th November, she was elected as Chairperson of the Wotton-at-Stone Memorial Hall Management Committee.
- **Wotton-at-Stone Pre-School Playgroup**
Mrs. Dinnin reported that the Pre-School Playgroup held a Winter Warmer on Sunday 7th December at Wotton-at-Stone Primary School and raised over £900.
- **Wotton-at-Stone Scout & Guide Group**
Mr. Stock said that unfortunately he has been unable to attend the Scout and Guide meetings because they are held on a Wednesday evening and when he has another commitment on that night of the week. He therefore suggested that he stand down as Parish Council representative. Mr. Poulton volunteered to replace Mr. Stock. Mr. Harris agreed to remain as the other Parish Council representative; however, he was unclear as to what contribution the Parish Council can make to this organisation.
The Clerk to write to the Scout and Guide group informing them of the changes. **Action: J. Allsop**
- **Wotton-at-Stone Sports & Social Club:** Nothing to report.
- **Police Authority:** Nothing to report.
- **River Beane Restoration Association:** Nothing to report.
- **Perrywood Lane**
Mr. Filer has received a complaint from a local resident about the potholes and the dirty condition of Perrywood Lane due to heavy vehicles driving up and down the lane from Perrywood Farm. These vehicles are owned by Enterprise, who apparently rent space for their vehicles at Perrywood Farm.
Mr. Filer said that he was concerned that this amount of traffic will further damage the surface of Perrywood Lane and is leaving an unreasonable amount of dirt on the highway.
It was agreed to write to Hertfordshire Highways informing them about the situation and sending a copy of our letter to the enforcement officer at East Herts Council. **Action: J. Allsop**

11 Items for Parish News

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

Mr. Knight to submit an article about the successful Grassroots grant application for 100% funding of the replacement floodlighting units after the units have been installed. **Action: I. Knight**

- **The meeting closed at 2102.**
- **The date for the next Parish Council meeting is Tuesday 20th January 2009.**