

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 20<sup>th</sup> January 2009**

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

Police: PC Andy Woodward and PCSO Paul Weston (arrived at 1920. left 1941)

**1 Apologies for absence**

Apologies for absence were received from Mr. Clark and Mr. Smith.

**2 Public Participation**

None.

**3 Declaration of Interests**

None.

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

Mr. Poulton gave his apologies for the February Parish Council meeting and said that Mr. Meischke will chair that meeting.

**5 Report from P.C. Andy Woodward on Policing matters relating to the village**

This item was discussed following item 6 a, Minutes of last meeting – acceptance.

**6 Minutes of the last meeting**

**a) Acceptance**

• **Minutes of the Parish Council meeting held on 16<sup>th</sup> December 2008**

Page 6 item 8 a, Community Hall Trustees – Request from Cricket Club for Memorial bell, penultimate line.

‘mounted on the wall with the picture montage for use during the cricket seas as a tea bell.

Should read:

‘mounted on the wall with the picture montage for use during the cricket teas as a tea bell.

Mr. Stock 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.

• **Report from P.C. Andy Woodward on Policing matters relating to the village**

Mr. Poulton welcomed PC Andy Woodward and PCSO Paul Weston to the meeting.

PC Woodward read out the reported crime-figures for Watton-at-Stone (which have been steadily dropping since 2004) as follows.

- 2004 - 134
- 2005 - 127
- 2006 - 91
- 2007 - 75
- 2008 - 65 (19 detected )

Some of the incidents that occurred last year included:

- June – Arrest for being in possession of Cocaine in Great Innings North
- August - Grievous Bodily Harm occurred. A male has been charged with the offence.
- November – an attempted distraction-burglary. An elderly lady told the persons involved to go away and therefore evaded being burgled.

Only one burglary has occurred in Watton-at-Stone in the past six months

The police are holding Locality Policing meetings to which Mrs. McCash and Mr. Filer have been invited. The meetings focus on policing priorities that affect local areas. These groups focus on strong partnership work, with local Parish Councillors, Neighbourhood Watch and the District and County Councillors and will set priorities for any given area for the coming year. The local police website will include a rural section which will list the agreed local priorities. PC Andy Woodward said he has identified three possible priorities for Watton-at-Stone.

- Youth nuisance.
- Nuisance speeding, including off road motor cycles.
- Education of the elderly in crime prevention.

After discussion, it was agreed that the police priority for Watton-at-Stone over the next 3 to 4 months should be the education of the elderly in crime prevention. After this period the next priority will be speeding.

Mrs. McCash said that she has been invited to attend the Luncheon Club in February and a talk on crime prevention could be organised during her visit.

PC Andy Woodward was sorry to report that Hertford Police Station is to have restricted opening time of 5 half-days a week. However, Stevenage Police Station will operate as normal.

PC Andy Woodward agreed to e-mail the restricted opening times to us together with a notice for the Parish News.

**Action: PC Woodward**

There is a new police telephone-answering system at Hertford Police Station. The number is 01707 354192 and you will be invited to follow a prompt system which will ask you to speak the name of the person you require. Then the call will automatically be transferred to their mobile phone. However, if the person is unavailable, a telephone message can be left, which in turn generates an e-mail to the person required.

Approximately 40 farmers in the East Herts area are to be issued with pagers. These will inform them of any problems, such as suspicious vehicles, that are happening in the locality.

A new Keep Safe initiative for people who are vulnerable (e.g. with severe learning difficulties or Alzheimer's) is being launched. The people concerned will be issued with a card that has a unique reference number. If anyone carrying this card is found in need of assistance, they can be taken to designated Keep Safe premises and the care worker identified on the subjects card, or the police, will see that they are looked after. In Watton-at-Stone the Post Office and R H Newman are designated Keep Safe premises.

Mr. Poulton thanked both PC Andy Woodward and PCSO Paul Weston for attending tonight's meeting and invited them to give their next report at the September 2009 Parish Council meeting.

PC Andy Woodward and PCSO Paul Weston left the meeting.

## b) Review of actions

- **E-mail all Parish Councillors information on riparian ownership responsibilities: completed.**
- **Arrange for new stainless steel toilet-signs to be fitted: completed.**
- **Write to planning department re Tudor Cottage, Whempstead Road, Whempstead: completed.**
- **Write to planning department re Land Aadjacnet to 27 and 9 Bramfield Road, Datchworth: completed.**

- **Meet to review the Major Incident Emergency plan: completed.**

Refer to item 8 a, Specific items - Major Incident Emergency plan.

- **Write to Circle Anglia re use of Community Hall in an emergency situation: completed.**
- **Arrange to sign lease re land adjacent to Beane Cottage with Mr. and Mrs. Taylor: completed.**

The signed lease is being stored in the Parish Council safe.

- **Copy signed licence and attached map re land adjacent to Beane Cottage and give to all Parish Councillors**

Mr. Poulton handed round copies of the licence and attached map to all Parish Councillors present.

The Clerk to give copies to Mr. Clark and Mr. Smith.

**Action: J. Allsop**

- **Diary renewal of licence re land adjacent to Beane Cottage for 5 years time: completed.**
- **Give all Parish Councillors a copy of the last version of the Village Directory: completed.**

Refer to item 8 c, Specific items – Village Directory.

- **Send amendments to Village Directory to the Clerk**

Refer to item 8 c, Specific items – Village Directory.

- **Write to all contractors who submitted quotations for work in 2009: completed.**
- **Write to Sports and Social Club re review of hiring charges: completed.**
- **Return completed Precept form to East Herts Council: completed.**
- **Ask Peter Allsop to submit his invoice re development of the Parish Council website: completed.**

Refer to item 9 a, Budget and Finance Sub-Committee – Monthly accounts.

- **Prepare cleaning schedule for Community Hall**

Mr. Poulton e-mailed all Parish Councillors with a copy of the Community Hall cleaning schedule for work to be done by Rosemary Brown and Brian Thompson.

- **Renew SLCC membership: completed.**

- **Purchase a laptop computer**

A Dell laptop computer has been purchased for use by the Clerk.

- **Contact Rob Clayton re request from Cricket Club for Memorial bell: completed**

- **Contact Hertfordshire Highways re trees in Hazeldell**

Refer to 9 a, Environment Sub-Committee – Trees in Hazeldell.

- **Inspect MPPA fencing re tension-wires that need replacing and take the necessary action**

Refer to item 9 b, Monthly village-report.

- **Write to the Scout and Guide group informing them of the changes in Parish Council representatives: completed.**

- **Write to Hertfordshire Highways re Lorries at Perrywood Farm and condition of Perrywood Lane: completed.**

The following letter, dated 19<sup>th</sup> December, was sent to Raj Goutam (Hertfordshire Highways) and copied to Glyn Day (Enforcement Section Manager, Development Control, East Herts Council)

‘We have 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.

The Parish Council is 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.

Ian Bishop (Hertfordshire Highways) e-mailed on 12<sup>th</sup> January as follows.

‘Thanks for the info, I have been contacted by three valleys water today who have confirmed that any damage will be made good. I will monitor this situation.’

It was agreed to write to Glyn Day asking him if Perrywood Farm has authorised consent to allow Enterprise to store their vehicles there, and if not, could he arrange enforcement procedures for their removal. A copy of the Mercury article dated 5<sup>th</sup> December 2008 concerning the removal of Lorries from a farm in Colliers End to be attached to our letter. **Action: J. Allsop**

- **Submit an article about the successful Grassroots grant application: completed.**

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

- **Inspect Mill Lane culverts**

Refer to item 9 a, Environment Sub-Committee - Inspect Mill Lane culverts.

## 7 Planning

### a) Applications

**i) 3 Mill Lane (3/08/2111/FO/HS)**

Removal of planning condition 11 (working hours) planning ref. 3.08/0679/FP

Mr. Poulton read out clause 11 as follows.

The use of the premises shall be restricted to the hours 0700 to 2000 Monday to Saturday and at no times on Sunday or Bank Holidays.

Reason

In the interests of the amenities of the occupants of nearby properties.

After discussion, some Parish Councillors expressed the view that clause 11 should be retained but the majority felt it should be lifted. The Parish Council agreed to respond to East Herts Council with no comment. **Action: J. Allsop**

**ii) Land to south of Station Road, Watton At Stone**

Residential development, community uses (doctors surgery, Early Years Centre and associated parking). Outline application to agree the principle of development and the access.

Mr. Poulton, in his capacity as a District Councillor, wrote to the planning department regarding his concerns about road safety along Station Road. He requested that the planning consent should include either a Zebra or Pelican crossing on Station Road near the junction of the proposed development.

Mr. Stock said we should request adequate traffic-calming be installed (as discussed in the past) between the railway station and the entrance to Hazeldell. This was agreed.

After discussion it was agreed to write to the planning department as follows.

‘The Parish Council has no objection in principal to the proposed plans but are concerned that the extra traffic generated from the proposed site would add to the existing traffic problems in Station Road.

The Parish Council would have liked to have seen a mini-roundabout installed on Station Road at the junction to the proposed development, however, in discussions with the applicant this has been refused by Hertfordshire Highways on safety grounds.

Also, the Parish Council requests that consideration is given to a Pelican Crossing on Station Road, not only would this slow down the speeding traffic on this stretch of road but would also assist in children and adults crossing this road to visit the School and the proposed new Doctors surgery.’

**Action: J. Allsop**

## b) Decisions

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

Replacement of existing outbuilding - East Herts Council – permission refused

### ii) Land East of Walkern Road and North and West of High Elms Lane, Benington (3/08/0889/FP/HS)

3 no. wind turbines of up to 119m in height, a permanent meteorological mast, substation, access tracks and ancillary infrastructure - East Herts Council – permission refused

## c) Withdrawal

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

Replacement dwelling

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

Demolition of existing dwelling

## 8 Specific items

### a) Major Incident Emergency Plan

Mr. Poulton and Mrs. McCash met to review the Major Incident Emergency Plan. The plan was then put on circulation for Parish Councillors comments/approval.

It was agreed that a copy if the final Major Incident Emergency plan be sent to Simon Drinkwater, (Director of Corporate Governance, East Herts Council) asking for his comments and what action the Parish Council now needs to take over publishing this document.

**Action: J. Allsop**

Mr. Poulton thanked Mrs. McCash for all the work she had done over the past two years to produce the Major Incident Emergency plan.

### b) Report from Allotment Management Working Group

Mr. Meischke showed Parish Councillors a detailed map, produced by Roger Green, of the Allotment area. It was agreed by Parish Councillors that it was an excellent map and will help contribute to making the management of the allotment area a great deal easier.

A letter of thanks to be sent to Mr. Green.

**Action: J. Meischke/J. Allsop**

The Allotment Management Group has drawn-up the following policy.

#### **Allotment Allocation Policy - Jan 2009.**

Only written requests for plots will be accepted, these must be sent to the Parish Council Clerk.

When a request is received, the Clerk checks the waiting list and the allotment map for available plots and then gives a copy of the request, together with this information, to the Chairman of the Environment Sub-Committee.

A Councillor from the Environment Sub-Committee then makes a site visit and checks the map (i.e. to confirm that all plots are taken and being cultivated or that a plot is available).

**If a plot is not available**, the Councillor returns the paperwork and asks the Clerk to write to the applicant accordingly and advising them what number they are on the waiting list.

**If a plot is available**, the Councillor meets the applicant on-site to show them the available plot(s). If satisfactory, the Councillor countersigns the application and returns it to the Clerk.

The applicant must be told that the plot will only become available to them after receipt of their signed rental-agreement and cleared funds.

The Clerk then sends a rental-agreement form and a letter of expectations to the applicant.

Once these have been returned and the funds are cleared, the Clerk informs the applicant that the plot has been assigned to them and gives them a copy of their rental-agreement, together with a welcome pack (which should include an information sheet from the Parish Council and the Allotment and Garden Association).

Mr. Stock said that when the tasks of the working group are complete, the Allotment Management Working Group can be disbanded and their responsibilities handed over to the Environment Sub-Committee.

**c) Village Directory**

If they have not already done so, Parish Councillors were asked to send their amendments to the Clerk by 9<sup>th</sup> February. **Action: Parish Councillors**

The following notice will appear in the February issue of the Parish News.

‘The Watton-at-Stone Parish Council is in the process of updating the Village Directory. Anyone wanting their current entry to be updated should contact Jane Allsop on 01920 830330 or at clerk@watton-pc.org.uk.

The Parish Council also welcomes new entries for the directory from local people/companies who can serve the parishioners of Whempstead and Watton-at-Stone. If you would like more information or are interested in being included in the directory, please contact Jane Allsop.’

This item to remain on the agenda.

**Agenda: 02/09**

**d) Freedom of Information Act: New Model Publication Scheme**

Mr. Poulton proposed that the Parish Council adopts the New Model Publication Scheme as approved by the Information Commissioner. Also, that the Parish Council approves the attached guide to information, entitled, ‘Information available from Watton-at-Stone Parish Council under the model publication scheme’.

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

**Attached**

The Clerk to give all Parish Councillors a copy of the relevant information for their Parish Council Information Pack files.

**Action J. Allsop**

**e) ‘Press release cuttings’: Alec Sandison**

The Clerk received an e-mail from Alec Sandison, former Chairman of the Conservation Society (who no longer lives in Watton-at-Stone), asking if the Parish Council would be interested in receiving a file of press cuttings relating to the village between 1976 and 1982. The Clerk agreed to accept the press cuttings, which give an insight into the history of Watton-at-Stone during that period. Mr. Poulton e-mailed Alex Sandison giving his thanks on behalf of the Parish Council.

It was agreed that the Clerk should scan the file into her computer so that it can be downloaded onto the new website. The Clerk to photocopy the file so that it can go on circulation to Parish Councillors. After the copying work is complete, the file will be archived at County Hall.

**Action J. Allsop**

**f) Civic dates for the year 2009/10**

Mr. Meischke proposed that the meetings should be changed to the second Tuesday in the month, so that they can meet the deadline dates for the Parish News, namely:

- Tuesday 12<sup>th</sup> May 2009
- Tuesday 9<sup>th</sup> June 2009
- Tuesday 14<sup>th</sup> July 2009
- Tuesday 8<sup>th</sup> September 2009
- Tuesday 13<sup>th</sup> October 2009
- Tuesday 10<sup>th</sup> November 2009
- Tuesday 8<sup>th</sup> December 2009
- Tuesday 12<sup>th</sup> January 2010
- Tuesday 9<sup>th</sup> February 2010
- Tuesday 9<sup>th</sup> March 2010
- Tuesday 13<sup>th</sup> April 2010

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

**g) NHS - Lister Hospital – Pre-planning application consultation**

Mrs. McCash was unable to attend the Pre-planning application consultation.

Mr. Poulton has obtained some leaflets inviting as many people as possible to become members of the East and North Herts NHS Trust.

## 9 Reports

### a) Sub-Committees

#### Budget & Finance

Mr. Filer reported on the following items.

- **Monthly accounts**

#### Watton-at-Stone Parish Council

##### Petty Cash

##### Receipts

None

##### Cheques issued

SLCC	Annual subscription	105.00
St. Albans Diocesan Board of Finance	Allotment rent	300.00
J. Allsop	January 2009 salary	594.94
J. Allsop	5 months Phone charges	94.75
J. Allsop	Dell Laptop Computer	547.20
Ted Brown	30 hours litterpick	217.50
Peter Allsop	Website development and consultancy	150.00
HM Revenue and Customs	Tax and NI	<u>221.16</u>
		<u>2230.55</u>

##### Cheques received

None

#### Watton-at-Stone Community Hall

##### Petty Cash

##### Receipts

Floodlighting to 15 <sup>th</sup> January 09	139.00
Jim Keen – Main Hall Oct, Nov	160.00
Westwell Football Club Main Hall	20.00
John Murphy – Main Hall	10.00
Nicola Shambrook - Pavilion hire	25.00
Circle Anglia – Pavilion hire	8.00
Watton Ramblers	7.00
Hire of tables and chairs	<u>4.00</u>
	<u>373.00</u>

##### Payments

R. Brown 17 – 21 November	42.00
B. Thompson 15 <sup>th</sup> to 16 <sup>th</sup> December	42.00
B. Thompson 22 <sup>nd</sup> to 23 <sup>rd</sup> December	49.00
B. Thompson 29 <sup>th</sup> to 30 <sup>th</sup> December	49.00
B. Thompson 5 <sup>th</sup> to 6 <sup>th</sup> January	<u>49.00</u>
	231.00

##### Cheques issued

H M Revenue & Customs	VAT return 11/08	257.52
Brian Bunyan	Supply and fitting of new Pavilion Exit Doors	1376.00
G. Smith	Window cleaning	57.00
Watton-at-Stone Parish	Reimbursement for EHC invoice re annual playground inspection	56.39
Rosemary Brown	4 hours cleaning 12 <sup>th</sup> and 13 <sup>th</sup> January	28.00
Brian Thompson	6 hours cleaning 7 <sup>th</sup> , 8 <sup>th</sup> and 9 <sup>th</sup> January	<u>42.00</u>
		<u>1816.91</u>

##### Cheques received

Sports and Social Club	For extra cleaning required at the Community Hall	16.45
Watton Primary School	Pavilion hire	31.50
Juliet Jamieson	Pavilion hire	28.00
Herts Community Foundation	Grant for replacement floodlighting units	<u>5000.00</u>
		<u>5075.95</u>

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

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

Prior to the meeting, all Parish Councillors were given a copy of the 9-monthly statement of accounts for the period ending the 31<sup>st</sup> December 2008.

Mr. Filer went through the expenditure and income items for both the Parish Council and Community Hall accounts and explained the variations in the statements.

The Community Hall income from hirings is looking healthy.

The Community Hall Trustees are waiting for a British Gas invoice (for gas only) as the last bill was underestimated.

The floodlighting income is low for this time of year. Mr. Knight said that this could be partly due to no Tennis Club coaching taking place for over a month because the coach has been on sick leave.

It was agreed to review the Floodlighting charges in April 2009.

**Action: J. Allsop**

The Clerk said that if income is low, expenditure on the floodlighting electricity would also be reduced.

## Community Hall Trustees

Mr. Poulton reported on the following item.

- **Pavilion exit-doors**  
The new Pavilion doors have now been installed and are working well.

## Recreation & Amenities

Mr. Knight reported on the following items.

- **MPPA – Floodlighting quotation**

Mr. Knight said that following receipt of our successful grant application for £5,000 he obtained an up-to-date quotation from Floodlighting Limited for the supply and fitting of the replacement floodlighting units. Since August 2008, the quotation has increased by £410, i.e. from £4,300 to £4,710. This increase is mainly due to the £/Euro exchange rate for components coming from Europe. In addition, Mr. Knight has obtained a quotation of £472 for the installation of protective shields for the new floodlighting units. Mr. Knight said he did not know if the glass on the existing units failed, but he suspected that they were vandalised. If the latter is the case, the installation of protective shields would ensure the problem did not happen again.

Mr. Poulton proposed that Floodlighting Limited's quotation for both the floodlighting units and shields be accepted. Mr. Filer seconded the motion and all present were in favour.

Mr. Knight said that Helen Doubal (Grants Officer, Hertfordshire Community Foundation) is willing to extend our grant deadline for the installation work beyond 31<sup>st</sup> March 2009. It was agreed to ask Floodlighting Limited to do the work, if they can, before this date.

Mr. Knight said that no heavy Lorries will need to go across the sportsfield because Floodlighting Limited use scaffolding to do their work.

- **Football facilities**

There is no progress to report.

The Diocesan Surveyor left a message today on Mr. Knight's answer-phone asking him to call. Unfortunately, Mr. Knight did not pick up the message until after office hours.

- **Condition Football pitch**

This item is on the agenda because of the problems with the condition of the pitch before Christmas.

Mr. Knight has taken on the role, as Sports and Social Club representative, to check the pitch weekly to see if it is fit to play on or not. So far, this system is working well.

- **Sports and Social Club hire agreement**

Mr. Knight proposed that Mr. Rod Willis, as Chairman of the Sports & Social Club, be given two copies of the sportsfield hire agreement for signature to cover the period 1st April 2009 to 31st March 2010.

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

**Action: I. Knight**

- **Goalposts**

The football goal posts do not comply with current safety requirements and the Football Club is looking to purchase some lighter aluminium ones. Later this year they intend to apply to Grass Roots for a grant of 50% of the cost.

Parish Councillors agreed that if new lighter goal posts are obtained, it will be a condition that they are chained to the MPPA fencing. Mr. Knight to notify the Sports and Social Club accordingly.

**Action: I. Knight**

## Environment

Mrs. Dinnin reported on the following items.

- **Culverts on Mill Lane**

Mrs. Dinnin said that she had inspected the culverts and they are clear of debris. However, some weed spraying might need to be done later in the year. Parish Councillors have already agreed that the logs remain on-site.

- **Byelaw sign**

Mrs. Dinnin said she cleaned the surface of the byelaw sign on the Lammas and found that the stain marks are behind the Perspex. Mr. Meischke and Mr. Poulton agreed to inspect the sign and take action as necessary.

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

- **Trees in Hazeldell**

An e-mail was sent to Raj Goutam asking for Hertfordshire Highways permission to carry-out the tree staking and replacement work.

Raj Goutam e-mailed the Clerk on 12<sup>th</sup> January as follows.

'I regret that I am unable to give consent for the Parish Council to plant the trees, the procedure involves our Arboricultural Officer prescribing the required trees and arranging the planting and maintenance. These can be paid for by the Parish Council. If you find it helpful, I can try and arrange for him to contact you to discuss the species most suitable to plant here.

Following this we can provide you with a cost and if acceptable proceed with the necessary.

Hope the above is helpful.'

Mr. Poulton instructed the Clerk to obtain the costings involved and Raj Goutam e-mailed her on 15<sup>th</sup> January as follows.

'I have now received from Paul Bishop the costs with regards to planting the trees and staking another - these are £480 in total. These are for the provision of two trees at a cost of £200 each, staking and on costs. If you want us to proceed with this, then I will need a cheque for the above sum made payable to Hertfordshire County Council.'

Raj Goutam has confirmed that £100 of the total cost is for maintenance costs in the first year (namely: watering).

Mr. Stock said he was getting more and more concerned about the loss of trees in the village and Raj Goutam's attitude. He was also concerned that trees often form part of planning applications but then subsequently Hertfordshire Highways and the District Council appear to be disinterested in the trees being maintained or replaced if they die.

Mr. Stock spent a lot of time with Raj Goutam and the Reinstatement Team after the gas works were carried out in Hazeldell to ensure that corrective tasks outstanding were undertaken. Part of this involved the replacement of damaged trees. Because of this he feels that it is Hertfordshire Highways' responsibility to ensure that the tree adjacent to 63 Hazeldell is staked (which should have been done when the tree was planted). He also felt strongly that they should replace the nearby tree which died as a result of them moving it during the installation of a driveway, and that we should insist that the work be done.

Mr. Poulton said that he was on the committee for Hertfordshire Highways and there is no money available for tree maintenance unless we obtain it from a planning gain for the Station Road site. However, in the present financial climate it is unlikely that this land will be developed for several years.

It was agreed to write to Raj Goutam asking him to arrange for the tree adjacent to 63 Hazeldell to be staked and to replace the nearby tree that died as a result of Hertfordshire Highways work. A copy of this letter to be sent to Bryan Hammond (County Councillor).

**Action D. Stock/J. Allsop**

Mr. Stock to discuss this subject with our MP (Oliver Heald) during his surgery on 21<sup>st</sup> February.

**Action: D. Stock**

- **Fence in Walkern Road**

Hertfordshire Highways have fitted the section of fencing to replace the one that was vandalised on 28<sup>th</sup> July 2008.

**b) Routine reports**

**i) Fire-alarm test**

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

**ii) Monthly village-report**

Mr. Knight completed this report on the 18<sup>th</sup> January 2009, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Good- considering time of year.
Litter	None.
Dog fouling	None.
General	Good – Jack Turner seat needs repair.

- **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.

<b>Bike ramps area:</b>	
Junior Jump	OK.
Double Ramp	OK.
Fun Box	Ok.
• <b>Community Hall:</b>	
General Condition (Exterior)	OK.
Litterbin	OK.
Car Park	OK.
General	Good.
• <b>Multi-Purpose Play Area:</b>	
Surface	Good.
Boundary Fencing )	Top wire needs tensioning.
Tennis nets	OK.
Litter	OK. (Leaves in corner).
General	Good.
• <b>Great Innings Play Area:</b>	
Equipment	OK.
Surfaces	OK.
Litter	OK.
Dog fouling	None.
Trees	OK.
Comments	Good.
• <b>Allotments Area:</b>	
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.
• <b>Culverts on Mill Lane</b>	
Litter and rubbish in and around Culverts	OK.
Dog-fouling	OK.
Comments	Good.
• <b>Salt bins</b>	
Perrywood Lane	Needs top up.
Entrance to Great Innings	Needs top up.
Great Innings South – outside number 93	OK – poor position.
Station Road	OK.
Moorymead Close (2)	OK.
Hazeldell	Needs top up.
Footpath 17	OK.
Beane Road	Needs top up.
• <b>Dog-waste bins</b>	
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.
• <b>War Memorial</b>	
Comments	OK.
• <b>Ornate Village Sign</b>	
Comments	OK.
Post	OK.
<b>General Comments</b>	
	-
• <b>Jack Turner bench</b>	
Mr. Knight agreed to contact Jack Turner’s son to ask if he could arrange to either repair or remove the damaged seat.	
	<b>Action: I. Knight</b>

- **MPPA fence**  
Mr. Knight said that the MPPA fencing needs to be professionally repaired. Mr. Meischke agreed to arrange for the work to be done. **Action: J. Meischke**
- **Leaves in corner of MPPA**  
Mr. Poulton to ask Ted Brown to clear the leaves. **Action: N. Poulton**
- **Salt bin outside 93 Great Innings South**  
Mr. Poulton explained that the salt bin is located outside the elderly person's bungalows for their use and was installed at their request.
- iii) **Weekly sportsfield-report and action**
  - **Nothing to report.**

## 10 Correspondence received

### a) Chairman of East Herts Council – Civic Awards Nominations

No nominations were put forward by the Parish Council.

### b) Consultation on Admission Arrangements for 2010/11 for Community and Voluntary-Controlled schools

Mr. Poulton said that Mr. Clark had read the consultation document, which includes some minor changes mainly to tighten up the regulations regarding siblings and twins. He could see no reason for the Parish Council to make any comments on the consultation document.

This was agreed.

## 11 Village organisations

- **Watton Youth Drop Inn**  
Mr. Poulton has spoken with Mr. Meischke about a problem they are having with the Watton Youth Drop Inn members who are running around and around in circles from the Pavilion into the Main Hall, then out of the other Main Hall door and down the corridor and back into the Pavilion. This problem would be resolved if the entrance to the Main Hall was lockable on both sides and did not have a thumb turn on the inside of the door.  
The Watton Youth Drop Inn would be willing to pay all costs to have the lock changed so it is key-operated from both sides.  
Parish Councillors agreed to obtain a new barrel and ask Michael Lewis (A. P. Access) to fit it in. **Action: J. Allsop**
- **Watton-at-Stone School Governors:** Nothing to report.
- **Watton-at-Stone Neighbourhood Watch:** Nothing to report.
- **Watton-at-Stone Allotment and Garden Association:** Nothing to report.
- **Watton-at-Stone Memorial Hall Management Committee:** Nothing to report.
- **Watton-at-Stone Pre-School Playgroup:** Nothing to report.
- **Watton-at-Stone Scout & Guide Group:** Nothing to report.
- **Watton-at-Stone Sports & Social Club:** Nothing to report.
- **Police Authority:** Nothing to report.
- **River Beane Restoration Association:** Nothing to report.

## 12 Items for Parish News

No items were identified for inclusion in the February 2009 issue of the Parish News.

An article to be drafted (for approval by PC Andy Woodward and PCSO Paul Weston) for inclusion in the March Parish News. The article to include the Crime statistics from 2004 to 2008 and the two agreed police initiatives for Watton-at-Stone.

When the article has been approved, the Clerk to send a copy to Rodney Ranzetta. **Action: J. Allsop**

- **The meeting closed at 2104.**
- **The date for the next Parish Council meeting is Tuesday 17<sup>th</sup> February 2009.**