

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 13th July 2010

Present:	Mr. John Meischke (Chairman)	Mr. Charles Clark
	Mr. Michael Smith	Mrs. Christine Dinnin
	Mr. Denis Filer	Mr. Iain Harris
	Mr. Ian Knight	Mrs. Helen McCash
	Mr. Nigel Poulton	The Clerk (Mrs. Jane Allsop)
Public:	None	

1 Apologies for absence

Apologies for absence were received from Mr. David Stock.

2 Public Participation

None.

3 Chairman's/Clerk's Report

Mr. Meischke had one additional item for this meeting.

- **Planning application - Blue Hill Farm, Walkern Road**
This item to be discussed under 6 a iii, Planning applications.

4 Declaration of Interests

Mrs. McCash declared a non-pecuniary interest in item 6 a ii, planning application - 60 High Street (Mrs. McCash is the accountant for the Doctors surgery at 60 High Street, but has no business or personal connection with the planning applicant who runs the dental surgery).

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 8th June 2010**
Mr. Filer proposed that the minutes be accepted and signed by the Chairman as a true record. Mr. Harris seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **E-mail Asset Registers to all Parish Councillors: completed.**
- **Contact Mr. Clark re Rural Parish Conference Thursday 10th June 2010: completed.**
- **Arrange to have 'Peep in the Past' video copied to DVD: outstanding.** Action: J. Meischke
- **Ask Tim Clark if he is available to do work on Parish Council land in Rivershill: completed.**
Tim Clark has completed the clearance work and submitted his invoice for £80.
- **Contact Rights of Way department re footpath from Bull public car park to Rivershill**
The Clerk spoke to Simon Bell from the Rights of Way Department at Hertfordshire County Council on 9th June. He informed her that the status for investigating the footpath from the Bull public car park to Rivershill has dropped from 94th to over 200th and it is unlikely that it will ever be investigated. If the Parish Council applies for a modification order this would improve the situation and investigations into the footpath being included on the definitive rights of way map might be completed in about ten years time. The forms to apply for a modification order are downloadable from the Hertfordshire County Council website.
Mr. Meischke said that there is quite a lot of work involved in applying for a modification order. Parish Councillors agreed not to apply for a modification order.
The Parish Council first started pursuing having this footpath added to the definite map since the early 1990s.
- **Inspect hedge on the pump slope leading to Hockerill**
Mr. Meischke said that he had inspected the hedge, which has been cut back.
- **E-mail the Clerk modifications to the Village Directory: completed.**
Refer to item 7 a, Specific items - Modify Village Directory.
- **Contact all organisations listed in the Village Directory to check their details are correct**
Refer to item 7 a, Specific items - Modify Village Directory.
- **Check the criteria for having an entry in the Village Directory**
Refer to item 7 a, Specific items - Modify Village Directory.

- **Liaise with Parish Councillors re the awarding of Parish Council trophies during the Community Service**
Refer to item 7 b, Specific items - Awarding of the Good Citizenship trophy and the Cup for Outstanding Effort at the Community Service on 4th July.
 - **Send a signed copy of the Community Hall accounts to McCash and Hay: outstanding.**
Action: J. Allsop
 - **Ask Jim Morrissey to produce a revised internal audit report: completed.**
Refer to the June Parish Council minutes, Budget and Finance Sub-Committee -Internal audit of Parish Council accounts for the year ended 31st March 2010 - Jim Morrissey's revised report, dated 13th June.
 - **Send completed Annual return and supporting documentation to external auditors, BDO LLP: completed.**
 - **Obtain estimates, as appropriate, for long-term capital expenditure items**
Refer to item 8 a, Budget and Finance Sub-Committee - Parish Council and Community Hall long-term capital expenditure items.
 - **Order replacement swing seats from Wicksteed Leisure Limited**
Refer to item 8 a, Recreation and Amenities Sub-Committee - Replacement of seats on both the senior and junior swings.
 - **Inspect bottom step of Rainbow multi-play and slide and take action as necessary**
Refer to item 8 a, Recreation and Amenities Sub-Committee - Repair to step on Rainbow multi-play and slide.
 - **Ask Ted Brown to sweep the MPPA: completed.**
 - **Ask Mrs. Dinnin to inspect the allotments to identify those not being cultivated**
Refer to item 8 a, Environment Sub-Committee - Allotments.
 - **Find out if the Watercolour-Painting Group is still running**
The Watercolour Painting Group is still running but Don Chandler is no longer involved with the group.
 - **Add the strimming work on Parish Council land at Rivershill onto the website diary: completed.**
 - **Speak to both Gareth Lewis and Tony Bradford re voluntary work in the village**
Refer to item 7 f, Specific items - Gareth Lewis re Glaxo Volunteer Day.
 - **Draft a response to Stuart Nagler (Chair, Hertfordshire Police Authority) re Neighbourhood Policing Priorities: completed.**
Stuart Nagler has not acknowledged receipt of the Parish Council's letter.
 - **Instruct East Herts Council to carry-out the sportsfield playground inspection: completed.**
 - **E-mail all Parish Councillors East Herts Council - Local Development Framework Core Strategy Awareness Raising Feedback: completed.**
 - **E-mail draft Parish News entry re litter clearance in the village to Mr. Stock: completed.**
 - **Place notice in Parish News re Annual Village directory update: completed.**
- c) **Action points outstanding for more than two months**
- **Contact the residents of the 14 properties in Whempstead re notice board usage: outstanding.**
Action: C. Clark

6 Planning

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

a) Applications

i) 90 Hazeldell (3/10/0987/FP/MC)

Ground floor front extension

Because Mr. Stock is the applicant for the above application, the plans went on high-speed circulation to all Parish Councillors, with the exception of Mr. Stock and Mr. Poulton (who was away on holiday).

Parish Councillors had no comment on the plans and the Clerk wrote to the planning department accordingly.

Mrs. McCash to show the plans to the neighbours on either side of 90 Hazeldell.

Action: H. McCash

ii) 60 High Street (3/10/0990/LB)

Installation of air conditioning condensing unit

Mr. Meischke, Mr. Filer, Mr. Harris and Mr. Poulton inspected the plans and recommended that the Parish Council approves this application because it is a benefit to patients visiting the surgery. The Clerk e-mailed all Parish Councillors asking them to contact her within 24 hours if they had any objections to this recommendation. None were received and the Clerk wrote to the planning department on 30th June.

iii) Blue Hill Farm, Walkern Road (3/10/0769/FP)

Stables and exercise arena within the land adjoining detached dwelling

This application at Blue Hill Farm is unrelated to the other applications on this site and is outside the original footprint of the farm.

Mr. Knight said that he had made the plans for this application available to the neighbouring residents. However, the Denison’s are currently away on holiday.

Mr. Meischke read out letters of objection received from Mr. & Mrs. Ian Thompson and Mr. & Mrs. Ian Vosper of 3 and 4 Blue Hill Farm Cottages, respectively.

Parish Councillors studied the plans and after lengthy discussion agreed to write to the planning department objecting to the application for the following reasons.

1. Non-agricultural development which is an inappropriate over-development in the green belt area.
2. A new access and gate to the site has already been formed 40-50 yards beyond the property known as Elmdale on High Elms Lane. Concern has been shown by Parish Councillors that this site could be used for commercial operations in the future, i.e. a riding school.
3. The Parish Council supports concerns raised by neighbouring residents.

Action: J. Allsop

b) Decisions

None.

c) Withdrawn

i) Blue Hill Farm House, Walkern Road (3/10/0742/FP)

Roof lights to rear of new detached dwelling

The above application was withdrawn, as it is permissible under building regulations.

7 Specific items

a) Modify Village Directory

All Parish Councillors have been e-mailed the modified version of the Village Directory and Mr. Poulton has e-mailed the Clerk with some further amendments.

Mr. Knight to arrange for the updated Village Directory to be included in the September issue of the Parish News.

Action: I. Knight

The Clerk was asked to check the criteria for having an entry in the Village Directory and e-mailed all Parish Councillors on the 29th June with the following extract from the July 2008 minutes.

‘Option 3: Expand the scope of the Village Directory Recommended

This would be a simple ‘single-line entry’ list of local organisations, clubs, companies and individuals (and their contact details) compiled by the Parish Council for the benefit of the parishioners of Watton-at-Stone.

Inclusion in the directory would be on the basis that the listed party provides a ‘service’ (whether commercial, voluntary or otherwise) to the local community. We see no reason to exclude ‘local services’ from the directory.

It would be made clear that inclusion in the directory does not signify that the Parish Council makes any recommendation as to the service offered or of the party or organisation listed. Also it would be clear that the directory had been compiled in good faith and that no legal liability can be accepted for any information therein.

It would be a matter for anyone wishing to use this information to make their own enquiries and satisfy themselves as to the reliability and competence of any provider listed.

After discussion, Parish Councillors voted with a show of hands on the three difference options.

	For	Against
Option 1:	2	6
Option 2:	0	9
Option 3:	7	1

It was agreed to place a notice in the Parish News stating that the Parish Council is considering 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.’

After discussion, Parish Councillors agreed that the Angling Club no longer fulfils the criteria and should be removed from the Village Directory.

The Angling Club’s entry in the Watton-at-Stone website will remain.

b) Awarding of the Good Citizenship trophy and the Cup for Outstanding Effort at the Community Service on 4th July

Mr. Meischke presented the Parish Council trophies during the Community Hall service on Sunday 5th July, as follows.

- The Wotton-at-Stone Parish Council Good Citizenship Award was presented to Josie Bell
- The Wotton-at-Stone Parish Council Outstanding Effort Award was presented to Joe Thomas.

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

c) Meeting between Mrs. McCash and PC Andy Woodward

Mrs. McCash reported that she had finally managed to have a meeting with PC Andy Woodward, which was less than satisfactory. The lack of police support for Wotton-at-Stone since PCSO Paul Weston left for his sabbatical is very frustrating and the Owl system seems to have given up reporting on incidents that have taken place in the Parish, in particular the recent break-in at the doctor's surgery.

After discussion, Mrs McCash agreed to draft a letter for the Parish Council to send to Inspector Jon Speed. Copies of the letter will be sent to Chief Constable Frank Whiteley and Stuart Nagler. **Action: H. McCash**

d) Report on East Herts Rural Parish Conference held on 10th June 2010

Mr. Clark went to the Rural Parish Conference, which was well attended and would have been very interesting to those that had no knowledge of the subjects discussed. However, as Mr. Clark was well informed on all the topics discussed, he did not find the conference particularly interesting.

Literature obtained at the conference to be placed on circulation.

Action: J. Allsop

e) Palletts Wood, Oaks Cross Farm, Hooks Cross - 14 self-catering Eco holiday lodges

Mr. Poulton showed Parish Councillors plans for 14 self-catering eco holiday lodges at Oak Cross Farm. Visitors using the holiday lodges may visit Wotton-at-Stone to use the local shops and public houses.

Mr. Poulton to place the outline proposals on circulation.

Action: J. Allsop

f) Gareth Lewis re Glaxo Volunteer Day

Mr. Meischke informed all Parish Councillors by e-mail that Gareth Lewis had a team of 10 people from Glaxo who would be assisting with the voluntary projects in the village. Gareth Lewis was keen about the possibilities of clearing the Mill Pond and stated that the staining of the MPPA kicker-boards would also be possible.

The Parish Council was last involved with the clearance of the Mill Pond in October 1997 under the guidance of the Countryside Management Service. The Abel Smith Estate owns the Mill Pond and approved the work done in 1997. The Clerk has given Mr. Meischke the file containing the details of the work done in 1997. Mr. Meischke said that Nick Fox (Woodsmen at the Abel Smith Estate) has been contacted about carrying-out similar work to the site.

Mr. Meischke has been trying to arrange a site meeting with Gareth Smith, but has been unable to do so. Gareth Smith e-mailed yesterday to say that he had just returned from holiday and would be in contact with Mr. Poulton.

Mr. Meischke and Mr. Poulton to meet on site at the Mill Pond with Gareth Smith and Nick Fox.

Action: J. Meischke/N. Poulton

8 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following items.

- **Monthly accounts**

All Parish Councillors present were given a copy of the monthly accounts.

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

- **Quarterly accounts - Parish Council and Community Hall**

Mr. Filer went through the expenditure and income items for the Parish Council and the Community Hall accounts. He explained that the first-quarter accounts are not a good reflection of 25% of the year's income and expenditure. For example, the Precept is paid twice a year, representing 50% of the total income and seasonal expenditure items such as grass cutting do not occur during the winter months.

The Community Hall's Main Hall and Pavilion hiring income will be considerably lower in the 2nd quarter due to fewer lettings during the summer holidays.

Because the bank statements for this period will not be received for several weeks, these accounts are draft statements only.

- **Report on 1st Quarterly inspection of Parish Council and Community Hall accounts**
 Mrs. McCash said that she carried-out the 1st quarterly inspection of the Parish Council and Community Hall accounts yesterday and the accounts were in good order.
 A copy of Mrs. McCash's report to be e-mailed to all Parish Councillors and included in the Community Hall and Parish Council accounts for 2010/11. **Action: J. Allsop**
- **Asset Registers - Parish Council and Community Hall**
 During the Community Hall Trustees meeting held on 5th July, Mr. Meischke noted that the teen shelter was mentioned twice on the Asset Register. The Clerk amended the Asset Register accordingly and the revised copy was e-mailed to all Parish Councillors.
 Mr. Poulton said that the Asset Register figures he produced for the Community Hall are based on the insurance figures and current prices obtained from County Supplies and Wicksteed Leisure Limited.
 Mrs. McCash said that the Asset Register should also include the purchase date of items and their purchase cost.
 Mr. Harris suggested that we include the purchase cost and date supplied on all new items included on the Asset Registers.
 Mr. Poulton and Mrs. McCash agreed to meet to clarify the matter further and instruct the Clerk accordingly. **Action: N. Poulton/H. McCash**
 This item to be placed on the September agenda. **Agenda: 09/10**
- **Parish Council and Community Hall long-term capital expenditure items**
 All Parish Councillors were e-mailed a copy of the Long Term Capital Expenditure items as revised by the Community Hall Trustees (see attached). **See attached**
 The Parish Council agreed to accept the Community Hall Trustees revised long-term capital expenditure items.
- **Annual review of Risk Assessments for the Parish Council and Community Hall**
 The Watton-at-Stone Parish Council reviewed the Risk Assessment they drew up in July 2009.
 Mr. Filer proposed that no changes were required to the Risk Assessment; however, some additional comments are required on some items such as cash handling. Mr. Smith seconded the motion and all present were in favour. Mr. Filer to make the additional comments required on the Risk Assessment.
Action: D. Filer
 The Risk Assessment to be reviewed again in a year. **Agenda: 07/11**

Community Hall Trustees

Mr. Poulton reported on the following items.

- **Minutes of meeting held on 5th July 2010**
 Mr. Meischke proposed that the minutes be accepted and signed by Mr. Poulton, Chairman of the Community Hall Board of Trustees, as a true record. Mr. Knight seconded the motion and Mr. Poulton was in favour.
 Mr. Poulton proposed that the following recommendations made by the Community Hall Trustees be accepted. Mrs. Dinnin seconded the motion and all present were in favour.

 - **Community Hall hire agreement** to include leaving the facilities in a tidy condition. **Action: J. Allsop**
 - **Watton-at-Stone website**
 The following documents to be uploaded onto the Watton-at-Stone website so that hirers can view them prior to their booking.
 - Fire exit plan
 - Emergency evacuation procedure
 - Hire agreement. **Action: J. Allsop**
 - **Long-term capital expenditure items**
 The Parish Council accept the Community Hall Trustees revised long-term capital expenditure items. Refer to item 8 a, Budget and Finance Sub-Committee - Parish Council and Community Hall long-term capital expenditure items.
 - **Budget provisions for 2011/12**
 - Replacement blinds for the Pavilion.
 - Decorating the Pavilion **Budget 2011/12**
 A notice to be placed in the Parish News inviting tenders to apply for the decoration work. **Action: J. Allsop**
 - **Replacement Swan Urn**
 A new 10litre Swan Urn has been purchased to replace the broken one.

- **Area around the Cricket Club shed including graffiti**

On the morning of the Community Service, Mr. Poulton noticed graffiti on the Cricket Club shed and notified Ted Brown, who was on site. Mr. Poulton noted that there was plastic, wood and rubbish at the back of the shed and the fence needed repairing.

Ted Brown was asked to clean the graffiti off the Cricket Club shed, however the following morning more graffiti had appeared.

Mr. Meischke spoke to Martin Tipper asking him to arrange for the graffiti to be removed from the shed and the surrounding rubbish. Martin Tipper said that he would go and have a look.

Mr. Knight agreed that the Sports and Social Club make contact with the Cricket Club asking them to clear the area around shed and remove the graffiti. If unsuccessful, the Community Hall Trustees will arrange for the work to be done and invoice the Cricket Club accordingly. **Action: I. Knight**

- **Sewage around the Community Hall**

Mr. Poulton has been keeping all Parish Councillors informed about the sewage problem adjacent to the Community Hall. He e-mailed all Parish Councillors again on 12th July as follows.

‘I refer to my previous e-mail regarding the sewer in School Lane. East Herts Council when clearing the sewer put a camera down the drain to see what was causing the blockage.

It appears from the man hole by 1 Old School Orchard to the car park entrance that there is considerable tree root growth into the sewer, part of the sewer has collapsed and it has "bellied out" East Herts Council are requesting that repair work be carried out. Their advice is that the whole length of this pipe needs replacing. It appears that the disabled toilet plus the two internal toilets by the kitchen run into this drain. I'm meeting with an officer of East Herts on Friday so we can put dye down our toilets to see if we are connected. If we are then we will be responsible for paying part of the costs. There are 10 other properties involved.

Once I've established that we are partially responsible then I will check with our insurers to see if we can claim on our insurance policy.

I will keep you posted on progress’

Note: Mr. Poulton e-mailed all Parish Councillors on 14th July as follows.

‘I've managed to find a map of the Community Hall showing the position of the drains, I'm pleased to say that the Community Hall drains do NOT run into that part of the sewer system that is damaged.

I've taken the maps into East Herts Council today and they confirm that we will not be involved in any repair or renewal works to the sewer’.

Mr. Poulton to keep Parish Councillors updated.

Action: N. Poulton

- **Cleaning of floor and paint work in the Sports Hall and Pavilion**

Rebecca Evans (Beane Valleys Children’s Centre) brought to Mr. Poulton’s attention that all the paintwork in the Main Hall and Pavilion needs cleaning, particularly the skirting boards and the floor edging. She offered to clean these areas.

The Trustees agreed that Rebecca Evans should do the work and invoice the Community Hall accordingly.

- **Annual Fire equipment inspection**

Mr. Poulton said that Fire Protection Services did the annual fire inspection on Tuesday 6th July. One fire extinguisher will need replacing next year and a budget provision will be required for its purchase.

Budget: 2010/11

- **Fire Risk Assessment**

The regulations on Fire Risk Assessments have changed and the Community Hall needs to have a new one drawn up.

It was agreed to contact Dave at Fire Protection Services asking him to quote for carrying out a fire risk assessment.

Action: J. Allsop

Mr. Poulton said that a few years ago he worked out the maximum number of people allowed in the Community Hall based on figures produced by the fire department on room size.

Mr. Harris said that these figures should be included on the Community Hall hire agreement. This was agreed.

The Clerk to look up the figures obtained by Mr. Poulton for the maximum number of people allowed in the Pavilion, Main Hall and Meeting Room and include these figures in the hire agreement.

Action: J. Allsop

- **Annual electrical inspection**
The annual electrical inspection is due at the beginning of September. Keith Burgess to be asked to carry-out the inspection. **Action: J. Allsop**
- **Annual boiler and heating inspection**
The Clerk to contact James Turner Limited asking them to carry-out the annual boiler and heating inspection in September. **Action: J. Allsop**

Recreation & Amenities

Mr. Knight reported on the following items.

- **New Tennis Court**
Mr. Knight was sorry to report that he had been informally told by Kathy Sexton (CDA) that the COMMA grant application had been unsuccessful. A formal letter will be sent to the Community Hall Trustees detailing the reasons why the application was rejected.
The Tennis Club will continue to fund raise toward the new Tennis Court.
The current tennis court planning application runs out later this year and the Parish Council will need to submit a new application.
- **Replacement of seats on both the senior and junior swings**
Mr. Meischke and Mr. Smith have fitted the replacement seats on all of the swings.
- **Repair to step on Rainbow multi-play and slide**
Mr. Poulton thanked Mr. Smith for the excellent job he has done in repairing the step on the Rainbow multi-play and slide.
- **Remove and construct a new fence to the sportsfield by the Cricket Club shed**
Mr. Meischke thanked Mr. Smith for constructing a new section of fence near the Cricket Club shed. Mr. Smith said that he would not be submitting a bill for the work or for the repair he did on the Rainbow multi-play and slide. .
Mrs. Dinnin said that there are several breaks in the sportsfield fence and hedging along School Lane and the Parish Council should look at putting some money in budget to resolve the problem.
Mr. Smith and Mr. Meischke to inspect further breaks in the sportsfield hedging that runs along School Lane. **Action: J. Meischke/ M. Smith**
This item to be considered when setting the 2010/11 budget. **Budget 2010/11**
Mr. Poulton reminded Parish Councillors that because of the country's current financial situation the Parish Council will be under pressure to keep its precept as low as possible.

Environment Sub-Committee

Mrs. Dinnin reported on the following items.

- **Allotments**
Adam Welch has finished the clearance work on the allotments and three new plots have been created. These new plots have subsequently been rented out. There are currently three people on the waiting list.
Mrs. Dinnin inspected the allotments today and identified four plots that were not being cultivated. A letter was sent to Jackie Reed on 24th June asking her to cultivate her plot; however, it has still not been cleared. It was agreed that if she does not clear her plot within the next month the Parish Council write giving her notice of termination of her tenancy agreement. **Action: C. Dinnin**
Mrs. Dinnin agreed to speak to Carla Beach about her uncultivated plot. **Action: C. Dinnin**
Mr. Meischke will speak to John Phillips about his uncultivated plot. **Action: J. Meischke**
Mrs. Dinnin said she needed to identify which tenant is on the fourth uncultivated plot. **Action: C. Dinnin**
Discussion took place about vehicles accessing the allotments site. Mr. Poulton said that the Datchworth allotments have blocked off their entrance road to vehicles because of the problem they were having.
Mrs. McCash said she hoped that Watton-at-Stone would not resort to doing something similar, as it would be almost impossible for most allotment holders to tend to their plots without being able to bring equipment etc onto the site by car. She said that disabled access should be improved on the allotments.
- **River footpath from Walkern Road to the Lammas**
Mrs. Dinnin said that the Parish Council wrote to Mr. Abel Smith in October 2009 concerning three branches overhanging the footpath that runs adjacent to the riverbank between the Lammas and Walkern Road which are causing a problem for pedestrian usage. Mr. Abel Smith agreed to inspect the footpath, however the overhanging branches have never been cut back.
It was agreed to speak to Nick Fox, the Abel Smith Estate woodsman, asking him if any work was going to be carried out. **Action: N. Poulton**

- **Grass Cutting**
Blue Bury Contractors have completed the grass cutting at both Watton Green and the Lammas.
Mrs. Dinnin said that both areas are looking good.

b) Routine reports

i) Fire-alarm test

The fire-alarm was tested by Mr. Poulton this afternoon.

ii) Monthly village-report

Mr. Smith completed the July monthly village-report.

Only the adverse items highlighted in the monthly village-report are minuted.

- **Cricket Club shed** – graffiti on the shed walls.
Refer to item 8 a, Community Hall Trustees - Area around the Cricket Club shed including graffiti.
- **Grass cuttings under hedge** – Mr. Smith suggested that the Cricket Club grass cuttings should be spread rather than dumped under the hedge.
- **Community Hall** - there are one or two broken roof tiles. No action required at this stage.
- **Litter bins** – most of the litterbins were full during the inspection, but have subsequently been emptied.
- **Great innings play area** – there are splits in the seats and the matting at the top of the slide is a trip hazard.

Parish Councillors discussed whether they should continue to inspect the Great Innings play area, which is owned by East Herts Council. Mr. Harris proposed that the Parish Council discontinue the monthly inspection of this area. Mrs. McCash seconded the motion and all present were in favour.

It was agreed to write to East Herts Council informing them that the Parish Council carried out their final inspection on the Great Innings Play area in July and informing them of the problems identified.

Action: J. Allsop

- **Allotments** – nettles and Christmas tree

Mrs. Dinnin and Mr. Smith to inspect the area and decide what action should be taken.

Action: C. Dinnin/M. Smith

- **Salt bins** – some of the salt bins need filling. Mr. Poulton said that Hertfordshire Highways will fill all the salt bins in October and there is no need for the Parish Council to chase them in September.
- **War Memorial** - one of the bushes has died and needs replacing in autumn.

This item to be placed on the September agenda.

Agenda: 09/10

iii) Weekly sportsfield-report and action

During his weekly inspection, Ted Brown highlighted the following.

- Graffiti on the Cricket Club shed
- Ted Brown deposits the litter he collects daily in his own black bin. Mr Poulton has arranged for East Herts Council to empty the black bin weekly (instead of fortnightly) and for an additional bin to be supplied to Ted Brown.

Mr. Poulton said that while Ted Brown was away for three days he carried-out his litterpicking duties and filled up Ted Brown's black bin in three days.

iv) Website

The following documents to be uploaded onto the Watton-at-Stone website.

- Fire exit plan
- Emergency evacuation procedure
- Hire agreement.

v) Website diary

None.

9 Correspondence received

a) E-mail (dated 14th June) re Sustainable Communities Act proposals

In February 2010, the Parish Council wrote to Oliver Heald asking him to support the Sustainable Communities Act Amended Bill and he confirmed that he was an early signatory in support of the bill.

Steve Shaw, in his e-mail dated 14th June confirmed that the Sustainable Communities Act was passed into law in the final days of Parliament before the general election was called. Steve Shaw asks the Parish Council to urge the government to agree the Sustainable Communities Act proposals by e-mailing our local MP and Greg Clerk (Minister of State, Communities and Local Government).

The Parish Council agreed not to take any action.

b) East Herts Council – Introduction to East Herts LDF Core Strategy issues and options consultation

Mr. Poulton said that the East Herts Council consultation meetings (to be held in the Council Chambers at Bishops Stortford on Monday 26th July and at Wallfields, Hertford on 29th July) are very important because they will identify building location sites up to the year 2031 plus the number of houses required to be built. The growth of Watton-at-Stone could be very substantial and would be in addition to developments already identified.

Mr. Poulton and Mr. Smith, all agreed to attend the consultation at Hertford. East Herts Council to be notified accordingly.

Action: J. Allsop

c) Hertfordshire County Council - New Definitive Map of Public Rights of Way for Hertfordshire

All Parish Councillors were forwarded a copy of an e-mail from David Bambury (Rights of Way Technical Officer, Hertfordshire County Council), dated 6th July, notifying us that the 2010 version of the Definitive Map & Statement of Rights of Way for Hertfordshire is now available on-line.

The Watton-at-Stone website already has a link to the site in the Open Spaces and Walks/Public Footpaths section (<http://watton-pc.org.uk/Open-Spaces-and-Walks/Public-Footpaths.html>).

d) Hertfordshire Local Access - 2nd LAF Conference on 9th October 2010

The Clerk e-mailed all Parish Councillors details on the 2nd LAF conference. Mr. Poulton said it was not particularly important that the Parish Council attends this workshop. Any Parish Councillor wishing to attend should contact the Clerk.

10 Village organisations

- **Watton Youth Drop Inn:** Nothing to report.
- **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 War Memorial Hall Management Committee:** Nothing to report
- **Watton-at-Stone Pre-School Playgroup**
Mrs. Dinnin said that she had not recently been invited to any of the Pre-School Playgroup meetings. She agreed to contact them about this issue. **Action: C. Dinnin**
- **Watton-at-Stone Scout & Guide Group**
Mr. Poulton said that Carole Moore is seriously considering giving up her leadership of the Watton-at-Stone Beaver Group in December in 2010.
At a recent meeting of the Scout and Guide Group, consideration was being given for the possible amalgamation of the Scout Hut with the Sports and Social Club.
The next meeting of the Scout and Guide Group is on 30th October.
- **Watton-at-Stone Sports & Social Club**
At a recent meeting of the Sports and Social Club, the Football Club were interested to know how the Parish Council arrives at their annual hire charge to the Sports and Social Club. Mr. Knight spent a lot of time working the figures out ready for the next Sports and Social Club meeting but nobody from the Football Club turned up.
- **Police Authority**
Mrs. McCash said that the next Police Locality meeting will take place on Tuesday 27th July at 1930.
- **River Beane Restoration Association**
Mr. Knight said that the River Beane Restoration Association has been in contact with the World Wild Life Fund (WWF) and Oliver Heald MP about the River Beane environment.

11 Items for Parish News

The following items were identified for inclusion in the September 2010 issue of the Parish News.

- Include the Village Directory as an insert or tear out page. **Action: I. Knight**
- Invitations to tender for decoration work at the Community Hall. **Action: J. Allsop**
- **The meeting closed at 21.22.**
- **The date for the next Parish Council meeting is Tuesday 14th September 2010.**