

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 14th September 2010

Present: Mr. John Meischke (Chairman) Mr. Michael Smith (Vice-Chairman)
 Mr. Charles Clark Mr. Denis Filer
 Mr. Iain Harris Mrs. Helen McCash
 Mr. Nigel Poulton The Clerk (Mrs. Jane Allsop)

Public: Jane Orsborn and Bob Downing (Architect) - left 1938

1 Apologies for absence

Apologies for absence were received from Mrs. Christine Dinnin, Mr. Ian Knight and Mr. David Stock.

2 Public Participation

None.

3 Chairman's/Clerk's Report

Mr. Meischke had seven additional items for this meeting.

- **Leave of absence**
 Mr. Meischke said that Mr. Stock has requested a three-month leave of absence from the Parish Council, due to personal reasons. This was unanimously agreed.
 Mr. Meischke to ask Mr. Stock if he wishes to remain on the circulation list during his leave of absence.
Action: J. Meischke
- **Planning application - 2 Old School Orchard**
 This item to be discussed under 7 a iii.
- **Planning application - 6 The Beaneside**
 This item to be discussed under 7 a iv.
- **BDO Stoy Hayward – Annual return**
 This item to be discussed under 9a, Budget and Finance Sub-Committee.
- **CDA for Hertfordshire – Annual Subscription**
 This item to be discussed under 9a, Budget and Finance Sub-Committee.
- **E-mail from Mr. Stock**
 Refer to item 9 b iv, Website.

4 Declaration of Interests

- Mr. Poulton declared a non-pecuniary interest in item 7 a ii and iii, Planning applications 2 Old School Orchard (Mr. Poulton has been helping with the application papers).
- Mr. Poulton declared a non-pecuniary interest in item 10 b, Correspondence received - CDA for Herts - AGM invitation (Mr. Poulton is the Vice-Chairman of CDA).
- Mr. Poulton declared a non-pecuniary interest in item 10 e, Correspondence received - East Herts Council - Independent remuneration panel (Mr. Poulton is a District Councillor).

5 Presentation – planning proposals for the Waggon and Horses site

Mr. Poulton welcomed Jane Orsborn and Bob Downing (Architect).

Parish Councillors studied the plans to change the Waggon and Horses public house (which is a listed building) into a three bedroomed residential dwelling and build two additional four bedroomed properties at the rear of the site, which backs onto the River Beane. The existing building is in a poor state of repair. The toilet block, which is an extension, will be demolished improving visibility on exiting the site.

The existing outbuildings will be converted into three double garages for the three properties with additional parking in front of the garages. A wall will be constructed around the Waggon and Horses dwelling to form a private garden and separate the area from the new development. A glazed extension will be built at the rear of the existing property.

A public consultation of the proposed development plans has been arranged for Monday 27th September from 1930 - 2030 in the Community Hall. Following that meeting, a planning application will be submitted to East Herts Council.

Mr. Meischke asked the architect to look at improving the visibility problems at the Walkern Road bridge over the River Beane.

Jane Orsborn and Bob Downing left the meeting.

6 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 13th July 2010**
Mr. Filer proposed that the minutes 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.

b) Review of actions

- **Arrange to have 'Peep in the Past' video copied to DVD :outstanding** **Action: J. Meischke**
- **Show the plans for 90 Hazeldell to the neighbouring residents: completed.**
- **Write to planning department re Blue Hill Farm, Walkern Road (3/10/0769/FP): completed.**
- **Arrange for the Village Directory to be included in the next issue of the Parish News: completed.**
- **Draft a letter to send to Inspector Jon Speed re policing problems in the village**

Mrs. McCash said that she had not drafted a letter to Inspector Speed because following a locality meeting she attended with Mr. Filer, she felt that the policing problems in the village had been resolved. Although the locality meeting was poor, she had a constructive conversation with various members of the police after the meeting. Subsequently, the police had been excellent in dealing with the break-in at the Parish Church and to the arrival of travellers in the village during August. Although it was ultimately the landowner who was responsible for the travellers leaving the village.

Mr. Poulton said he had not personally seen any police presence in the village recently and felt that we were not receiving the service we had when PCSO Paul Weston was covering our area.

After discussion on the cutbacks of PCSO's, it was agreed that it was important that the police regular visit the village so that the parish does not see a return to the vandalism that has occurred in the past.

Mrs. McCash agreed to draft a letter to Inspector Speed thanking the police for their prompt attention to recent events that have occurred in the village and expressing the Parish Council's concern that PCSO's are not stopping in the village but are just driving through the area. The draft letter to be e-mailed to Mr. Poulton for his comments.

Action: H. McCash

Mr. Poulton to comment on the draft letter and instruct the Clerk to write to Inspector Speed accordingly.

Action: N. Poulton/J. Allsop

Mrs. McCash agreed to give Parish Councillors the police 'Airwave' telephone number, which enables direct contact to named members of the police such as our local PC and PCSO.

Action: H. McCash

- **Place Rural Parish Conference literature on circulation: completed.**
- **Place the outline proposals for 14 self-catering Eco holiday lodges on circulation: completed.**
East Herts Council have refused planning permission for the eco holiday lodges.
- **Meet on site at the Mill Pond with Gareth Smith and Nick Fox**
Refer to item 8 d, Specific items - Volunteer work by GSK (Glaxo Smith Klein) teams.
- **E-mail Parish Councillors Mrs. McCash's 1st quarterly inspection of accounts report: completed.**
- **Place a hard-copy of 1st quarterly inspection in the 2010/11 accounts: completed.**
- **Discuss changes to Asset register and instruct Clerk accordingly: completed.**
- **Amend Asset register as instructed**
Refer to item 9 a, Budget and Finance Sub-Committee - Updated Asset Register for Community Hall and Parish Council.
- **Make the additional comments required on the Risk Assessment: outstanding.** **Action: D. Filer**
- **Include in the Community Hall casual hire agreement leaving the facilities in a tidy condition**
Refer to item 9 a, Community Hall Trustees - Amendments to hire agreement.
- **Upload onto Watton-at-Stone website the fire exit plan, emergency evacuation procedure and hire agreement: completed.**
- **Place notice in the Parish News inviting tenders to quote for the decoration work in the Community Hall: completed.**
Mr. Poulton said that there has been a good response to the notice and he will report on this item when all quotations for the Community Hall decoration work have been submitted.
- **Ask the Sports and Social Club to contact the Cricket Club re clearing the area around cricket shed and the removal of graffiti from the shed walls**
The Cricket Club have agreed to remove the rubbish and graffiti.

- **Keep Parish Councillors updated about blocked sewage pipes near the Community Hall: completed.**
 - **Contact Fire Protection Services asking them to quote for carrying out a fire risk assessment**
Refer to item 9 a, Community Hall Trustees - Fire Risk Assessment.
 - **Look up the maximum number of people allowed in the Pavilion, Main Hall and Meeting Room and include these figures in the Community Hall hire agreement**
The maximum number of persons permitted in the Community Hall building is as follows.
 - Pavilion 100 persons
 - Main Hall 290 persons
 - Meeting Room 40 persons
 These figures have been included to the Community Hall hire agreement.
 - **Contact Keith Burgess re annual electrical inspection**
Refer to item 9 a, Community Hall Trustees - Annual electrical inspection.
 - **Contact James Turner Limited re annual boiler and heating inspection**
Refer to item 9 a, Community Hall Trustees - Annual boiler and heating inspection
 - **Inspect breaks in the sportsfield hedging that runs along School Lane**
Mr. Meischke and Mr. Smith have inspected the sportsfield hedge and agreed that the Budget and Finance Sub-Committee should consider putting in a budget provision for additional planting in year 2011/12.
Budget: 2011/12
 - **Write to Jackie Reed re her uncultivated allotment plot: completed.**
 - **Speak to Carla Beach about her uncultivated allotment plot**
The Parish Council has written to Carla Beach asking her to cultivate his plot.
 - **Speak to John Phillips about his uncultivated allotment plot**
Refer to item 9 a, Environment Sub-Committee - Allotments.
 - **Identify which tenant is on the fourth uncultivated allotment plot: completed.**
 - **Speak to Nick Fox (the Abel Smith Estate woodsman) re branches overhanging footpath**
Refer to item 9 a, Environment Sub-Committee - River footpath from Walkern Road to the Lammas.
 - **Write to East Herts Council re Great Innings Play area: completed.**
 - **Inspect nettles and Christmas tree on allotments and decide what action to take**
Refer to item 9 a, Environment Sub-Committee - Allotments.
 - **Inform East Herts Council of Parish Councillors attendance at LDF Core Strategy consultation meeting: completed.**
 - **Contact Pre-School Playgroup re attending meetings**
Mrs. Dinnin was not present at the meeting to comment on this item. **Action: C. Dinnin**
 - **Write Parish News entry for September issue: completed.**
- b) Action points outstanding for more than two months**
- **Contact the residents of the 14 properties in Whempstead re notice board usage**
Mr. Clark has drafted the following letter, which he proposed be send to all Whempstead residents.
‘Re: Parish Council Notice Board
As you may be aware, Watton at Stone Parish Council have a notice board attached to a barn at Whempstead Gate Farm. This board is no longer weather-proof and is beyond repair. A new board of a suitable standard would cost the parish Council over £200.
As the Parish Council use the Parish News and have a web site (www.watton-pc.org.uk) for providing up to date information we are proposing to remove the old board and not replace it.
If you have any objections to this proposal, please let us know either by email to the Clerk of the Parish (clerk@watton-pc.org.uk) or if you prefer by letter addressed to the Clerk to the Parish Council at 9 Beane Road, Watton-at-Stone, SG14 3RG.
Alternatively, you can telephone me on 01920 830423.’
Mr. Meischke seconded the motion and all present were in favour. **Action: C. Clark**
Whempstead notice board to be placed on the November Parish Council agenda. **Agenda: 11/10**
 - **Send a signed copy of the Community Hall accounts to McCash and Hay: Outstanding** **J. Allsop**

7 Planning

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

a) Applications

i) 1 Blue Hill Farm Cottages (3/10/0917/FP/LP)

Single storey front/side extension

Mr. Meischke said that Mr. Knight dealt with the plans for this application and had spoken to the residents at 3 Blue Hill Farm Cottage, who were in support. The residents of numbers 2 and 4 Blue Hill Farm Cottages could not be contacted because they were away on holiday.

Mr. Knight then discussed the plans with Mr. Smith and Mr. Meischke and instructed the Clerk to write to East Herts Council informing them that we have no comment on this application.

ii) 2 Old School Orchard (3/10/1360/FP/JS)

Replacement detached single garage

Mrs. McCash said that she visited numbers 1, 3 and 4 Old School Orchard who had no objections to the plans. She was unable to contact the residents at 5 Old School Orchard.

Mr. Stapleton (3 Old School Orchard) was not happy with the proposed colour of the brick, which does not match his adjoining yellow brick garage. Mr. Stapleton will be writing to the planning department about the brick colour.

After reviewing the plans, it was agreed that the Clerk writes to East Herts Council informing them that we have no comment on this application.

Action: J. Allsop

iii) 2 Old School Orchard (3/10/1577/FP/JS)

Erection of replacement dwelling (Revised drawing to incorporate basement)

Mr. Poulton said that the plans for the basement do not include any external windows and therefore can only be used for storage and not living purposes. Mr. Poulton took no further part in the discussions.

After reviewing the plans, it was agreed that the Clerk writes to East Herts Council informing them that we have no comment on this application.

Action: J. Allsop

iv) 6 The Beaneside (3/10/1581/FP/JS)

Single-storey side extension incorporating raised glazed rooflight, glazed balcony and steps to existing lower terrace

Mr. Poulton said that this small extension is on the right-hand side of the property, against its boundary and does not affect the neighbouring properties.

After reviewing the plans, it was agreed that the Clerk writes to East Herts Council informing them that we have no comment on this application.

Action: J. Allsop

b) Decisions

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

Ground floor front extension

- East Herts Council – permission granted

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

Installation of air conditioning condensing unit

- East Herts Council – permission granted

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

Stables and exercise arena within the land adjoining detached dwelling

-East Herts Council – permission granted

A copy of the decision notice to be e-mailed to all Parish Councillors.

Action: J. Allsop

8 Specific items

a) Modify village directory

The modified Village Directory (version 09/2010) was incorporated in the September issue of the Parish News as a tear out back page and has been delivered to all households in Watton-at-Stone.

b) Street lighting

Mr. Poulton said that due to the current government cut backs it is most unlikely that the street lighting in Watton-at-Stone will be upgraded in the foreseeable future.

c) Salt bins

It was agreed to write to Eralp Yuclet (Assistant District Manager, Hertfordshire Highways) asking him to arrange for the salt bins in the village that are either empty or part full to be filled.

Action: J. Allsop

d) Volunteer work by GSK teams

Mr. Meischke said that the GSK (Glaxo Smith Klein) team of volunteers have done an excellent job of rejuvenating the Mill Pond area.

The MPPA kicker board painting has not gone to plan because GSK underestimated the amount of volunteers required and the two spray guns provided used more paint than anticipated and therefore there was not

enough paint to complete the job. Mr. Meischke said about a third of the inside of the kicker boards still needs painting and the entire outside.

GSK have several teams of volunteer workers and another team is prepared to complete the painting work required at the MPPA. The work is scheduled to be completed on 28th September.

They have also agreed to do some clearance work to the footpath on the wooded Lammas bank. The Clerk said that a small section of the Lammas bank, at the Walkern Road end, is in the ownership of the Abel Smith Estate. However, the remainder belongs to the Parish Council.

Mr. Meischke said that he hoped that GSK volunteer work would be an ongoing item.

Mr. Poulton suggested that the recently repaired seat in the High Street, adjacent to Mill Lane could be painted by one of the GSK volunteer teams.

Mr. Meischke to write a letter of thanks to Gareth Lewis conveying the Parish Council's gratitude for all the work that he and the GSK team of volunteers have done at the Mill Pond in Watton-at-Stone.

Action: J. Meischke /J. Allsop

9 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.

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

The accounts show that the Parish Council has paid East Herts Council £85 for the Planning application for the tennis court. It was agreed that this amount should be reimbursed from the Watton-at-Stone Community Hall Tennis Club Fund.

Action: J. Allsop

- **Authorisation of small payments**

Mr Filer said that a number of small payments had been made, where because it was necessary to move quickly, proper authorisation from the Parish Council had not been able to be given. For example, Mr. Poulton recently had to act quickly to secure the purchase of second-hand seating for the Community Hall. The total cost of the purchase was £51 for fifty seats and one bench seat.

Mr. Filer proposed that in this situation purchases could be authorised up to £100 by two persons, one being the Chairman or Vice-Chairman and the other being a member of the Budget and Finance Sub-Committee. The Clerk should receive notification of such purchases so that a proper audit trail can be established. Mr. Clark seconded the motion and all present were in favour.

It was agreed that the Clerk could continue to order cleaning materials for the Community Hall without seeking authorisation from the Parish Council or Community Hall Trustees.

- **BDO – notice conclusion of audit**

Mr. Filer reported that we had received 'a clean bill of health' from BDO LLP who carried out the annual statutory approval of the Parish Council accounts.

The Parish Council has displayed a notice of conclusion of audit on the Parish Council notice board.

Mr. Filer proposed the Parish Council approve BDO LLP's report on the audited accounts for the year ended 31st March 2010. Mrs. McCash seconded the motion and all present were in favour.

- **CDA – Annual subscription**

Mr. Filer proposed that the Parish Council renew their annual subscription with CDA for Herts (Community Development Agency). Mrs. McCash seconded the motion and all present were in favour.

- **Updated Asset Register for Community Hall and Parish Council**

Mr. Poulton and Mrs. McCash made changes to the layout of the Asset Registers. Mr. Poulton then went through the register and made additions and changes as and where appropriate. The Clerk then updated the Asset Register and went through the old accounts ledgers to obtain the dates and original purchase price of items on the register. She was not able to obtain any details for purchases before 1997.

All Parish Councillors have been issued with a copy of the updated Asses register.

Mr. Poulton said that he intends to modify the Community Hall register so that the asset contents are displayed by rooms (e.g. Pavilion, Main Hall, Meeting Room etc).

Action: N. Poulton

The Asset Registers to be reviewed annually just before the insurance renewal dates. (The Community Hall insurance is due on 1st April and the Parish Council insurance is due on 1st June).

Agenda: 03/11 and 05/11

Community Hall Trustees

Mr. Poulton reported on the following items.

- **Annual electrical inspection**

Keith Burgess has completed the annual electrical safety check and no problems were identified.

- **Annual boiler and heating inspection**

James Turners Limited will carry-out the annual boiler and heating inspection on 1st October.

- **Fire Risk Assessment**

Mr. Poulton reminded Parish Councillors that at the July Parish Council meeting it was reported that the regulations on Fire Risk Assessments have changed and the Community Hall needs to have a new assessment drawn up. Two quotations to carry-out a full fire risk assessment at the Community Hall have been received.

- Leather Consultancy Limited £290 plus VAT
- T & J Fire £475 plus VAT

Mr. Harris proposed that we accept Leather Consultancy Limited's quotation. Mrs. McCash seconded the motion and all present were in favour.

The Clerk to notify both companies accordingly.

Action: J. Allsop

The Clerk to give Mr. Poulton and Mrs. McCash the contact details for Leather Consultancy Limited.

Action: J. Allsop

- **Amendments to hire agreement**

The casual hire agreement has been amended to include the maximum number of persons permitted in the Community Hall building. In addition, the following text has been included under clause nine.

‘The Hirer shall leave the building in a good and clean condition. No Milk or perishable items must be left in the fridge or any other part of the building. All rubbish, including plastic bottles, must be removed from the premises.’

- **Chairs for the Community Hall**

Mr. Poulton has obtained fifty chairs and one bench seat for a total cost of £51. Although some of these second-hand seats have damage to the cloth areas, the chairs are in very good condition.

Mr. Poulton expressed his gratitude to Mr. Smith who used his van to transport the chairs from Hertford back to the Community Hall.

The old bench in the Pavilion, which was broken, has been disposed of.

- **Vandalism in and around the Community Hall**

There was a minimal amount of vandalism at the Community Hall during the summer holidays. Some of the external lighting cable near the notice boards was pulled down and Keith Burgess (electrician) has reinstated it. Two shoes were thrown up onto the roof, which Mr. Poulton then retrieved and gave to the police to see if they can obtain any fingerprints from them.

- **Annual playground inspection**

The annual playground inspection report has been received. The play area is generally in good condition and the trustees will discuss the report during its meeting on 5th October.

Agenda: Trustees 10/10

- **Windows in the Pavilion**

Mr. Poulton said the Community Hall is nearly 20 years old and maintenance is likely to cost more money from now on. He is obtaining quotations for the 2011/12 budget for replacing the Pavilion blinds.

There are some problems with the Pavilion windows. Trevor Blacktin has quoted £200 to replace a damaged window lock and ease the 12 other window locks. The work on each window will take between 15 to-20 minutes.

Mr. Meischke proposed that Trevor Blacktin be asked to do the work as soon as possible. Mrs. McCash seconded the motion and all present were in favour.

Trevor Blacktin to be instructed accordingly.

Action: N. Poulton

- **Changing room showers**

The footballers reported, at a recent meeting of the Sports and Social Club, that there is a problem with the showers delivering hot water.

James Turner Limited to be asked if they can investigate the problem with the showers during their visit to the Community Hall on 1st October.

Action: J. Allsop

- **Commemorative Ships Bell**

The Ann Fursland Commemorative Ships Bell has been stolen from the Pavilion. The bell was used to call cricketers in for tea. The Cricket Club are aware of the theft.

Recreation & Amenities

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

- **New Tennis Court**
The current tennis court planning application runs out in September and a new application has been submitted to East Herts Council.
- **Anti-social behaviour of footballers**
The issue of anti-social behaviour was discussed with the footballers at a recent meeting of the Sports and Social Club. The football club members took the discussion in good grace but did not know what could be done to stop the problem.
Mr. Poulton suggested that a PCSO be asked to attend a local match as a deterrent. The Sports and Social Club to ask referees to talk to the players before the start of play.
It was agreed that Mrs. McCash include in her draft letter to Inspector Jon Speed the Parish Council's request for police presence at football matches. **Action: H. McCash**
Mr. Smith said that the Sports and Social Club, who have met on a monthly basis, would now meet quarterly because of poor attendance.
- **Agree location of replacement tree to be planted on the sportsfield**
It was agreed to contact Dr. Anthony Norden to remind him that he kindly agreed to pay for the purchase and installation of a tree to replace the Oak tree removed from the sportsfield hedge opposite his property. **Action: J. Allsop**
It was agreed that the replacement tree should be planted in the far right hand corner by the bench seat.

Environment Sub-Committee

In the absence of Mrs. Dinnin, Mr. Smith reported on the following items.

- **Allotments**
Mr. Smith read from Mrs. Dinnin's report on the Allotments.
'Annual renewals are due to go out this month and three letters have already been sent to plots 40b, 41a and 36a about not cultivating their allotments.
Mr. Smith and I looked at the Christmas tree, which is partially overhanging the path and is on Bob Thurlow's plot. We also looked at a Chestnut tree which is on John Phillips allotment and we both feel that we should get quotes to remove these trees before they get too large and cause a similar problem to the tree we had removed from the allotment site earlier this year.
We looked at a smaller tree on plot 38b, the tenant was on her allotment and asked us not to cut it down and said that they always pruned it every year.
Have asked Adam Welch to deal with the sprouting tree roots on the allotments he cleared this summer.
John Meischke was going to speak to John Phillips about his allotment.'
Mr. Meischke said he did approach John Phillips about giving up his partially uncultivated plot and he agreed to give it some consideration.
Mr. Meischke agreed to talk to John Phillips about the removal of the Chestnut tree on his allotment plot and to ask him what his decision is on giving up the uncultivated part of his allotment. **Action: J. Meischke**
It was agreed that the smaller tree on plot 38 can remain for the time being but should be removed if it is not contained at its present size.
Mrs. Dinnin to ask Adam Welch to quote for the removal of the Christmas tree and the Chestnut tree. **Action: C. Dinnin**
- **Water supply on the allotments**
This item to be placed on the agenda for the October Parish Council meeting. **Agenda: 10/10**
- **Parish Paths Partnership (P3) Grant**
Mrs. Dinnin has requested a P3 grant application form for the year 2010/11. She will complete the form, requesting a £1,000 grant, on her return from holiday. **Action: C. Dinnin**
- **River footpath from Walkern Road to the Lammas**
Nick Fox, the Abel Smith Estate woodsman, has cut back the three branches overhanging the footpath that runs adjacent to the riverbank between the Lammas and Walkern Road. These were causing a problem for pedestrian usage.
Mr. Meischke has thanked Nick Fox for doing the work.
- **Grass strimming corner of Beane Road and Walkern Road**
Because the new owners of the bungalow at the corner of Beane Road do not keep the grass verge cut back, Adam Welch has been instructed to trim this area as and when needed to keep it under control.

- **War Memorial planting**

A holly bush in the War Memorial garden has died. Mr. Poulton to ask Jake Shepherd (Watton Nursery) for advice on replacement planting. **Action: N. Poulton**

b) Routine reports

i) Fire-alarm test

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

ii) Monthly village-report

Mr. Poulton completed the report on 12th September.

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

- **Sportsfield hedge**

Nick Whitehead to be asked to cut back the sportsfield hedge as soon as possible. **Action: J. Allsop**

- **Cricket Shed**

The graffiti has not been removed from the Cricket shed

- **Rainbow multi-play and slide**

There is a hole in the safety surface. The Trustees to decide what action should be taken at their meeting on 5th October. **Agenda: Trustees 10/10**

- **Salt bins**

Some of the salt bins need filling. Refer to item 8 c, Specific items – Salt bins.

iii) Weekly sportsfield-report and action

Mr. Smith said that the concrete around the manhole cover on the sportsfield is in urgent need of repair. It also needs cleaning out because the cover gets knocked off when the gang-mower drives over it and soil goes down into the drain.

It was agreed to contact Chris Kitts, East Herts Council, to ask for advice on what should be done and who is responsible to do the work. **Action: J. Allsop**

iv) Website

The Clerk said that Mr. Stock e-mailed her on 12th September as follows.

‘I shall not be attending the PC meeting and therefore would you please note the following re the website.

The Wagon and Horses needs to be removed and the related text reviewed and modified accordingly.

Please remove me as the contact for Badminton. This should now be Vernon Dunhill alone.

Also as a matter of interest, the replacement tree in Hazeldell, funded by Bryan Hammond, appears to have died (maybe due to a lack of watering?). I have seen more than one person from Herts Highways inspecting the tree as it is in its current state.’

The Clerk to update the website as requested by Mr. Stock. **Action: J. Allsop**

v) Website diary

The following entries to be put on the Google Calendar.

- Review of the Community Hall Asset Registers - March 2011.
- Review of the Parish Council Asset Registers May 2011.

The Clerk to act accordingly. **Action: J. Allsop**

10 Correspondence received

a) Hertfordshire Local Access Forum conference - 9th October

The Clerk e-mailed all Parish Councillors details on the 2nd LAF conference.

Any Parish Councillor wishing to attend should contact the Clerk. **Action: Parish Councillors**

b) CDA for Herts – AGM invitation

Mr. Poulton agreed to attend the CDA for Herts’ AGM on 21st September.

The Clerk to notify CDA for Herts accordingly. **Action: J. Allsop**

c) East Herts Council – Core Strategy Issues and Options Consultation - Local Development Framework

Mr. Poulton said that the consultation document on the Core Strategy Issues is very large. He said he was happy to appraise the document for Parish Councillors. The Parish Council need to answer the consultation questionnaire on the proposals if they hope to fight off additional development in the village.

An additional 8,500 properties need to be built by the year 2031. If development does take place in the rural villages, Watton-at-Stone (as a category A village) will be most affected due to its good travel links and local facilities.

Mr. Poulton has arranged for Michael Carver (East Herts Council Portfolio Holder) to attend a meeting on 30th September, at Datchworth Village Hall, to outline the proposals to local Parish Councillors. Mr. Poulton

urged as many Parish Councillors as possible to attend this important meeting. He suggested that at the October Parish Council meeting a small sub-committee should be formed to discuss the proposals and agree how best to complete the questionnaire.

d) Membership - Hertfordshire Association of Parish and Town Councils (HAPTC)

All Parish Councillors have been forwarded with HAPTC's e-mail inviting the Parish Council to take advantage of their special membership fee offer of £767. This would be for membership with immediate effect and renewal would not be due until April 2012.

Mr. Filer proposed that the Parish Council do not become members of HAPTC. The Parish Council is already a member of the Society of Local Council Clerks and HAPTC membership would not be a great benefit but a financial burden. Mrs. McCash seconded the motion and all present were in favour.

e) East Herts Council - Independent remuneration panel

Jeff Hughes (Head of Democratic and Legal Support services at Environment Sub-Committee) wrote on 27th August as follows.

'Independent Remuneration Panel

Council is currently looking to constitute (possibly by late September 2010) its Impendent Remuneration Panel (IRP) – a body that makes recommendations about the allowances paid to councillors.

At a recent council meeting, Members agreed to authorise the Monitoring Officer to identify potential suitable candidates from the following five "constituencies":

- a) former East Herts District Councillors;
- b) the East Herts business community;
- c) other public sector bodies with a presence in East Herts (e.g. Primary are Trust);
- d) existing or former members of local authorities IRP's (within or outside Hertfordshire), and
- e) members of East Herts Town/Parish Councils (excluding anyone who is also a Member of a Principal Authority).

I would be grateful for your assistance with regard category (e) above. Please circulate this information to Members of Watton-at-Stone Parish Council. At this stage, I'm just looking for "expressions of interest". If anyone requires further information then they can contact me directly.'

Mr. Smith and Mr. Filer expressed an interest in being on the Independent Remuneration Panel.

The Clerk to notify Jeff Hughes accordingly.

Action: J. Allsop

11 Village organisations

• **Watton Youth Drop Inn**

Mr. Poulton said that the Watton Youth Drop Inn have started meeting again after their summer holiday recess and attendance continues to be very good.

• **Watton-at-Stone School Governors**

Mr. Clark said that he had been re-elected as Chairman of the Governors for another year.

• **Watton-at-Stone Neighbourhood Watch**

Mrs. McCash said that she is looking for new Neighbourhood Watch volunteers in the village, in particular for Motts Close and Moorymead Close.

Mr. Clark suggested that she could include an article in the next school newsletter. Another suggestion was delivering fliers in the areas that volunteers are needed.

Action: H. McCash

• **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:** 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

The following item was identified for inclusion in the October 2010 issue of the Parish News.

• GSK volunteer work in the village.

The Clerk to write the entry accordingly.

Action: J. Allsop

• **The meeting closed at 2122.**

• **The date for the next Parish Council meeting is Tuesday 12th October 2010.**