

## Minutes of the meeting of the Wotton-at-Stone Parish Council held in the Community Hall on Tuesday 15<sup>th</sup> November 2011

Present:	Mr. John Meischke (Vice-Chairman)	Mrs. Christine Dinnin
	Mr. Denis Filer	Mr. Ian Knight
	Mrs. Helen McCash	Mr. Nigel Poulton
	Ms. Emma Waltham	The Clerk (Mrs. Jane Allsop)
Public:	Sarah Jones and Neil Russell (130 High Street)	

### 1 Apologies for absence

Apologies for absence from Mr. Michael Smith, Mr. Stock and Mr. Iain Harris.

### 2 Public Participation

#### Item 7 g) Village traffic and parking concerns

This item was brought forward to allow Sarah Jones and Neil Russell to participate in discussions about traffic issues in the area of their residence at 130 High Street.

At the October Parish Council meeting, Mr. Filer reported that he had e-mailed PC Andy Woodward several times concerning the new residents at 130 High Street parking on the pavement at the entrance of Rivershill and outside their property.

Following a visit from PC Andy Woodward, Sarah Jones and Neil Russell then requested that the Parish Council copy them with all correspondence relating to parking outside 130 High Street since their arrival in the village earlier this year. The Parish Council complied with this request.

Mr. Meischke welcomed Sarah Jones and Neil Russell and invited them to speak.

Sarah Jones explained that they only moved to Wotton-at-Stone on 1<sup>st</sup> July 2011. Their residence is at the former Post Office located in the High Street opposite the entrance of Rivershill. From the day of their arrival, they noted high speeding vehicles driving past their property, especially at around 0600 in the morning and late at night. This included bad behaviour from drivers, who when seeing their car parked outside their residence, would blow their horn at unsocial hours of the day and night.

Sarah Jones and Neil Russell contacted the police re parking of their vehicle and were subsequently visited by PCSO Sally Brooks who spent two hours with them discussing their parking issues. During this time, she and a colleague showed them how they could park their vehicle outside their residence. This involved two wheels being up on the curb, whilst still allowing pedestrian and wheelchair access and ensuring that the driver line of sight down the road was good.

Sarah Jones said that having seen the e-mails sent to her by the Parish Council and those she is in receipt of from the police, that it was very evident that PC Andy Woodward was e-mailing the Parish Council a very different story to the one they were being given.

Mr. Meischke thanked Sarah Jones and Neil Russell for explaining to Parish Councillors that the police had endorsed parking outside 130 High Street, which is a fact that PC Andy Woodward had failed to tell the Parish Council.

The Parish Council has always been concerned about parking along this stretch of the High Street, because it obstructs visibility at a bend in the road and they thought that the police had always supported them on this issue. Mr. Meischke said that the Highway Code states that it is advisory not to park opposite or within 10 metres (32 feet) of a junction, except in an authorised parking space.

On behalf of the Parish Council, Mr. Filer thanked Sarah Jones and Neil Russell for parking in Rivershill and no longer parking outside 130 High Street.

Mrs. McCash said that the Parish Council are very conscious about speeding in the village and the police carry out regular checks within this area. Mr. Poulton said that the results of these tests, which are carried out during the day, did not show a speeding problem in this area. Neil Russell said that this would be a very different story if the checks were done at 2300 at night or 0600 in the morning.

Mr. Poulton said that the Parish Council would continue to press for more speed checks in the village.

Sarah Jones said that there is very poor signage in this area and that road markings are deteriorating.

Parish Councillors thanked Sarah Jones and Neil Russell for attending the meeting.

Sarah Jones and Neil Russell left the meeting.

### 3 Chairman's/Clerk's Report

Mr. Meischke had one additional item.

- **Planning application for 46, Great Innings North** - this item to be discussed under 6 a, iv, planning applications.

## 4 Declaration of Interests

Mr. Meischke declared a personal interest in item 6 a i, Planning - 3 White House Close (Mr. Meischke lives adjacent to 3 White House Close at 64 Rivershill).

Mr. Filer declared a personal interest in item 6 a i, Planning - 3 White House Close (Mr. Filer's daughter lives adjacent to White House Close).

Mrs. McCash declared a pecuniary interest in item 6 a iii, Planning - 7 Beane Road (the applicant is a client of Mrs. McCash).

Mr. Meischke declared a pecuniary interest in item 6 a iii, Planning - 7 Beane Road (the applicant is a client of Mr. Meischke).

## 5 Minutes of the last meeting

### a) Acceptance

- **Minutes of the Parish Council meeting held on Tuesday 18<sup>th</sup> October 2011**

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

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

### b) Review of actions

1. **Return circulation re Standing Orders to Mr. Smith**

Ms Waltham said that not all Parish Councillors had seen the circulation item on Standing Orders, one of these was Mr. Meischke, so she had given the papers to him.

2. **Draft letter to Chief Inspector John Speed re policing in Watton-at-Stone**

Mrs. McCash read out her draft letter to be sent to Chief Inspector John Speed. Parish Councillors agreed the content and that the letter should be sent from the Chairman of the Parish Council.

**Action: J. Allsop**

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

1. **Update Standing Orders document and e-mail to all Parish Councillors**

This action point cannot be completed until the Standing Orders document comes back from circulation.

**Action: J. Allsop**

### d) Action points resolved

1. Report all policing incidents via the 101 non-emergency number
2. Place a notice in the Parish News re the website banner
3. Write to contractors asking them to quote for work to Oak tree on sportsfield
4. Send a bus shelter questionnaire to all Parish Councillors
5. Include 6-monthly accounts report in the Community Hall and Parish Council accounts for 2011/12
6. Inform Mr. Harris of Budget and Finance Sub-Committee meeting date
7. **Give Mr. Filer budget items for 2012/13 as soon as possible**  
The Budget and Finance Sub-Committee meeting to discuss the 2012/13 budgets will now take place on Tuesday 6<sup>th</sup> at 1700 in the Community Hall and not as previously arranged for Tuesday 22<sup>nd</sup> November.
8. Laminate gritting notices to go up in the Community Hall
9. Work out a strategy for the future of the external toilets
10. Ask John Phillips to re-open the outside toilets daily
11. Give Mr. Smith the details of wrought iron fencing contact
12. Obtain quotations for specimen trees, seating and the fencing for jubilee area on the Lammas
13. Give Mr. Smith name of the person who does metal work
14. Inspect see-saw spring sit-on and take action as required
15. Ask Adam Welch to inspect the tree branches overhanging the MPPA and quote to cut back as required
16. Notify Roger Green about Parish Council's decision re bee keeping on the Allotments
17. E-mail all Parish Councillors letter from Simon Drinkwater
18. Write to Hannah Brownlow
19. Copy recent correspondence from and to Mrs. Brownlow to all Parish Councillors
20. Return Parking transport survey questionnaire to East Herts Council
21. Inform East Herts Council that Mr. Smith and Mr. Poulton will attend LDF briefing session
22. Ask the Cricket Club to spread grass cuttings evenly and not put them under the hedge
23. Write article for October issue of Parish News

## 6 Planning

### a) Applications

#### i) 3, White House Close (3/11/1647/FP)

Two storey side and single storey rear extensions

Mr. Meischke and Mr. Filer took no part in the decisions.

Mr. Harris instructed the Clerk to obtain hardcopies of the plans for this application because the details were very small on an A4 printed sheet. However, she was unable to do so because it is no longer East Herts Council's policy to provide hardcopies.

The neighbours affected by this property are Mr. Meischke and Mr. Filer's daughter, and both have viewed the plans.

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

#### ii) Ballacraine, Walkern Road (3/11/1457/FP)

Demolition of existing building and erection of a single storey dwelling and associated garage

Mr. Poulton visited the site, which is between the property Ballacraine and Mr. Smith's property at Blue Bury Farm. He said the proposed dwelling would clear up an ugly site.

Parish Councillors looked at the plans and agreed to write to East Herts Council supporting the application. Action: J. Allsop

#### iii) 7, Beane Road (3/11/1878/FP)

Erection of two storey side extension and single storey rear extension

Mr. Meischke read out Mr. Harris's email concerning 7 Beane Road. In this e-mail, he stated that he had met with the residents at 6 Beane Road, who had no problems with the modification to the front and side of the property but consider the back extension is too large. This application shows a three-metre extension. The size of extension means that the rear of 7 Beane Road will be significantly out of line with the adjacent properties.

Mr. Harris views were that "the extent of the rear extension is an excess of development. It takes the property downstairs, from living room, dining room and kitchen and adds a family and breakfast room and changes the dining room to a study. The Parish Council may wish to voice an objection on the basis that the proposed 3 metre rear extension/addition is an overdevelopment having regard to the sizes of the adjacent houses".

Parish Councillors studied the plans and after discussion endorsed Mr. Harris' recommendation.

The Clerk to write to East Herts Council accordingly. Action: J. Allsop

#### iv) 46 Great Innings North (3/11/1898/FP)

Conversion of garage to habitable accommodation

After discussion, and because it is the Parish Council's policy to oppose garages being converted into accommodation, it was agreed that we object to this application on basis that the loss of a parking space is likely to lead to increased parking either on-street or on the frontage of the site.

The Clerk to write to East Herts Council accordingly. Action: J. Allsop

### b) Decisions

#### i) Land East Of Walkern Road and North and West Of High Elms Lane, Benington (3/11/1190/FP)

Erection of a single wind turbine of up to 86.5m in height, substation, access tracks and ancillary infrastructure. -East Herts Council permission refused

## 7 Specific items

### a) Queen's Diamond Jubilee celebrations - meeting held on 26<sup>th</sup> October

Mr. Meischke reported that he chaired the Jubilee celebration meeting held on 26<sup>th</sup> October.

He said that apart from himself, Mrs. Dinnin and Mr. Knight also represented the Parish Council. Nine members of the public also attended (namely: Sue Meischke, Ann Poulton, Chris Fowler, Harry Slater, Cecilia Hornsby, Tracey Common, Terry Askew, Mo Askew, Sally Aknai and Jane Allsop).

Ideas for the Jubilee celebrations were discussed and it was noted that the Church Fete was taking place on Monday 4<sup>th</sup> June and this was the main village event of the bank holiday weekend.

The following ideas were put forward.

- picnic on the sportsfield
- pig roast/barbeque
- live music
- parade
- Commemorative mugs for the children of the village.

The date for a sportsfield event was discussed and it was suggested either the Sunday or Tuesday would be best.

Parish Councillors agreed it was a difficult weekend to hold the Church Fete because all villages in the area will be holding their own jubilee celebration and therefore visitor numbers to the village are likely to be low.

Mr. Poulton was pleased to announce that Barrett Homes have agreed to sponsor the Jubilee village celebrations to the sum of £3000. If the Parish Council wishes to accept this donation then they will have to be responsible for running the Jubilee celebrations. Mr. Poulton said he would be happy to chair a sub-committee if required.

Parish Councillors discussed this issue and agreed that the Parish Council should have overall responsibility for the Jubilee celebrations. However, residents of Watton-at-Stone will also be involved and invited to attend the Jubilee celebrations meetings.

**b) Bus shelter**

It was agreed to defer discussion of this item until September 2012.

**Agenda: 09/2012**

**c) Station Road development**

Mr. Poulton has been in regular contact with the Barratt Homes contractors over the development in Station Road. They plan to turn off the electricity in the Station Road area for a short while at some time in the future. This will not affect too many residents who will all be informed well in advance of any electricity cuts taking place.

The development work is progressing well. The concrete towers have been moved away from existing properties in Glebe Close.

Mr. Poulton agreed to talk to the developers about parking problems at the entrance to Hazeldell.

Mrs. McCash said that the dropped curbs, which are used by Mum's with pushchairs and electric wheelchair users, are being regularly blocked by the contractors' vehicles. Mr. Poulton said he was trying to persuade Hertfordshire County Council to allow Barrett homes to rent the yard situated in Station Road between Moorymead Close and Hazeldell for parking.

**d) Great Innings play area**

Ms. Waltham said that Jonathan Hart (East Herts Council) had responded to the request for gates on the Great Innings play area. In his e-mail of 21<sup>st</sup> October he said, "Gates have not been placed at this playground as the playground does not open onto the road, gates are only provided on most occasions for this reason, if they are provided it is only to prevent access to dogs not to stop children from exiting the play area".

Following a series of e-mails to and from Jonathan Hart, Ms. Waltham said that Mr. Smith suggested to her that she ask East Herts Council to consider the idea of the Parish Council paying and installing gates on the Great Innings play area. Ms. Waltham said that she instructed the Clerk to e-mail Jonathan accordingly, however to date no reply has been received.

This item to remain on the agenda.

**Agenda: 12/11**

**e) Allotments lease**

Rumball Sedgwick e-mailed on 19<sup>th</sup> October as follows.

'I refer to the solicitors fees in regards to the drawing up of the allotments lease. The legal costs are £800 plus VAT and disbursements.'

Having sort the advice of Mr. Harris, the following e-mail was sent to Erin Keenan (Rumball Sedgwick) on 26<sup>th</sup> October.

'Thank you for your email indicating that the legal costs are £800 plus VAT and disbursements.

Having taken the opinion of the councillors, one of whom is a practising solicitor, they consider this is at the very top end.

The last lease granted in 1994 cost the PC £250.50 plus VAT. In the circumstances, we would ask that you look again at the cost with a view to bringing it nearer the previous charge.

Also can you tell us what the disbursements are and the sum proposed.'

To date, Erin Keenan has not replied to this e-mail.

**f) Website banner**

The Parish Council has received three responses to their Parish News insert asking for someone to design a banner for the Watton-at-Stone website.

After discussion, it was agreed to e-mail all three applicants to make them aware that this work will be on a voluntary (and therefore unpaid) basis and are they still interested in producing a banner. **Action: J. Allsop**

**g) Village traffic and parking concerns**

This item was discussed under item 2, Public participation.

### h) Update Village Directory

All Parish Councillors have been e-mailed the latest version of the Village Directory asking them to send the Clerk any updates required. **Action: Parish Councillors**

Mr. Poulton said that he made a lot of changes to the last published issue of the Village Directory (dated 09/2010) and given those to the Clerk. The version currently on the website has been updated regularly since the last published issue and reflects most of the changes made by Mr. Poulton.

It was agreed that the Village Directory should be issued as an A4 insert in the December 2011 issue of the Parish News. The Clerk to contact all entries in the current Village Directory asking them to confirm that their details are correct. **Action: J. Allsop**

Mr. Knight to arrange for the Village Directory to be printed. **Action: I. Knight**

Mr. Knight said that the printers cannot insert a flier larger than A5 size and therefore the A4 sheet will need to be inserted by hand. The Clerk agreed to arrange for this job to be done. **Action: J. Allsop**

### i) Future of the outside toilets

Ms. Waltham gave her report as follows.

The Outside Toilets Working Group (Emma Waltham, Christine Dinnin, John Meischke and Nigel Poulton) met on 30<sup>th</sup> October at the site. During their inspection and discussions, the Working Group agreed that the objectives were to reduce the potential for vandalism as much as possible and to avoid the need for investment.

The outcome was that the Working Group decided to recommend:

- that the men's toilet did need to be updated at some expense if it were to remain open. The Working Group recommended to lock this toilet and investigate the option of turning it into a storage area
- to make the ladies toilet, which has two cubicles, a unisex facility. All that was required was to change the signage and put bolts on the external and internal doors
- to ask the key holders to act more responsibly with their keys, ensuring the toilets were locked after each use
- to lock the toilets at 1600 every day
- to publicise the change to unisex in the Parish News.

The Working Group also acknowledged that if the worst happened and there was a fire in the toilets that spread to the Community Centre, the Parish would be insured.

The Working Group agreed to report back to the Parish Council and implement the changes immediately if the Council agreed to them.

Parish Council agreed to implement the recommendations made by Outside Toilets Working Group.

Mr. Meischke and Mr. Poulton agreed to sort out the locks and signage. **Action: J. Meischke/N. Poulton**

When the work has been done, a notice to be placed in the February issue of the Parish News to explain the reason for the changes.

## 8 Reports

### a) Sub-Committees

#### Budget & Finance

Mr. Filer reported on the following items.

- **Monthly accounts**

Watton-at-Stone Parish Council			
Petty Cash – Receipts		Petty cash – Payments	
3 Allotment holders – Rent and water charges 2010/11	<u>58.50</u>	Wages and allowances	65.90
	<b><u>58.50</u></b>	Stamps 12 x 46p	<u>5.52</u>
			<b><u>71.42</u></b>
<b>Cheques issued</b>			
Fred Burnell Pest Control	Destroy two wasps nest on sportsfield		54.00
Blue Bury Contractors	Watton Green and the Lammass grass cutting		312.00
Frank Cooper and son	Grass cutting 7th, 14th October		115.20
Wages and salaries	November 2011		999.45
Adam Welch	1/2 of £2903 for annual Watton maintenance schedule (minus £150 for leaf clearance to be done in January/February 2012)		1,301.50
Post Office	Tax and NI for April, May, June 2011		276.12
			<b><u>3,058.27</u></b>
<b>Cheques received</b>			
5 Allotment holders	Rent and water charges for 2010/11		99.00
			<b><u>99.00</u></b>

Watton-at-Stone Community Hall

<b>Petty Cash – Receipts</b>		<b>Petty Cash –Payments</b>	
Barbara Smart – Pavilion	36.00	Cleaning materials	42.00
Sharon Ling –Pavilion	36.00		<u>42.00</u>
Floodlighting to 04/10/11	195.00		
Alex Walker – Main Hall and Pavilion	39.00		
Jamie Gonzalez – Pavilion hire	44.00		
Bella Clay – Main Hall and Pavilion	60.00		
Dots and Tots - Pavilion	14.00		
Sam cove – Main Hall and Pavilion	<u>52.00</u>		
	<u>476.00</u>		
<b>Cheques issued</b>			
Wages	November 2011		393.98
Jane Allsop (H M R C)	VAT return - September 2011		92.28
James A Turner	Annual service of boiler and heating system		237.60
Halcyon Courts	MPPA Moss kill and pressure washing plus line paint		1,068.00
			<u>1,791.86</u>
<b>Cheques received</b>			
Watton Youth Drop Inn	Main Hall and Pavilion hire		306.00
Mediation Hertfordshire	Meeting room		18.00
			<u>324.00</u>

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

• **Budget items for 2012/13**

Mr. Filer said that he and the Clerk had spent several hours drawing up a draft budget and that all figures produced include VAT where appropriate. This was agreed by the Parish Councillors present.

The Clerk to e-mail all Parish Councillors the draft budget figures.

**Action: J. Allsop**

**Community Hall Trustees**

Mr. Poulton reported on the following item.

• **Annual heating and boiler inspection**

The annual boiler inspection has been carried-out and no problems identified.

• **Annual playground inspection and Damage to spring see-saw**

At the October Parish Council meeting, Mr. Meischke reported that one side of the wooden plank on the see-saw spring sit-on that has a seat attached on each end, has rotted and someone could get hurt by the splintering wood. Mr. Smith has subsequently sawn off the rotten piece of wood, with the seat still attached and this piece of equipment is now safe.

The Annual Playground inspection carried out by the Play Inspection Company on 3<sup>rd</sup> August 2011, failed to pick up the rotting plank of wood on the spring see-saw, even though the rot was evident in the pictures they included in their report.

The Clerk has been in contact with the Play Inspection Company who has agreed to inspect and photograph the piece of rotten wood on Wednesday 16<sup>th</sup> November.

This item to remain on the agenda until resolved.

**Agenda: 12/11**

• **Coin meter for MPPA floodlighting**

Mr. Poulton said that there have been two incidents of vandalism to the floodlighting coin meter box housed on the external wall of the Community Hall’s meeting room. These incidents have been reported to police and Mark Lee has agreed to carry-out the repair work. This will include installing an iron bar across the back of the meter box to prevent the machine from being stolen.

**Recreation & Amenities**

Mr. Knight reported on the following item.

• **MPPA maintenance**

The Moss kill and pressure wash work has been completed.

The Tennis Club will be sending the Community Hall Trustees a donation to cover half of the moss killing costs.

**Environment Sub-Committee**

Mrs. Dinnin reported on the following items.

• **Oak tree on sportsfield**

Mrs. Dinnin said she and Mike Smith had met both Herts Tree Care and Adam Welch on site, and she sent a report on these matters to all other Parish Councillors. She also had a lengthy discussion with tree specialist Henry Girling, who carried out work to the Chestnut tree outside the Methodist Church in the

High Street. Mr. Girling no longer does tree surgery, he now is a tree consultant and he would be willing to inspect the tree and produce a report at a cost of £250. Mrs. Dinnin said that Herts Tree Care, Adam Welch and Henry Girling were all of the opinion that C-Trees recommendation for the Oak tree was too drastic.

Adam Welch has subsequently declined to quote for the pollarding of the Oak Tree, as he lives in the village and does not want the responsibility for spoiling the tree.

Herts Tree Care have quoted £590 plus VAT to deadwood and clean out and thin crown by 30% and remove side shoots from main stem.

Mrs. Dinnin is still waiting for Tree Smiths to contact her re work to the Oak tree.

- **Adam Welch quotation**

Adam Welch has quoted £420 for work to the Willow tree on the Lammas and £90 to prune the tree overhanging the MPPA by leaning a large ladder against the pole of the floodlight. Mrs. McCash proposed that Adam Welch's quotations of £420 and £90 be accepted. Mr. Filer seconded the motion and all present were in favour.

Mrs. Dinnin to notify Adam Welch accordingly

**Action: C. Dinnin**

- **Tree planting scheme on the Lammas and Watton Green.**

Mr. Smith has done an artistic impression of trees planted in these areas and also a summary of costs.

This item to go on the agenda for the next Environment Sub-Committee meeting.

**Agenda: Env**

Mrs. Dinnin to arrange a date for the next Environment Sub-Committee meeting.

**Action: C. Dinnin**

- **Allotments**

All Allotment holders have now signed the new Tenancy Agreements and paid the rent and water charges due.

Currently there is one half-allotment plot vacant, which does not get full sunlight because it is partially shaded from adjacent trees. Mrs. Dinnin will offer this plot to the one person currently on the waiting list.

**Action: C. Dinnin**

- **Review condition of sportsfield hedge**

This item to be discussed at the next Environment Sub-Committee meeting.

**Agenda: Env**

## b) Routine reports

- i) **Emergency escape lighting tests and manual alarm call tests**

Mr. Poulton and Mr. Meischke carried-out the emergency escape lighting tests and manual alarm call tests on 10<sup>th</sup> November.

- ii) **Monthly village-report**

Mrs. Dinnin completed the report on 14<sup>th</sup> November.

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

- **Children's Play area** - very good but surface muddy and a bit slippery.

- **Floodlighting** - Orange patch on one floodlighting bulbs.

Mr. Knight said he was aware of this and it had been decided that as the bulb still works to leave it for the time being.

- **Dog bins** – some full.

- **Litter bins** – Mainly full throughout the village.

- iii) **Weekly sportsfield-report and action**

None.

- iv) **6-monthly check of MPPA, Play Area on sportsfield and Community Hall equipment**

Mr. Poulton and Mr. Meischke completed the report on 10<sup>th</sup> November.

- **MPPA** - the Oak tree branches are touching one of the floodlighting posts.

This item was reported on under 8 a, Environment Sub-Committee - Adam Welch quotation.

- **Community Hall**

- Two air-vents missing on sportsfield site of building.
- Guttering on top roof needs repairing

City Roofing Contractors to be instructed to repair the guttering.

**Action: J. Allsop**

- **Cricket shed**

- Guttering needs repairing
- New graffiti

Mr. Knight to notify the Cricket Club and ask them to rectify.

**Action: I. Knight**

- **Benches**

- **Walkern Road** – The Bob Ansell Memorial bench is in a poor state and needs replacing. The Ansell family to be notified and asked if they wish to replace the seat or have it removed.

**Action: J. Allsop**

- **High Street/Great Innings roundabout** – Needs painting.
- **High Street North near bus stop** – Needs painting and possibly replacing. This seat could be replaced when there are funds available to install a bus shelter.
- **High Street near Mill Lane** – Needs painting.
- **The Lammas** - Mrs. Dinnin said that the Information Board at the northern end of the Lammas did not get painted by the Glaxo team, whereas the board at the southern end did.
- **Flower planter outside the Counting House (opposite the George and Dragon)** - Mrs. Dinnin said that this planter did not get painted by the Glaxo team.

Mr. Poulton to ask Ted Brown to paint the three High Street benches, the High Street planter and the Information Board on the Lammas.

**Action: N. Poulton**

- v) **Website**

It was agreed that the Clerk should renew the following domain names.

[www.watton-at-stone-herts.org.uk](http://www.watton-at-stone-herts.org.uk)

[www.watton-at-stone-herts.co.uk](http://www.watton-at-stone-herts.co.uk)

**Action: J. Allsop**

- vi) **Website diary**

None.

## 9 Correspondence received

### a) EHAPTC concerning planning application notifications

Nigel Cox (Chairman, East Herts Association of Parish and Town Councils) e-mailed on 10<sup>th</sup> November with a copy of his e-mail to East Herts Council planning department requesting the return to planning applications being supplied as original hard copies. The main reason for his request is that some Parish Councillors and their Clerks still do not have internet access.

It was agreed, that as all Watton-at-Stone Parish Councillors have access to the internet, there was no need to respond to Nigel Cox's email.

### b) Hertfordshire Highways - parking restrictions in Moorymead Close

Hertfordshire Highways e-mailed on 1<sup>st</sup> November to advise that they will be implementing parking restrictions from the entrance of Moorymead Close to just after its second cul-de-sac on the left-hand side. Work is anticipated to take place in January/February 2012, weather permitting, but if the opportunity arises, will be undertaken earlier.

### c) E-mail re car park charges at Watton-at-Stone station

First Capital Connect Limited, e-mailed Nigel Poulton on 2<sup>nd</sup> November to confirm their decision to abolish all car park charges at Watton-at-Stone station from 1 January 2012.

### d) East Herts Council – street naming and numbering for the Station Road development

East Herts Council wrote (via an e-mail attachment) on 21<sup>st</sup> October confirming the street naming and numbering for the Station Road development as follows.

43 to 59 (odds) Station Road, Watton-at-Stone, Hertford, SG14 3SH

1 to 23 (odds) & 2 to 52 (evens) Clappers Lane, Watton-at-Stone, Hertford, SG14 3QA

1-to 15 (odds) & 2 to 20 (evens) Gatekeepers Way, Watton-at-Stone, Hertford, SG14 3QB

1 to 29 (inclusive) Stoney Fields, Watton-at-Stone, Hertford, SG14 3QD

1 to 17 (inclusive) Gresley Close, Watton-at-Stone, Hertford, SG14 3QE

### e) East Herts Village Hall Network Meeting - 7<sup>th</sup> December

The Parish Council are not able to attend the Village Hall Network meeting on 7<sup>th</sup> December.

The Clerk to notify East Herts Council accordingly.

**Action: J. Allsop**

### f) Hertfordshire County Council - Temporary Closure notices

All Parish Councillors have been e-mailed with the temporary closure notice sent out by Hertfordshire Highways for the following areas.

**Rectory Lane** - between the hours of 0930 and 1630 (Mondays to Sundays inclusive) for up to 3 days, sometime during the period 28<sup>th</sup> November 2011 and 28<sup>th</sup> November 2012, when signs are in place.

**Ware Road/High Street** - from its junction with the A119 Hertford Road/A602 Watton at Stone Bypass roundabout westwards and north westwards to its junction with the A602 Hooks Cross/A602 Watton at Stone Bypass roundabout, a distance of approximately 2158 metres.

It is anticipated that the sections of roads will be closed and the temporary waiting restrictions will be in place for up to 10 days, sometime during the period 28 November 2011 and 30 September 2012, when signs are in place. Alternative signed routes will be provided for traffic whilst the road closures are in place.

**g) Hertfordshire Highways re Winter Salts for Towns and Parishes**

All Parish Councillors were forwarded Hertfordshire Highway's e-mail, dated 27<sup>th</sup> October, re winter salts for Town and Parishes and noted its content.

**h) Bryan Hammond re Highways Locality Budget**

Bryan Hammond has agreed to attend the December Parish Council meeting to report on the future of Hertfordshire Highways Locality Budget Scheme.

**Agenda: 12/11**

**10 Village organisations**

- **Watton Youth Drop Inn**

Mr. Poulton said that there is a drop in numbers of young people attending Watton Youth Drop Inn on Wednesday evenings. However, most of the youngsters who used to attend the club are now hanging around the Community Hall building on Wednesday evenings.

- **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**

Mrs. McCash said that the War Memorial Committee held its AGM this morning.

The following were re-elected.

- Chairman - Mrs. Helen McCash
- Treasurer - Mrs. Pamela Filer
- Secretary - Mrs. Carole Moore
- Booking secretary – Mary Phillips

- **Watton-at-Stone Pre-School Playgroup**

Mrs. Dinnin said that the Pre-School Playgroup will be holding its Winter Warmer on Sunday 4<sup>th</sup> December.

- **Watton-at-Stone Scout & Guide Group**

Mr. Poulton said that the Scout and Guide will be delivering Christmas cards throughout the village again this year.

The Scout and Guide Group will be holding its next meeting on Thursday 23<sup>rd</sup> February 2012 and are still without a Chairman and Secretary.

- **Watton-at-Stone Sports & Social Club:** Nothing to report.

- **Police Authority:** Nothing to report.

- **River Beane Restoration Association**

Mr. Knight said that, as previously reported, the River Beane Restoration Association is in the process of setting up a River Wardens Scheme along designated stretches of the River Beane.

**11 Items for Parish News**

There was one item identified for inclusion in the December 2011/January 2012 issue of the Parish News.

- Car park charges at Watton-at-Stone station will be abolished on 1<sup>st</sup> January 2012. **Action: J. Allsop**

- **The meeting closed at 2110.**

- **The date for the next Parish Council meeting is Tuesday 13<sup>th</sup> December 2011.**