

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 18th February 2014

Present:	Mr. Michael Smith (Chairman)	Mr. John Meischke (Vice-Chairman)
	Mrs. Christine Dinnin	Mr. Denis Filer
	Mr. Iain Harris	Mr. Ian Knight
	Mrs. Helen McCash	Mrs. Margaret Stanley
	Mr. David Stock	Ms. Emma Waltham
	The Clerk (Mrs. Jane Allsop)	
Members of public:	District Councillor Rik Sharma (until 2001)	
	County Councillor Ken Crofton	
Police:	Chief Inspector Gerry McDonald and PCSO Sally Brooks (until 1942)	

1 Apologies for absence

Apologies for absence: None.

2 Report on policing matters from Chief Inspector Gerry McDonald

Mrs. McCash welcomed Chief Inspector Gerry McDonald to the meeting and introduced him to councillors.

She said that she had been actioned by the Parish Council to write to the Police Commissioner over rising crime and drug problems in the village. However, after attending a Police Liaison meeting during which she had forcefully raised the problems facing the village, she and the Clerk met with Chief Inspector Gerry McDonald, on 31st January, to discuss the problems in Watton-at-Stone with him.

The Chief Inspector gave Parish Councillors his policing background and then discussed the current crime and drug problems within the village and the way in which he proposed to tackle the problems.

He said that the rising crime levels were partially due to the new Gatekeeper meadow development. The problem is associated with the affordable housing. In general, it is not usually the people moving into the new development that are causing the problem but their visitors, who see an affluent village as easy pickings.

Parish Councillors invited Chief Inspector Gerry McDonald to attend the May Parish Council meeting to give them an update on policing matters in Watton-at-Stone.

Left at 7.42.

3 Public Participation

None.

4 Chairman's/Clerk's Report

None.

5 Declaration of Interests

Mr. Filer declared a personal interest in item 9 a, Community Hall Trustees – Estimates for external decoration of Community Hall (in so much as his son-in-law Peter Phillips has quoted to do the work).

6 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on Tuesday 21st January 2014**
Parish Councillors approved the minutes.

b) Review of actions

1. Contact professional cleaners

Refer to item 8 a, Community Hall Trustees – Cleaning.

2. Have a permanent sign made for MPPA re validation of Tennis Club's LTA insurance

Mr. Knight said that the Clerk has e-mailed First Call Signs of Knebworth, asking them to quote for producing a more permanent sign. The Clerk to chase First Call signs.

Action: J. Allsop

3. Send new agreement and letter to Mr. and Mrs. Taylor

Refer to item 8 b, Specific items - Agreement for use of land adjacent to Beane Cottage.

4. Contact all entries in the Village Directory

The Clerk said that she had not completed this action point and that the Village Directory might not be ready for inclusion in the March edition of the Parish News.

Action: J. Allsop

Mr. Knight asked the Clerk to inform him as soon as possible if she wanted the Village Directory included in the March edition of the Parish News.

Action: J. Allsop

5. Give final version of Village Directory to Mr. Knight: outstanding.

Action: J. Allsop

6. Arrange for the Village Directory to be included in the Parish News

Mr. Knight will complete this item as soon as the Clerk gives him the final version of Village Directory to Mr. Knight

Action: I. Knight

7. Submit a bid from the S106 transport funding for bus shelters in the High Street

Mr. Smith said that he had asked East Herts Council if bus shelters could be included in a S106 funding bid but to date had not received a response.

Mr. Smith to chase East Herts Council.

Action: M. Smith

8. Look at sites for additional Parish Council notice board in Station Road

Mr. Smith and Mr. Meischke have identified a site for an additional Parish Council notice board in Station Road. The site is between the entrances to the HCC depot and Hazeldell, on the grass verge opposite the entrance to Clappers Lane. Parish Councillors agreed with the proposed siting of the notice board.

It was agreed to contact Hertfordshire County Council to seek permission to install a notice board at the agreed site.

Action: J. Allsop

9. Contact Wilf Emsley re Community Hall hiring times: Outstanding

Action: J. Meischke

10. Chase outstanding lighting faults with Highways

The Clerk to chase lighting faults in Hazeldell and Moorymead Close.

Action: J. Allsop

c) Action points resolved

1. E-mail all Parish Councillors quotation for the painting work at Community Hall
2. Write to planning department re 66 Rivershill
3. Attach e-mails concerning traffic along Station Road to January minutes
4. Draft letter to Mr. and Mrs. Taylor re renewal of agreement
5. Send annual hire agreement to the Sports and Social Club for signature
6. Include 9-monthly accounts report in the Community Hall and Parish Council accounts for 2013/14
7. Return precept forms to East Herts Council
8. Carry-out emergency lighting test and manual alarm call tests
9. Arrange for disabled sign to be painted on the tarmac surface of the car park
10. Meet City roofing Contractors re roof repairs to the Community Hall
11. Report standing water on the Walkern Road at its junction with High Elms Lane
12. Remove the Poppy Wreaths around the War Memorial

b) Items outstanding for more than two months

1. Contact Ian Sharratt re use of S106 funding at the Great Innings Play area

Ms. Waltham said that she and Mr. Smith had a site meeting with Ian Sharratt at the Great Innings play area. Mr. Sharratt talked them through his plans to upgrade the Great Innings Play area. East Herts Council anticipate spending between £70,000 to £80,000 on the playground upgrades, which include an enclosed basketball area and additional fencing at the rear of the play area.

East Herts Council also intend to remove the blue seating at the rear of the play area and bring all the teenage related equipment nearer to the roadside to deter anti-social behaviour.

Ms. Waltham said that she suggested to Mr. Sharratt that additional planting would reduce noise problems the local inhabitants are experiencing from anti-social behaviour. He agreed to give this consideration.

East Herts Council plan to have the play area improvements completed in time for the school summer holidays.

2. Chase Rik Sharma for his Councillor posters for the notice boards

The Clerk said that East Herts Council have sent her a picture of Rik Sharma and she has now requested that they produce District Councillor poster to include the photograph.

The Clerk to chase.

Action: J. Allsop

3. Obtain cost of material needed at War Memorial garden and obtain quotation for doing the work

Refer to item 9 a, Environment Sub-Committee – War Memorial.

4. Invoice Sports and Social club for additional keys supplied: outstanding.

Action: J. Allsop

5. Obtain quotations for tennis net winder mechanism

Mr. Knight said that he was in the progress of obtaining quotations for the tennis net winder mechanism. This item to be removed from the agenda until quotations have been obtained.

6. Obtain quotations for the painting of the high-level windows and some external doors

Refer to item 9 a, Community Hall Trustees - Estimates for external decoration of Community Hall.

7. Investigate sites for additional football pitches

Mr. Smith said that this item is ongoing. It was agreed to remove this item from agenda.

8. Draft a letter to the Police Commissioner for Parish Council approval

Mrs. McCash said that she had not written to the Police Commissioner but instead had written to Chief Inspector Gerry McDonald following the meeting she and the Clerk had with him on 31st January. The Clerk then read out the letter.

Parish Councillors agreed to give Chief Inspector Gerry McDonald three months to address some of the crime problems in the village and if there is not a satisfactory outcome, write to the Police Commissioner.

It was agreed to write a letter thanking Chief Inspector Gerry McDonald for attending tonight's meeting and invite him to update the Parish Council at its May Parish Council meeting **Action: H. McCash**

This item to be placed on the agenda for the May Parish Council meeting. **Agenda: 05/2014**

7 Planning

Mr. Harris reported on the following items

a) Applications

i) 7 Moorymead close (3/14/0126/FP)

Single storey rear extension

Ms. Waltham visited the residents of 8 Moorymead Close and they said that they had no objections the application. Although visiting the address on three separate occasions, Ms. Waltham has been unable to make contact with the residents of 6 Moorymead Close.

In accordance with the Parish Council's Planning Protocol, Mr. Harris liaised with Mr. Stock and Ms. Waltham and it was agreed by them that the Parish Council should send a 'No comment' response to the planning department. The Clerk was instructed to write to East Herts Council accordingly.

b) Decisions

i) Recreation Ground, School Lane, Watton At Stone, Hertford, Herts, SG14 3SF (3/13/2016/FP)

Construction of tennis court adjacent to existing two tennis courts with flood lighting
-East Herts Council permission granted

ii) Heath Mount School, Woodhall Park, Watton At Stone, SG14 3NG (3/13/2143/FP)

Erection of freestanding tensile fabric canopy within play area to pre-prep/nursery school (retrospective)
-East Herts Council permission granted

iii) 66 Rivershill, Watton-at-Stone (3/13/2242/FP)

Two-storey rear extension with single-storey extensions to side and rear
-East Herts Council permission granted

In regard to future applications which involved extensions to property Mr. Harris read out the following extract from the East Herts District Plan, as highlighted previously by Mr. Stock, which he considered could inform any comments from the Parish Council.

'The Council will expect all proposals for extensions and alterations to dwellings and residential outbuildings to be of a high standard of design that is appropriate to the character and appearance of the dwelling and the surrounding area. All householder development proposals should be sensitively designed to ensure that they would not have an unacceptable impact upon the amenities of the occupiers of the existing dwelling and any neighbouring dwellings. In particular the Council will assess proposals having regard to any loss of light, privacy and outlook and overbearing impacts that the development could have upon existing and future occupiers of the host dwelling and adjoining dwellings. In addition to the policies below, applications for extensions will also be considered against Policy DES1 (Local Character and Amenity) where appropriate.'

8 Specific items

a) Traffic along Station Road and the High Street

Nothing to report. This item to remain on the agenda. **Agenda: 03/14**

The Station Road drains have not been coping with the extra sewage produced by the Gatekeeper Meadow development. After they became blocked, raw sewage was flowing down station road.

Parish Councillors were asked to contact the Environment Agency if this happens again.

b) Agreement for use of land adjacent to Beane Cottage

The Clerk said that Mr. and Mrs. Taylor have not returned the signed copies of the agreement for use of the land adjacent to their property, Beane Cottage.

Mr. Smith agreed to chase.

Action: Mike Smith

c) The Green Belt and draft District Plan

The Chairman summarised the areas of the District Plan, which are of particular relevance to Watton at Stone. Briefly, East Herts District is expected to accommodate some 15,000 homes in the period 2016 through 2031. 90% of these are to be in and around the towns of the district, the other 10% are to be accommodated in the rural area villages, particularly the group one villages of which Watton is one.

These group one villages are being asked to accommodate a number of houses equivalent to 10% of the current housing stock. In Watton-at-Stone's case, this amounts to 86 houses.

It is proposed that two main areas of development are to be released from their Green Belt status and be included in a revised village boundary. These areas are specifically off Walkern Road and adjacent to Great Innings north.

Having had the relevant documents to hand for some time all Parish Councillors were resigned to the fact that some development will occur on these sites in the future.

Councillors were particularly aggrieved that the Gatekeeper Meadow development will be designated a Windfall site and will not count towards our housing requirement.

Councillors were as one in resolving to mitigate the effects of this planned development by negotiation with the District Council. The District council for their part are arranging a meeting to brief all parish councils on details of this plan and how they (parish councils) can be a part of the process. When we have this information, we will arrange a public meeting to gauge opinions of the interested community and decide whether or not we need to go down the road of producing a Neighbourhood Plan.

In the meantime, it was decided to raise awareness by advertising links to the East Herts website in the Parish News, on notice boards and on the village website.

d) Section 106 funding

The Chairman presented the council with new plans drawn up and negotiated by the Playground Fund Raisers for the development of the play area. It included the laying down of several areas of safety surface (wetpour) and the installation of six pieces of new equipment. The playground fundraisers want to include some new benches and tables to complement the area. The estimated Cost of these improvements is in the region of £47,000 to be met with grants from East Herts and Biffa topped up with section 106 money from the Gatekeeper Meadow greening Fund.

We hope this work will be completed in May of this year.

The Parish Council also learned that the District Council is to revamp the Great Innings play area with a mixture of new equipment and facilities with enhanced security fencing and tree planting.

e) Sportsfield play area improvements

Refer to the above item, 8 d, Section 106 funding.

f) Lease for the sportsfield extension

Mr. Harris said that he needed to have a discussion with Mr. Knight about the draft lease, specifically the area for the new tennis court.

He said that he had set out the financial implications and e-mailed them to the Clerk who has forwarded them to Mr. Filer. The current rental charges are £180 per annum. The new rental charge will be £250 per annum, backdated to September 2011. The new lease is for a 30-year period and charges will be index linked to RPI whereas the old lease was current market value. The rental charges will be due for review in September 2016, 2020, 2026, 2030 and 2036.

Mr. Harris said he would make a short comparison between the expired and new leases and then e-mail his comparison to Parish Councillors.

Action: I. Harris

This item to be placed on the agenda for the March Parish Council meeting.

Agenda: 03/2014

9 Sub-Committees

Budget & Finance

Mr. Filer reported on the following items.

- **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		Phone calls to 3/01/14	25.14
		Phone calls to 3/02/14	24.68
			<u>49.82</u>
Cheques issued			
Allotment & Garden Assoc.	Russell Scanlan liability insurance		169.60
Wages and Salaries	To February 2014		1086.09
Leslie Schofield	return of allotment rent		13.40
Adam Welch	Remove fallen Hawthorn from top of Lammas bank		90.00
			<u>1359.09</u>
Cheques received			
Sports and Social Club	Hire of the sportsfield facilities		350.00
Allotment holders	4 Allotment rent 2013/14 and 2 new tenant deposit payments		<u>166.25</u>
			<u>516.25</u>

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Floodlighting donations 19.11.13 to 09.01.14	80.00	A P Access	40.00
Vince Geoff – various facilities	43.00		<u>40.00</u>
Joe Joel – Main Hall and Pavilion	39.00		
Vicki Roos – Meeting room	84.00		
Amanda Hart – Main Hall and Pavilion	32.50		
Paula Cross– Main Hall and Pavilion	39.00		
Joanna Burton – Main Hall and Pavilion	64.00		
Carla Beach – Pavilion and meeting room	<u>182.50</u>		
	<u>564.00</u>		
Cheques issued			
Jane Allsop	2 tennis nets		189.88
James Turner	Rectify problem with men’s toilets		146.83
Wages	22 hours cleaning x 7.75p		356.50
BSWW Parish News	Advert in Parish News – annual subscription		<u>100.00</u>
			<u>793.21</u>
Cheques received			
Sue Plunkett	Main Hall and Pavilion hire		56.00
Sports and Social Club	Hire of the Community Hall facilities		<u>350.00</u>
			<u>406.00</u>

Parish Councillors approved the above payments.

- **Financial Risk Assessment**

All Parish Councillors were e-mailed a copy of the Watton-at-Stone Parish Council’s Financial Risk Assessment (dated July 2009).

Mr. Filer said that the Financial Risk Assessment and internal control needs reviewing annually before the end of the financial year, namely 31st March 2014.

Mrs. McCash said that the Watton-at-Stone Parish Council’s Financial Risk Assessment meets the criteria set out by the auditors.

Mr. Filer proposed that no changes were required to the Financial Risk Assessment or the Internal Control of the Parish Council accounts. All Parish Councillors present at the meeting were in agreement.

The Risk Assessment and Internal Control to be reviewed again in March 2015.

Agenda: 03/15

- **Asset registers**

All Parish Councillors were e-mailed a copy of the Asset registers for the Watton-at-Stone Parish Council and Watton-at-Stone Community Hall Trustees. Mr. Filer asked Parish Councillors to study the Asset registers and make amendments as required.

This item to be placed on the March Parish Council agenda.

Agenda: 03/14

- **Printer/scan/fax machine**

The Clerk is unable to get the Parish Council multifunction LaserJet printer/scanner/fax machine to work on the Parish Council's laptop, which was purchased in September 2013. This multifunction machine is now seven years old and the scanner drivers are not compatible with the Windows 7 software on the laptop. Mr. Filer said that the Clerk has obtained the prices of a suitable replacement Hewlett Packard multifunction machine from Amazon and this will be in the region of £239 plus £89.99 for twin-pack laser cartridges. Mr. Filer proposed that a new multifunction machine be purchased and Parish Council were in agreement. The Clerk to act accordingly. **Action: J. Allsop**

Community Hall Trustees

Mr. Harris reported on the following items.

- **Child protection policy**

Mr. Harris said that he had established that the Parish Council and Community Hall need a Safeguarding Policy and that the Clerk is willing to be the Safeguarding Officer.

The Clerk will need to be Disclosure and Barring Service (DBS) checked and complete appropriate Safeguarding training. Mr. Harris volunteered to attend the training with the Clerk. He also pointed out that the Clerks contract of employment would need to be altered accordingly.

It was agreed that once the Clerk and Mr Harris had been on the Safeguarding training course he and Mr. Stock would review the revised policy amending it in the light of any matters arising on the training course and put the document back to the Parish Council for approval and adoption.

Action: J. Allsop/I. Harris

This item to be placed on the agenda for the April Parish Council meeting.

Agenda: 04/2014

- **Cleaning**

Mr. Meischke said that he had asked four contractors to quote for cleaning the Community Hall. However, only one of these contractors was interested in submitting a quotation.

Mr. Meischke said that the quotation is for £225 for an initial deep clean of all the Community Hall rooms followed by subsequent cleans at £130 per visit. These quotations include the use of cleaning equipment and chemicals. Regular weekly/daily cleans could be carried out at £25 per visit.

Mr. Meischke said that he needs to investigate further the cleaning requirements for the Community Hall. This item to be placed on the agenda for the Community Hall Trustees meeting to be held on 8th April.

Agenda: Trustees 04/14

- **Estimates for external decoration of Community Hall**

Mr. Meischke said that he has received two quotations to date and is waiting for a third contractor to supply a quotation. This item to be placed on the March agenda under Community Hall Trustees.

Agenda: 03/14

- **Request for quotations for installation of new boiler system**

Mr. Meischke said that he is still waiting for a quotation from Bentleys Heating Systems to supply and install a new boiler system similar to the one quoted for by James Turner Limited. Mr. Meischke to chase.

Action: J. Meischke

- **Pavilion heating fault**

Mr. Meischke said that due to a fault in the pavilion heating system, a replacement programmer has been replaced twice, and now seems to be working properly.

- **Pavilion fire exit door to the sportsfield**

When the wind is in a certain direction, rain comes into the pavilion through the fire exit door.

Mark Blacktin has agreed to quote for rectifying this problem. This item to remain on the agenda.

Agenda: 03/14

Recreation & Amenities

Mr. Knight reported on the following items.

- **New Tennis Court**

Mr. Knight said that he is in the process of getting all the paperwork together to apply for a grant from Herts Inspire to build the new tennis court. Approximately £35,000 is required to complete the project.

Environment Sub-Committee

Mrs. Dinnin reported on the following items.

- **Lammas**

Mrs. Dinnin said that she, Mr. Smith and Mr. Knight will be meeting with Charlie Bell (Living Rivers Officer) and Andrew Bryden (Environment Agency) on Monday 24th February at the Community Hall and welcomed all Parish Councillors to attend.

- **Allotments**

Refer to item 11, Report from other organisations – Allotment and Garden Association.

- **War Memorial**

Mrs. Dinnin said that Adam Welch told her that the shrub covered in weeds is not dead and suggested that we wait until spring to confirm this. He has agreed to do some maintenance work to the War Memorial garden at a cost of £20 per hour for a maximum of 2 hours.

Mrs. Dinnin said that snowdrops are currently in flower in the gravel-stoned area and therefore additional stones could not be laid until they had stopped flowering. Parish Councillors will put down the extra stones when the snowdrops have died back.

b) Routine Reports

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

Mr. Smith and Mr. Meischke did the emergency escape lighting tests and manual alarm prior to the meeting.

ii) **Monthly village-report**

Mr. Knight completed the report on 19th January 2014.

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

- **Disabled sign** – Mr. Meischke said he is waiting for a period of dry weather to allow him to paint a disabled sign on the tarmac surface of the car park. **Action: J. Meischke**

- **MPPA** – still some leaf clearance needed. Mr. Knight to ask Ted Brown to clear the leaves. **Action: I. Knight**

- **Hockerill slope** – Mr. Stock said that he had noted various substantial pieces of wood dumped on the grassed area adjacent to the Hockerill footpath which runs parallel to Station Road. East Herts Council to be asked to remove the rubbish. **Action: J. Allsop**

iii) **Weekly sportsfield**

Mr. Meischke said that Ted Brown has been picking up lots of broken glass bottles on the play area again.

v) **Website**

It was agreed to change the website heading ‘Village Events and Notices’ to ‘News’.

To raise public awareness of the draft District Plan, a notice to be placed on the website under the ‘News’ section advertising the links to the East Herts Council website. **Action: M. Smith/J. Allsop**

vi) **Website Diary**

None.

vii) **Highway and Lighting faults**

The Clerk to chase the following reported faults with the Highways department.

- Timer on the lighting column 22 on the footpath link in Hazeldell
- Lights out in Moorymead Close

Action: J. Allsop

10 Correspondence received

a) **E-mail from David Griffin from Watton House re request for a commemorative plaque**

Mr. Smith read out the following e-mail from David Griffin, Chairman of Watton House.

‘Following consultation with all residents at Watton House, the Directors of Watton House Limited have discussed the Parish Council's request to apply for a blue plaque to be placed on Watton House in memory of Sir Nigel Gresley.

Whilst, we acknowledge Sir Nigel Gresley's connection with Watton House, the residents' opinion is that casual visitors/strangers to the grounds shall not be encouraged. A plaque would not be in the interests of residents or the security of our grounds and properties.

Unfortunately, we cannot give our consent to proceed with this project.’

The Clerk to notify Mr. David Gregory, who requested the commemorative plaque. **Action: J. Allsop**

b) **E-mail from River Beane Restoration Association**

Mr. Smith read out the following e-mail, dated 3rd February, from the River Beane Restoration Association.

‘Thank you to the Watton at Stone Parish Council for the donation of £25 to help with the continuing work of the RBRA.

It is much appreciated.

We hope this year will see the planned reduction of abstraction at Whitehall by Affinity Water agreed to by OFWAT.’

c) Sue Rumfitt Associates re public footpath order consultation - Gregory's Farm

All Parish Councillors were e-mailed a copy of the consultation documents for the diversion of the public footpath that runs through Gregory's Farm.

Mr. Harris said that he had studied the proposal, which is to divert the right of way footpath that currently runs through the Gregory's Farm buildings, to around the perimeter of these buildings.

Parish Councillors agreed that it was logical to divert the rights of way footpath away from the farm buildings and agreed to respond to Sue Rumfitt Associates with 'No Comment'.

The Clerk to act accordingly.

Action: J. Allsop

d) Hertfordshire County Council - Town and Parish Councils' Conference on 7th April

Mr. Smith and the Clerk agreed to attend the Town and Parish Councils' Conference on 7th April 2014 at Robertson House in Stevenage. Hertfordshire County Council to be notified accordingly.

Action: J. Allsop

11 Village organisations

- **Watton-at-Stone War Memorial Hall Management Committee:** Nothing to report.
- **Watton-at-Stone Scout & Guide Group:** Nothing to report.
- **Watton Youth Drop Inn:** Nothing to report.
- **River Beane Restoration Association** 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**

Mrs. Dinnin said that she attended a meeting of the Allotment and Garden Association.

Michael Freeman has resigned from the Association and the remaining committee are deciding if they wish to continue. Before they make this decision, they have asked that the Parish Council send the following e-mail to the Allotment holders.

'The Allotment and Garden Association was set up with the support of the Parish Council in March 2003. The Major aims of the Association were to encourage the growing of flowers, fruit and vegetables in allotments and in gardens and liaise with the Parish Council in achieving these ambitions. There is no membership fee and funds raised by the Association have improved facilities on the allotments for everyone.

There is need for help in projects to maintain and improve the facilities which the Parish Council could find difficulty in funding with the economic cuts that all public bodies have to meet.

If you would like to put your name forward as being interested in the work of the Association please get in touch with John Love 01920 830647 or by e-mail jl2547@btinternet.com.

Your ideas and help would be greatly appreciated.'

The Clerk to act accordingly

Action: C. Dinnin/J. Allsop

Mrs. Dinnin said that separate letters will not be going out to the allotment holders that we do not hold e-mail addresses for.

Mrs. Dinnin said that the committee are also considering whether they should hold the Horticultural Show in September 2014.

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

Ms. Waltham said that she attended a recent meeting of the Sports and Social Club where it became apparent the village sports clubs were struggling to find local amenities to practice in. Ms. Waltham asked Mr. Smith to contact Heath Mount School, on behalf of the Sports and Social Club, to talk to them about availability of their sporting facilities.

Action: M. Smith

- **Police Authority**

Refer to item 2, Report on policing matters from Chief Inspector Gerry McDonald.

12 Items for Parish News

The following item was identified for inclusion in the March 2014 issue of the Parish News.

- **District plan**
Mr. Smith to write the article accordingly.

Action: M. Smith

- **The meeting closed at 2153.**
- **The date for the next Parish Council meeting is Tuesday 18th March 2014.**