

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 21st February 2017

Present:	Mr. Mike Smith (Chairman)	Mr. John Meischke (Vice-Chairman)
	Mrs. Christine Dinnin	Mr. Denis Filer
	Mrs. Catherine Hammon	Mr. Ian Knight
	Mr. David Stock	Mrs. Margaret Stanley
	Dr. Emma Waltham	Mrs. Jane Allsop (Clerk)
Police:	None	
Public:	Sarah and Mark Nesfield (until 1930)	

1. Apologies for absence

Apologies for absence: Mrs. Helen McCash

2. Public Participation

Mr. Smith invited Sarah and Mark Nesfield to talk to the Parish Council.

• **Trees along the Lammas**

The Nesfield's said that their property at Beaneside is the closest property to the river and therefore when the Parish Council recently cut back the willow trees along the bank of the Lammas they were again left with no privacy from those walking along the Lammas riverside footpath. They then showed Parish Councillors pictures of their property taken from the Lammas following the tree pollarding work. Because of their proximity to the river and their elevated position, they are unable to plant or erect a screen that would provide them privacy.

Mr. Smith gave a brief history of what the Environment Agency and Wildlife Trust are trying to do to the river to improve this stretch of chalk stream. The Parish Council fully appreciates the concerns expressed by Mr. and Mrs. Nesfield and Mr. Smith agreed to contact Bob Thornton to see if it is possible to provide a planting scheme that would provide them with some permanent privacy from those using the Lammas.

Action: M. Smith

Left the meeting at 1929.

3. Chairman's/Clerk's Report

Mr. Smith said that there are three additional items not on the agenda.

- Watton in Bloom - refer to item 7 m, Specific items.
- Computer problems - refer to item 7 n, Specific items.
- Letter from Aston PC re PSCO - refer to item 9, Correspondence received.

4. Declaration of Interests

None.

5. Minutes of the last meeting

a) Acceptance

• **Minutes of the Parish Council meeting held on Tuesday 17th January 2017**

Parish Councillors agreed that the minutes be approved.

b) Review of actions

1. Provide the Clerk with a signed copy of her 9-monthly inspection of accounts

Outstanding.

Action: M. Stanley

2. Issue new hire agreement once the H&S policy has been adopted

Refer to item 8 a, Community Hall Trustees - Adoption of H&S Policy/Fire Risk Assessment/Hire agreement.

3. Contact Mark Blacktin re painting the post for the Ornate village sign

Mr. Smith said he had asked Mark Blacktin to provide the materials and paint for the post.

4. Purchase dog waste dispenser and bags and locate near the school

Mr. Smith said that he had installed the dog waste dispenser on footpath 17, near the dog waste bin at the end of Glebe Close, and put 200 bags in it. He estimated that 75 had been used in 14 days.

5. Alter the height of the Crazy Daisy hammock swing if required

Mr. Meischke said that he followed instructions supplied by Kompan to measure the ground clearance under the Crazy Daisy hammock and it conforms to the requirements. It was agreed to see if this item is highlighted again during the 2017 playground report. No further action is required at this time.

6. Arrange installation of new bench near tennis court and memorial plaque

Mr. Smith said that the new seat has been installed overlooking the tennis courts.

7. Speak to the Football Club about changing room incident

Mr. Knight said he had spoken to the Football Club about the terrible condition that the Community Hall had been left in one weekend in January. However, they were perplexed about this report and said that the incident, which included mud over the outside of the hall, was most likely to have been caused by the away team and their supporters.

8. Contact Harry's family re relocation of their memorial bench

Mrs. Dinnin said that, after some detective work she had obtained the contact details for Mrs. Milman who now no longer lives in Watton-at-Stone. The family are happy for Harry's bench to be moved but would like the memorial bench to remain in the top corner of the field because this is where he used to spend a lot of his time with his friends. The family offered some financial support towards the maintenance of the bench but Mrs. Dinnin said it would be better to leave this until the bench needed replacing.

Mrs. Dinnin to give the Clerk Mrs. Milman's contact details to put on the file.

Action: C. Dinnin

c) Action points resolved

1. E-mail all Parish Councillors dates of the 3rd Tuesday in every month
2. Write to EHDC re planning application for Mulberry House, 27 High Street
3. Look at current canine faeces byelaws with District Councillor Freeman
4. Send report on Station Road/High Street traffic issues to CC Ken Crofton
5. Look at possible locations to install the defibrillator in the High Street
6. Carry-out inspection of War Memorial
7. Return completed and signed precept form
8. Contact SLCC re current regulations on debit and credit cards
9. Contact Lloyds bank re deposit account
10. Submit amended Annual Charity Return for the year ended 31st March 2016
11. Obtain quotations from D. P Electrics for lighting in Main Hall
12. Give Mr. Meischke the details for altering the Crazy Daisy hammock swing
13. Update draft H&S policy for approval at February Parish Council meeting
14. Update the Fire Risk Assessment and Plan on the website
15. Update the evacuation procedure/fire exit plan on the website
16. Give Mr. Meischke names of cleaners in the village
17. Speak to Adam Welch re cutting back branches overhanging tennis court
18. Accept Sports Courts' quotation for pressure washing the double tennis courts
19. Accept Floodlighting Limited's quotation for service floodlights
20. Meet on-site with CMS representative re repairs to Lammas bank steps
21. Update Men's and Women's Football teams about New Homes Bonus grant
22. Notify Cricket Club about New Homes Bonus grant
23. Arrange for Hazeldell salt bin to be topped up
24. Remove Poppy wreaths at the end of January
25. Speak to Dr. Waltham re updating the website
26. Report footpath sign down on bypass
27. Report pothole at road edge of lay by opposite the Bull Public House door
28. Write to Ken Crofton re resurfacing School Lane
29. Submit Parish News article on dog fouling
30. Ask Stuart McCash to write re acceptance of appointment as the internal auditor

6. Planning

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

a) Applications

i) Cannon House, 69-71 High Street (3/17/0093/LBC)

Replacement of wooden bay windows to front elevation

The original application to replace the wooden bay-windows on this grade II building was refused.

Mrs. McCash e-mailed a copy of the correspondence for this application all Parish Councillors on 23rd January and suggested a 'no comment' response.

Parish Councillors endorsed this and the Clerk wrote to East Herts Council accordingly.

ii) 12b High Street (3/17/0152/HH)

Single storey rear extension and double storey side extension

Mrs. McCash e-mailed all Parish Councillors on 10th February as follows.

'I have not had any feedback from either neighbour for this planning application, despite putting letters through both doors 10 days ago.

I have looked at the site myself and cannot see any problem with the application, in fact I think it will enhance the property.

I suggest we have 'no comment' on this one.'

Mr. Filer, Mrs. Stanley, Mr. Knight and Mrs. Dinnin endorsed this via e-mails and the Clerk wrote to East Herts Council accordingly.

iii) 5 Stoney Fields (3/17/0303/HH)

Single storey rear extension. Conversion of loft space into habitable room and insertion of 2 front and 2 rear roof lights

This application was discussed at length and took into account the comments exchanged between Parish Councillors via e-mail (prior to the meeting), in which some had expressed concerns about the possibility of planning applications within the Gatekeeper Meadow development leading to an over-development of an already compact site.

In response to this, Mr. Stock re-stated his view that our current Planning Protocol must be adhered to at all times to ensure that every application within our village is treated individually and in the same manner as any others, regardless of where the property happens to be. This was agreed by all present.

Mr. Smith said that the proposed extension at 5 Stoney Fields is flat-roofed and the effect on the neighbours appears to be minimal.

Parish Councillors agreed that in this instance we should see what the planning department’s view is with regard to how much of the garden this proposed extension will take up and thus give us a lead for the future.

It was agreed to write to the planning department as follows.

‘The Parish Council has no comment on this application but sympathises with the views expressed to us by one of the immediate neighbours, i.e., they:

- felt that it is an over-development of an already very small plot, because the back garden is tiny
- are concerned about the huge impact a 3-metre extension will have on their ground floor and garden
- felt that the extension will far exceed the building line for the terrace of eight houses
- were concerned about the height of the roof.’

Action: J. Allsop

b) Decisions

a) Decisions

i) Mulberry House, 27 High Street (3/16/2837/HH)

Single storey rear extension

- East Herts Council – granted

7. Specific items

a) District Councillor Mike Freeman’s Report

All Parish Councillors have been e-mailed a copy of Mr. Freeman’s report, a copy of which is attached to these minutes. **See attached**

• Dog fouling byelaws

Mr. Filer asked for it to be minuted that he felt that Parish Councillors should not be responsible for reporting dog fouling incidents as outlined in the canine faeces byelaws for the sportsfield and was not happy at the role the Parish Council is expected to take. Mr. Smith said that, as outlined in Mr. Freeman’s report, EHDC are having further discussions to decide if a new byelaw for the village is in fact necessary given the powers available under the new Public Spaces Protection Order.

• East Herts District “Heritage at Risk” Register

EHDC already have two items listed for Watton-at-Stone, the mile post outside “Chestnuts” and another close to Heath Mount. Parish Councillors could only suggest possibly adding the pudding stone outside the former Waggon and Horses public house. Mr. Meischke said he believed this stone had been erected to stop carts clipping the edge of the building.

• The Great British Spring Clean 2017

Mr. Smith said that the Great British Spring Clean event will take place on 3rd, 4th and 5th March. It was agreed to hold the Watton-at-Stone event on Sunday 5th March at 1000.

Notices to be put up on Facebook and the Parish Council notices boards.

Action: J. Allsop/M. Smith

b) Dog fouling byelaws

Refer to the above item.

c) Traffic along Station Road

Mr. Stock contacted Bradly Joseph (HCC) on 14th February to get an update on the scheduled works for Station Road and the High Street. The following is a summary of the subsequent update he received by e-mail the following day (a copy of which is on file with the Clerk).

- The works are still programmed to start from Monday 20 February (i.e., this week).
- Initially works will start in the High Street and take up to 2 weeks to complete.
- Following this, there will be a 1 week gap before the Station Road element of the programme is started on 13 March and take up to 3 weeks to complete.

- Bradley estimates that the double-yellow lines will be painted in Station Road “sometime around 10 April on the basis that there are no glitches with finalising the Traffic Regulation Orders” (TROs).
- HCC is in the process of making a formal decision on how it plans to proceed with the waiting restrictions in the High Street. If they decide to proceed with implementing these in their current form, then the related yellow lines will be painted at the same time as those in Station Road.
- The yellow lines will be painted to coincide with the date on which the TROs become effective.

Following this update from HCC, Mr. Stock telephoned Bradley Joseph to clarify certain parts of it; the outcome being as follows.

- The fact that the High Street is being started before Station Road was “dictated by Ringway”.
- The work in the High Street (excluding any waiting restrictions) is taking up to 2 weeks because of the work required to install the two bus shelters.
- There is a one-week delay before work starts in Station Road because of third-party work in the area.
- There are no issues outstanding re the double-yellow lines to be painted in Station Road so this will go ahead as per the published scheme.
- A decision on the waiting restrictions in the High Street will be taken by HCC in the next few days and Mr. Stock will be informed accordingly.
- Bradley confirmed that the painting of the double-yellow lines in Station Road will be de-coupled from the waiting restrictions in the High Street and would therefore not be delayed in the event of there being a problem with the latter.

d) Traffic along High Street, including the mini roundabouts

As for Station Road, see above.

The mini roundabouts to be placed on the May 2017 Parish Council agenda.

Agenda: 05/2017

e) Resurfacing of School Lane

At the January Parish Council meeting it was agreed to write to Ken Crofton to ask why the top end of School Lane had not been resurfaced. Mrs. Dinnin said that she had subsequently been in contact with Tom Goldsmith (Rights of Way, HCC) who carried out some investigations for her and the reason this section was not resurfaced was that the equipment they used was not suitable for the narrow path and this work will now be put under consideration for inclusion in the future.

Tom Goldsmith also told us that this footpath 17 was adopted by HCC reference 3F1090/20.

f) Neighbourhood plan – progress report

Dr. Waltham reported on the Steering Group’s meeting held on 18th January at which they discussed the outcome of the second consultation process and the way forward.

Mrs. Hammon reported on the meeting the Steering Group had with the Woodhall Park Estate on 25th January, at which they presented their plans for development in the village. Dr. Waltham was unable to attend the meeting, however Mr. Smith, District Councillor Freeman and other Parish Councillors did.

g) Defibrillator

At the last Parish Council meeting it was agreed to revisit sighting the defibrillator in the High Street rather than on the car park side wall of the Community Hall.

Mr. Smith and Mr. Meischke discussed locating it by the village shop with business owner Rik Sharma. Mr. Sharma suggested that it could be positioned on the wall between Crumbs and the Chinese restaurant. The Bull Public house may have a problem with locating it on one of its wall because it is a listed building.

Mr. Smith and Mr. Meischke then looked again at locating the defibrillator in the Grade II listed redundant red British Telecom phone box located outside 105 High Street. Redundant phone boxes are regularly being reused to house defibrillators and it was agreed that Mr. Smith should pursue this option and apply to BT to adopt the box.

Action: M. Smith

h) Agreed meeting dates for the Civic Year 2017/18

It was agreed that Parish Council meetings shall continue to be held on the third Tuesday in the month, with the exception of December 2017, which will be on the 2nd Tuesday.

• 16 th May 2017	• 21 st November 2017
• 20 th June 2017	• 12 th December 2017
• 18 th July 2017	• 16 th January 2018
• No meeting in August 2017	• 20 th February 2018
• 19 th September 2017	• 20 th March 2018
• 17 th October 2017	• 17 th April 2018

The Parish Council meeting on the 16th May 2017, will be preceded by the Annual Parish Meeting and the Annual Meeting of the Parish Council.

i) War Memorial inspection

Mr. Smith and Mr. Meischke completed the 6-month check of the War Memorial and suggested that it was only necessary for this inspection to be done once annually. This was agreed by Parish Councillors.

j) Website

Mr. Smith said that he came across a village website designer, Mark Stewart of Beanebytes, who lives in Hazeldell. He contacted Mr. Stewart who advised that he would charge about £500 to rebuild the website.

Mr. Stock said that as part of our plans to construct a new website we need to review the current content to make it briefer where possible and provide links to other websites as appropriate to avoid and/or minimise the need for frequent reviews and updates to ensure that information remains valid. He agreed to do the review.

It was agreed that Mr. Smith, Mr. Stock and Dr. Waltham should meet with Mark Stewart. The Clerk also to attend the meeting. Mr. Smith to arrange a meeting with Mark Stewart. **Action: M. Smith**

k) Subscription to Clerks and Councils

Mr. Smith said that ‘Clerks and Councils’ have a lot of useful information relevant to the Parish Council on their website and suggested that at an annual fee of £12 the Parish Council should join. This was agreed.

Action: J. Allsop

l) Watton in bloom

Mr. Smith said that only John Love had responded to the article he submitted in the Parish News. If no one else comes forward the Parish Council may have to abandon taking this item forward.

m) Computer

Mr. Smith said that the Clerk is having serious problems with the current Parish Council laptop which keeps crashing and losing data that is being worked on. Parish Councillors agreed that the laptop should be replaced. The Clerk said that she had already investigated which laptops were the best in the current market and Dell come out well. John Lewis sell a suitable model for £799.95 with a three-year guarantee. This is the same price as buying directly from Dell, but with an extra one year guarantee. The Clerk agreed to ask the opinion of a local computer expert, Kaine Joel, for his advice before Parish Councillors agree the purchase via e-mail.

Action: J. Allsop

8. Sub-Committees

Budget & Finance

Mr. Filer reported on the following items concerning the Budget and Finance Sub-Committee.

- **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		Fasthost – watton-pc.org.uk domain	8.39
			8.39
Cheques issued			
Ram International Limited	6 x battery operated floodlights (NHB funds)		3,024.00
J. Allsop	January 2017 salary and home office allowance		876.38
Mark Harrod	set of two goal posts (NHB funds)		1,622.40
Post office	Stamps		15.36
Wages and salaries	February 2017		1143.58
Adam Welch	Remove oak tree branch over tennis court		240.00
Hertfordshire County	Return of P3 grant		1,000.00
JRB Enterprises	Dog bag dispenser and bags		130.08
			8,051.80
Cheques received			
1 Allotment holder	Allotment rent 2016/17		15.75
			15.75

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Floodlighting from 17/01 to 21/02/17	60.00	None	
Carla Beach – (5 weeks)	207.50		
Tony Silvestri – Pavilion (5 weeks)	50.00		
Clare Young – Main Hall	20.00		
Forever Active	154.00	326.00	
Felicitas Dixon – donation for use of toys	5.00		
Jo Joel – Main Hall & Pavilion	45.00		
Catherine O’Brien	7.00		
Amanda Hart		37.50	
		758.00	

Cheques issued		
BSWW Parish News	Annual fee for hall advert in Parish News	100.00
D P Electrics	supply and fit LED lighting	1,740.00
Rosemary Brown	22.5 hours x £8.10	182.25
Total Contract Cleaners	Hall cleaning in December 2016	120.00
Sports Courts UK Ltd	Double tennis courts -Pressure washing and moss kill	750.00
Hertfordshire County	Cleaning materials	77.16
HMRC	VAT return 12/2016	173.13
		3,142.54
Cheques received		
Watton House	Meeting room	10.00
Chloe Teoli	Set of keys	63.50
		73.50

Parish Councillors agreed the payments.

- **Bank - Parish Council deposit account**

Mr. Meischke said that he had done quite a bit of investigation into obtaining another bank account for the Parish Council. Mr. Filer said that the Clerk would like the main Parish Council and Community Hall accounts to remain with Santander because it allows her to pay in cash at the post office. This was agreed.

Mr. Filer, Mr. Meischke and the Clerk to pursue this item.

Action: D. Filer/J. Meischke

It was agreed to discuss this item at a meeting of the Budget and Finance Sub-Committee.

Action: Budget and Finance Sub-Committee

- **Regulations re debit and credit cards for Parish Councils**

The Clerk e-mailed Julia Warren, Clerk to Wheathampstead Parish Council and SLCC representative for Hertfordshire asking her to clarify the current regulations on debit and credit cards being held by Parish Councils. Her reply of 8th February is as follows.

‘If your financial regs allow you can use them, check your wording or revise as your council decides.

You do need to be aware of fraud and cloning (I am aware of a couple of councils which were caught by this albeit they spotted the problem and the CC company paid out in full)

Another option was to use a third party’s Credit Card and to reimburse them.

It was agreed to discuss this item at a meeting of the Budget and Finance Sub-Committee.

Action: Budget and Finance Sub-Committee

Community Hall Trustees

Mr. Meischke reported on the following items.

- **Toilet Door – quote for locking mechanism**

D. P. Electrics have quoted £380 to supply and fit an electronic timing lock on the external toilets. Mr. Meischke said that timing lock will overcome the current problem of the toilets being left unlocked after older school children return to the village. It will also resolve the problem of the toilets being unlocked by members of the Sports and Social Club when they fail to lock them up again afterwards. He reminded Parish Councillors that until about a year ago, John Philips was paid a £1 a day to open and close the toilets each day.

Parish Councillors agreed to accept D. P. Electrics have quotation. Mr. Meischke to notify them accordingly.

Action: J. Meischke

- **Door locks – Pavilion**

Mr. Meischke said he had asked Michael Lewis, local locksmith, to remove the pavilion lock and fit a grab handle to the door. This gives people using the meeting room access to a fire exit, if the main entrance gets double locked or in the event of a fire.

- **Football lights**

The portable floodlights have been delivered and are in a locked cabinet, purchased specially to store them, in one of the referee changing rooms. John Fitzjohn (Ladies Football Team) has the key to the cupboard and has been asked to get another key cut, he also has all six battery packs and will keep these charged ready for use. A spare key to the cabinet is in the Community Hall’s internal storeroom.

- **Main hall lighting**

Mr. Meischke said that D. P. Electrics provided a quotation of £579 plus VAT to install and fit lighting tubes in the Main Hall. He has asked them if the new lighting tubes will be more energy efficient than the existing tubes. One of D. P. Electrics employees is off sick for 6 months, which may be the reasons why a definitive reply has not yet been received.

- **Forever Active report**

Numbers for the Forever Active programme continue to be very healthy.

- **Adoption of H&S Policy/Fire Risk Assessment/Hire agreement**

All Parish Councillors have been e-mailed copies of the H&S policy, fire risk assessment and hire agreement. Parish Councillors agreed to adopt all three documents.

The Clerk to upload these documents to the Parish Council website.

Action: J. Allsop

Denis left the meeting

- **Cleaners**

Mr. Meischke said that the new cleaners have started work at the Community Hall. They have had to carry out quite a lot of additional work to get the hall up to a good clean standard because Rosemary Brown has recently had an operation to her hand and been unable to do the work properly.

The additional work includes the following cleaning work:

- all the tables in the Pavilion and meeting room
- windowsills and shirting boards
- inside windows

Mr. Meischke said he will need to put a cap on how much work the new cleaners do each week but expects that the weekly bill will be around £33 after this initial cost of getting the building cleaned properly.

- **Boot cleaner area**

The mud around the boot brush cleaner near the Community Hall is almost 9 inches high. Another boot scraper is needed for this area as the current one is too small.

Mark Blacktin has verbally quoted £180 to concrete the area and install another boot scraper. Mr. Knight said if the area around the boot scraper is concreted then the brushes could be hosed down after use.

Mr. Meischke and Mr. Smith to look at the possible options for this area, which can be modified after the end of the current football season.

Action: J. Meischke /M. Smith

This item to be placed on the April agenda.

Agenda: 04/2017

- **Safety surface repair work**

Mr. Smith said that he has the materials required to repair the safety surface under the swings.

Mark Blacktin has verbally quoted £280 for labour. Mr. Smith suggested that we leave this item until after the annual playground inspection this summer, unless the situation gets worse. This was agreed.

- **Loft area over changing room**

Mr. Meischke said that some of the fibreglass insulation in the roof, by the access ladder, has come down. Mark Blacktin has been asked to quote for reinstating the fibreglass. Mr. Meischke to chase.

Action: M. Meischke

- **Car park**

Two vans are currently parked 24/7 in the Community Hall car park. Mr. Meischke said that before approaching the owners of the vehicles to ask them to park their vehicles somewhere else, the car park sign on the Community Hall building should be reworded. It was agreed to remove the wording 'this is a public car park' and change it to read 'this is for users of the hall and surrounding community facilities only'.

Action: J. Meischke/J. Allsop

Recreation & Amenities

Mr. Knight reported on the following items.

- **Tennis Court**

Sports Courts UK Limited have pressure washed and moss cleaned the double tennis courts.

Floodlighting Limited have today serviced the floodlights on the double tennis courts and found two capacitors had burnt out and one protective screen needed replacement.

- **Oak tree branches overhanging tennis courts**

Mrs. Dinnin said that Adam Welch had done the pruning work to the Oak tree at a cost of £240. However, it was subsequently felt that more work was required. Adam Welch provided a second quote of £490 for the additional work.

Mr. Smith and Mr. Knight said that they had inspected the Oak tree again and felt that the Parish Council could re-visit this item in autumn 2017. This was agreed by Parish Councillors.

Adam Welch to be notified accordingly.

Action: C. Dinnin/J. Allsop

Environment Sub-Committee

Mrs. Dinnin reported on the following items.

- **Lammas bank – Steps**

Mrs. Dinnin said that CMS will be arranging to repair and realign the Lammas steps. The lady representative she met in January is leaving CMS, so she referred the job back to Tom Goldsmith (HCC Rights of Way Officer). Her replacement Heidi, will visit Watton-at-Stone on 21st March when volunteers will be on site to repair the steps.

- **War Memorial – 6 month inspection**

Now that the poppy wreaths have been removed, Mrs. Dinnin said that she asked Paul Reynolds if he could pressure wash the flagstones around the War Memorial as soon as possible.

Also, refer to item 7 i, Specific items - War Memorial inspection.

New Homes Bonus Sub-Committee

- **Funding for sports equipment**

Mrs. Stanley said that County Councillor Ken Crofton had contacted her to find out how she had got along with obtaining funding from the sources he had given her. She explained to him that the Parish Council had agreed that on this occasion they would fund the football grants from their New Homes Bonus funds. Ken Crofton is keen for the Parish Council to pursue his funding sources for other sport activities in the village.

As reported under Community Hall Trustees the portable floodlights have been purchased and are now being stored in one of the referee changing rooms in a locked cupboard.

The new football goals are being stored at Blue Bury Farm. Mr. Smith said he had spoken with Paul Reynolds to inform him that the new posts will be installed by the Parish Council during the summer months. This item to be placed on the July agenda. **Agenda: 07/2017**

Mr. Smith said that there is a covenant on the sportsfield that does not allow any building or play equipment to be erected within 150 feet of the boundary hedge with the former Rectory, Glebe House. A Deed of Waiver was granted in December 2001, to allow for the Cricket Club's tractor shed to be built and another agreement will be required to allow for the Cricket runs to be installed. It was agreed that the Clerk contact the Diocesan Board/Church Commissioners to put the wheels in motion. **Action: J. Allsop**

There was a complaint from one of the residents of School Lane because the Ladies Football Club had positioned the new portable floodlights so it lit up the front of their property. Mr. Knight has e-mailed John Fitzjohn (Ladies Football team) asking him to ensure that the portable floodlights are positioned to avoid lighting up any of the properties surrounding the sportsfield.

b) Routine Reports

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

Mr. Smith and Mr. Meischke have carried-out the emergency escape lighting tests and manual alarm call tests.

- ii) **Gas and electricity meter readings**

The Clerk to e-mail Mr. Meischke or Mr. Smith at the end of each month to ask them to take the gas and electricity meter readings. **Action: J. Allsop**

- iii) **Weekly reports - Fire Inspection and shower tests**

Nothing adverse to report.

- iv) **Monthly village-report**

Mr. Knight completed the report on 20th February.

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

- **Sportsfield fencing:** fence at top has a bit missing. Mr. Smith to repair when weather allows.

Action: M. Smith

- **Mill Lane culverts:** quite good but lots of rubbish around the verges etc.

- v) **Weekly sportsfield**

Nothing to report.

- vi) **Website/Facebook**

Put up proposed changes to the Parliamentary boundaries article on Facebook.

Action: J. Allsop

- vii) **Highway and Lighting faults**

None.

9. Correspondence received

Aston Parish Council – Dedicated PCSO

Aston Parish Council have written to say that they will not be supporting our request to help fund a dedicated PCSO.

The Clerk e-mailed the following Parish Councils in November 2016 and the five Parish Councils who have replied did not feel the need, or want to fund, a dedicated PCSO.

Aston, Ardeley, Bengo Rural, Benington, Bramfield, Cottered, Datchworth, Little Munden, Stapleford, Tewin, Walkern

Unless the situation changes, Parish Councillors agreed not to pursue this item further.

10. Village organisations

- **Scouts and Guides**

Mrs. Dinnin reported that the Cubs will be holding a 'Horse Race Night' funding event at the Watton-at-Stone school on 4th March.

11. Items for Parish News

No items were identified for in the April issue of the Parish News.

The meeting closed.

The date for the next Parish Council meeting is Tuesday 21st March 2017.