

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 19<sup>th</sup> March 2019**

<b>Present:</b>	Mr. Mike Smith (Chairman)	Mr. John Meischke (Vice-Chairman)
	Mr. Stephen Block	Mrs. Christine Dinnin
	Mr. Ian Knight	Mr. David Stock
	Dr. Emma Waltham	Mrs. Jane Allsop (Clerk)
<b>Public:</b>	None	
<b>Police:</b>	PCSO Sally Brooks (until 1916)	

**1. Apologies for absence**

Apologies for absence: Mrs. Helen McCash, Mrs. Margaret Stanley, Mrs. Catherine Hammon and District Councillor Sophie Bell.

**2. Public Participation**

Mr. Smith welcomed PCSO Sally Brooks to the meeting and invited her to give her report on Policing matters.

• **Police Report**

PCSO Brooks gave Sergeant Duncan Wallace’s apologies for being unable to attend tonight’s meeting. She was pleased to report that PC Paul Chapman has been allocated as the officer for the Watton-at-Stone area. He has been based in Buntingford for a while but will now directly support the area we come under. She said that this area has been without an officer for over six months and the extra workload has been put on her. PCSO Brooks will continue to cover Watton-at-Stone. She updated Parish Councillors on the crime incidents that have occurred since her last report. PCSO Sally Brooks left the meeting.

**3. Chairman’s/Clerk’s Report**

None.

**4. Declaration of Interests**

None.

**5. Minutes of the last meeting**

**a) Acceptance**

• **Minutes of the Parish Council meeting held on Tuesday 12<sup>th</sup> February 2019**

Parish Councillors agreed that the minutes be approved.

**b) Review of actions**

None.

**c) Action points resolved**

1. Forward the contact details for the Mill building owner to PCSO Sally Brooks
2. Send letter to residents re planning application for The Bull 113 High Street
3. Draft letter to the planning department re The Bull 113 High Street for Parish Council approval
4. Meet to review the HCC footpath report and e-mail Councillor Crofton any comments
5. Contact supplier re commemorative plaque
6. Chase Mark Burrows (acting on behalf of HCC) for an update on the Parish Council owned streetlight
7. Chase Santander re change of bank account name
8. Arrange for damage floodlight to be replaced
9. Purchase notice board for Tennis Club and meet with Mr. Meischke to agree the siting of the board
10. Purchase two sets of boot brushes
11. Discuss purchase one or more lidded litterbins
12. Obtain quotations for groundwork at War Memorial site
13. **Ask Lindsay Holt (Woodhall Estate) for an update on repairs needed to Chestnuts fence**  
Refer to item 8 a, Environment Sub-Committee – Allotments.
14. Liaise with Mr. Smith re repair work required to the Lammas Information Board
15. Arrange for a replacement byelaw sign to be made for the Lammas
16. **Arrange for the bench seat behind the swings to be removed when the safety surface is replaced**  
Parish Councillors agreed that this seat will not be replaced until the swings are renewed.
17. Reinstate litterbin by Tennis Court
18. Report drain cover by the High Street/Station Road roundabout as sinking again

**d) Action points outstanding**

1. **See if Adam Welch has cleared the leaves at the bottom of Station Road as instructed**  
Mrs. Dinnin said that Adam has cleared the leaves at the bottom of Station Road.

**6. Planning**

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

The applications below were dealt with in accordance with the Parish Council's Planning Protocol.

**a) Applications****i) The Bull, 113 High Street (3/19/0236/LBC)**

Single storey rear extension to include minor internal alterations

This application was discussed as a non-agenda item at the February Parish Council meeting. As agreed, Mrs. Stanley sent letters round to the neighbours affected by this application. The Parish Council agreed the following response via e-mail.

“Watton-at-Stone Parish Council supports the above applications in principal but would like the following comments to be taking into consideration:

- There are concerns that, once the building work is complete, a replacement outdoor seating area will be built closer to homes in Rivershill; the residents are already affected by noise and smells from the existing outdoor seating area.
- Whilst the proposed extension will not reduce the number of spaces in the car park, there are concerns that the potential for more customers in the restaurant will require additional parking and no provision has been made for this. At peak times there are already insufficient parking spaces, resulting in overflow parking on the High Street which causes serious congestion.”

**ii) 33 Station Road (3/18/0325/HH)**

Two storey rear extension

After viewing the plans, Mr. Stock visited the site and noted that the other four houses in the row of five had substantial extensions and felt that this application was in keeping with the area. He therefore proposed a ‘No comment’ response and in accordance with our Planning Protocol obtained the agreement of other Parish Councillors before asking the Clerk to contact the Planning Department accordingly.

**b) Decisions**

The following decision was e-mailed to the Parish Council after the March agenda was published.

- **4 Rectory Lane (3/19/0023/HH)**

Detached granny annex within curtilage of garden

- East Herts Council - refused

The following notification of application withdrawn by Applicant/Agent was e-mailed to the Parish Council after the March agenda was published

- **Heath Mount School, Woodhall Park (3/18/2568/FUL)**

Creation of car park for 86 vehicles, new access and relocation of security hut with associated landscaping

**7. Specific items****a) Report from District Councillor Sophie Bell**

The Clerk read out an e-mail from District Councillor Sophie Bell, in which she gave her apologies for absence from tonight's meeting and agreed to send us her report later this evening.”

It was agreed to ask Sophie Bell to update us on the following issues.

- **Train and bus service** – What is the current situation re the 5<sup>th</sup> platform at Stevenage and the related rail-replacement bus services (which we believe are to be introduced this May)?
- **Speed-Aware** – During the October 2018 meeting, Sophie said that she wanted to try to reduce speeding in the village by targeting areas with speed-checks. At that time Mr. Stock reminded her that, in association with the Police, former District Councillor Mike Freeman and his team of local volunteers had been actively involved for a long time in the performance of/reporting on speed-checks at various locations within the village and had been in possession of the appropriate equipment. The Clerk had provided Sophie with the contact details for two of the Speed-Aware volunteers.
- **Mill building** – The request that Sophie put pressure on EHDC to make the Mill building safe. One of the Parish Councillors has witnessed young children exploring the building. There is also concern that the building may be being used for the purpose of drug taking.

The Clerk to contact Sophie Bell.

**Action: J. Allsop**

**b) Neighbourhood plan – progress report**

This item was reported on directly after Environment Sub-Committee.

**c) Footpaths**

Mr. Block said that he and Mr. Stock met to review the HCC footpath report in detail. Mr. Block said that he was quite pleased with the detail of the plan. Councillor Ken Crofton indicated that the project would cost in the region of £24,000 but that HCC do not have any funding for the scheme and asked the Parish Council if they had any suggestions on funding streams. Mr. Block said that he felt that the cost of the work was very low and had asked Ken Crofton for a cost breakdown.

After discussion, Parish Council agreed that Mr. Block should e-mail Ken Crofton to inform him that we do not know of any funding streams and do not precept for such items. **Action: S. Block**

Mr. Stock repeated his concerns about the very poor state of the footpaths in Hazeldell and related issues re future progress to address/resolve the situation. It was agreed to put this on the agenda for our meeting in June.

**Agenda: June 2019**

**d) Commemorative plaques**

Mr. Stock said that after many discussions with the supplier about a number of issues, we now expect to receive the plaque before the end of this month.

**e) Streetlight update**

HCC have submitted their invoice of £7,500 plus VAT for the LED streetlight conversions. They have also invoiced for the streetlighting energy and maintenance costs for the 8-month period from 1<sup>st</sup> April to 30<sup>th</sup> November 2018, when HCC officially took over responsibility for the Parish Council owned streetlights.

Mark Burrow (acting on behalf of HCC), is in the process of sorting out the legal agreement to transfer the Parish Council owned streetlights to HCC ownership. The Clerk has asked him to ensure this is done prior to the beginning of May, so that the Parish Council can arrange for the streetlights to be removed from our insurance policy before its renewal date on 1<sup>st</sup> June.

**f) George and Dragon Public house**

Mr. Smith said that as a village we need clarification on the future of the George and Dragon public house, as lots of rumours are spreading about its demise and the future of the building. He e-mailed all Parish Councillors on 16<sup>th</sup> March the following draft letter.

“It is not often that The Parish Council comments officially on business practices within the village, but such has been the outpouring of concern that we feel obliged to write to you.

The George and Dragon is iconic in Watton at Stone and has in the past served not only the village but the wider community well, this makes it all the more difficult to understand its dramatic decline over the past year or so.

We understand that the trade is difficult, but this is an affluent area that supports many similar establishments even within the village.

Perhaps you would like to draft a few lines by way of explanation that we could upload to our website rather than all and sundry second guessing and circulating rumours about its eventual demise.”

After discussion, Parish Councillors agreed that Mr. Smith should send this letter to Sarah Barron, Business Development Manager at Green King Brewing and Retailing Limited. **Action: M. Smith**

**g) V.E.T.S Defibrillator training**

Mr. Smith said that several people he had spoken to have expressed an interest in having defibrillator training. He informed Parish Councillors that there is a training scheme called VETS that is designed to help the lone rescuer. A third of all 999 calls are from lone rescuers, so getting help to them quickly is important. VETS is a community-run system and enables up to 10 “good neighbours” to assist pending the arrival of the emergency services. A local number is used as a single point of contact using "Hunting-Group" technology to ring all volunteers phone numbers simultaneously.

The system can also be used for any emergency where additional help is required from neighbours, whether Cardiac Arrest or not. The availability of VETS helps villages whether or not they are using a CHT provided defibrillator project, and gives a level of reassurance to the elderly, those living alone, and to the infirmed, that there is always help on hand.

Parish Councillors agreed that to gauge interest in the scheme, an article needs to be placed in the Parish News, on our website and on our Facebook page.

Mr. Smith agreed to find out more about what the training involves and write an article accordingly.

**Action: M. Smith**

## 8. Reports

### a) Sub-Committees

#### Budget & Finance

Mr. Block reported on the following items.

- Monthly accounts

#### Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		None	
<b>Cheques issued</b>			
Frank Cooper & Son	1 x pitch marking		42.00
Frank Cooper & Son	2 x pitch marking		84.00
Joanne Moore	Rebate on Allotment rent overcharge		6.00
Wages and salaries	February 2019		1276.89
Lydia Butcher	Rebate on Allotment rent overcharge		6.00
The Sign Maker	Memorial Plaque		248.60
Broxap	Broxap boot brushes		184.40
Emma Waltham	2 x Neighbourhood Plan website domain names		37.17
XL Displays	Notice board for Tennis Courts		612.00
Bidwells	Sportsfield extension Glebe rent		125.00
Community Hall	NHB re Abacus safety surface		5,885.44
David Ogilvie	WWII bench with Mike Freeman memorial plaque		1,018.80
Hertfordshire County Council	Lighting and energy costs - 01.04.18 to 30.11.18		908.75
Hertfordshire County Council	Conversion of Parish Council streetlights to LED lamps		9,000.00
HMRC	NI contributions for Clerk and PC		217.74
			<b><u>19,652.79</u></b>
<b>Cheques received</b>			
Sports & Social Club	Donation towards pitch marking		<u>210.00</u>
Tennis Club	Donation towards notice board		<u>510.00</u>
			<b><u>720.00</u></b>

#### Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Tony Silvestri - Pavilion (3 weeks)	30.00	White board magnets	7.99
Youth Girls Football - Main Hall hire	40.00	Philip Smith – travel	13.50
Clare Lale – Main Hall & Pavilion	72.00	JSM Archery	70.00
Nicola Hayward – Pavilion hire	32.00	Tony Silvestri – Yoga	<u>72.00</u>
Debbie Tyler - - Main Hall & Pavilion	45.00		<b><u>163.49</u></b>
Donation for use of toys	10.00		
Floodlighting donations	155.00		
Active East Herts - December	<u>493.00</u>		
	<b><u>877.00</u></b>		
<b>Cheques issued</b>			
Wages and salaries	February 2019		402.57
James Turner	Annual boiler and heating service		<u>266.81</u>
			<b><u>669.38</u></b>
<b>Cheques received</b>			
Felicitas Dixon	Main Hall and Pavilion		22.00
Tumble Tots	Main Hall hire – February 2019		80.00
Stuart Blackburne	Main Hall		75.00
Peter Khera	Main Hall		227.05
Alice Willet	Pavilion hire on 09.03.19		32.00
Fran Wright	Main Hall hire in March		90.00
Paula Sutton	Main Hall hire - Jan - March		222.30
Watton House	Meeting room		10.00
Table Tennis	Main Hall hire - Jan - March		114.00
Chloe Teoli	Main Hall - January to March		<u>548.55</u>
			<b><u>1420.90</u></b>

Parish Councillors agreed the payments.

- Change of bank account name**  
Santander have written to acknowledge the change of bank account name to the “Watton-at-Stone Community Hall Fund”, deleting the words Tennis Club.
- Financial Regulations**  
Parish Councillors reviewed the Financial regulations dated March 2018 and agreed that no changes were required to this document.
- Risk Assessment and Financial Management**  
Parish Councillors reviewed the Risk Assessment and Financial Management document dated March 2018. It was agreed to delete “Tennis Courts A and B” on page 2 of the document. The kicker boards were removed when the new tennis court fencing was installed.  
The following entry was also added to the Risk Assessment and Financial Management document.

Personal Data	Loss of personal data	Information is purely kept for the Parish Council’s own use and where possible is kept in a passworded file and any hard copies are kept under lock and key.	Digital copies to be kept in the safe at the Community Hall
---------------	-----------------------	--	---

- Long-Term Capital expenditure**  
As part of the Risk Assessment, the Parish Council reviewed the Long Term Capital expenditure items and made changes to this document where necessary.  
A copy of the modified version is attached to these minutes. **See attached**  
Parish Councillors adopted the revised Risk Assessment and Financial Management, which will be dated March 2019. The Clerk to upload the document to the Watton-at-Stone website **Action: J. Allsop**
- Update Asset registers for 2018/19**  
Mr. Meischke took Parish Councillors through each item of the asset register and modifications were made as required. A copy of the revised Asset Register to be e-mailed to all Parish Councillors. **Action: J. Allsop**
- Appoint auditor for the Internal audit of the Parish Council accounts for the year ended 31<sup>st</sup> March 2019**  
Stuart McCash was appointed as the internal auditor of the Parish Council accounts.  
The Clerk will arrange for the Parish Council accounts, for the year ending 31<sup>st</sup> March 2018, to be submitted to Stuart McCash for auditing. **Action: J. Allsop**
- Appoint auditor for the External audit of the Community Hall accounts for the year ended 31<sup>st</sup> March 2019**  
McCash and Hay was appointed the external auditor of the Community Hall accounts.  
The Clerk will arrange for the Community Hall accounts, for the year ending 31<sup>st</sup> March 2018, to be submitted to McCash and Hay for auditing. **Action: J. Allsop**

**Community Hall Trustees**

Mr. Meischke reported on the following items

- Cleaning contract**  
Mr. Meischke said that Little Gems, who clean the Community Hall on Mondays, have signed another cleaning contract at the same price per clean. The contract will expire on 19<sup>th</sup> February 2020. They have also provided a copy of their current insurance certificate. Mr. Meischke has passed both documents to the Clerk for filing.
- Outside toilets**  
The outside toilets had to be shut again for a couple of days because someone had dropped an unopened bottle of beer down the toilet. The bottle had smashed, and the glass had gone everywhere including down the toilet. Mr. Meischke said it was a time-consuming job getting all the glass out of the toilet.
- Showers**  
The broken showerhead has been repaired.
- Annual boiler and heating service**  
James Turner Limited have carried out the annual boiler and heating service.

## Recreation and Amenities Sub-Committee

Mr. Knight reported on the following items.

- **Egress light on tennis court**  
There has been a problem with the egress light bulb on the tennis court repeatedly breaking. Mr. Meischke said that D. P. Electrics have inspected the broken light and suggested that when the bracket wobbles in the wind it may cause of the lightbulb to break. They will be fitting a new LED light fitting to resolve this problem and Mr. Meischke to Mr. Knight will oversee the work. **Action: J. Meischke/I. Knight**
- **Floodlight bulb**  
Mr. Knight said he is in the process of arranging for a replacement floodlighting bulb to be fitted.
- **Tennis Club notice board**  
The Parish Council have ordered a large Weather Shield notice board from XL displays, for the Tennis Club to use, in the same style as the two latest Parish Council notice boards, but freestanding on two legs. The Tennis Club have given the Parish Council a donation of £510 towards the net value of the board. Mark Blacktin has estimated the installation cost will be £120 including material and labour. Delivery of the notice board is expected before the end of March and Mr. Knight will liaise with Mark Blacktin re its installation. **Action: I. Knight**
- **Boot brushes**  
The boot brushes have been purchased and are currently being stored in the plant room.
- **Sportsfield - condition of the grass**  
Mr. Knight said that he had inspected the sportsfield grass and was pleased to report that it is in surprisingly good condition and does not appear to need any fertilising before the cricket season.
- **Request for use of sportsfield for 8-a-side football**  
The Clerk said that she had received a request from Mr. Duncan Cox for 8-a-side football pitch being marked out on the sportsfield. The Clerk suggested he contact Mr. Knight and gave him his phone number. Mr. Knight said that he had not been contacted yet and asked the Clerk to give him Mr. Cox's contact details. **Action: J. Allsop**
- **Request for use of sportsfield for use by Fitness instructor, including access to toilets and car park use**  
Ben Talbot, fitness trainer, has requested the use of the Watton Meadow (sportsfield) and maybe the tennis courts too when the weather is very wet for a women's fitness class he runs on Tuesday and Thursday mornings.  
After discussion, Parish Councillors agreed to charge £10 per session for use of the sportsfield facilities and toilet/small changing room facilities.  
The Clerk to notify Ben Talbot accordingly. **Action: J. Allsop**

## Environment Sub-Committee

Mrs. Dinnin reported on the following item.

- **War Memorial**  
Mr. Stock said that three site meetings had taken place with different contractors to explain and discuss (based on his latest sketch) the work to be undertaken during this phase of the site make-over. One quote has now been received and the other two are expected within the next few days.  
He then explained that some minor clearance work would be required before the selected Contractor could start work. A site meeting with Adam Welch to be arranged accordingly. **Action: C. Dinnin/D. Stock**  
New/revised planting schemes will be discussed after the ground works have been completed by the Contractor.  
Mr. Stock was happy to report that we are now in possession of the WW1 bench for the site. The Clerk has paid the invoice and we are in receipt of the donation from Mrs. Freeman.
- **Allotments**  
Mrs. Dinnin said that the fence overhanging the allotments, that belonged to the Chestnuts that has now been repaired by the Woodhall Estate. However, the new fence panel has been put with the bad face showing towards the allotments. Mr. Meischke said that legally the good face should always be given to the neighbour and this is how proof of boundary is often established.  
Mr. Smith agreed to inform Lindsay Holt asking her to have the panel changed round. **Action: M. Smith**  
Mrs. Dinnin has spoken to Mark Blacktin about the fencing for enlarged car park area at the Glebe Court end of the allotments. Mr. Smith said that he had the timber required to complete this job.  
Mrs. Dinnin to inform Mark Blacktin accordingly. **Action: C. Dinnin**

- **Information Boards on the Lammas and Watton Green**

- **Watton Green**

Mrs. Dinnin said that she has asked Mark Blacktin to quote for making a new framework for the Information Board.

- **The Lamas**

Mrs. Dinnin said that she had asked Mark Blacktin to quote for repairing the Information Board on the Lammas. The artwork appears to be in good order but the Perspex that covers it needs replacing as it has a hole in it. It was agreed that during renovation the artwork is removed and digitally scanned to enable making a replacement copy easier in the future.

Mrs. Dinnin to liaise with Mr. Smith to get the work to be done. The Clerk said she would arrange for the artwork to be digitally scanned.

**Action: C. Dinnin/J. Allsop**

The Clerk suggested that both the Watton Green and the Lammas Information Boards could be made from recycled plastic rather than timber, consequently reducing future maintenance costs.

Mr. Smith agreed to investigate this as a possible option.

**Action: M. Smith**

- **Byelaw sign**

The Clerk said that she has ordered the Byelaw sign from 1<sup>st</sup> Call Signs at a cost of £50 plus VAT. The Clerk to collect and pay for the sign.

**Action: J. Allsop**

- **Cottage site**

Tony Bradford has been doing some more planting on the cottage site this winter, including some coppicing to let the light in for next year's planting

Mrs. Dinnin was sad to report that Tom Goldsmith (Rights of Way Officer) has left HCC and set himself up in business as a landscaper. She said he will be much missed by herself and the Parish Council.

- **Item 7 b Specific items – Neighbourhood plan – progress report**

Dr. Waltham said that the Steering Group met with the Woodhall Estate on 13<sup>th</sup> February.

The meeting with the Woodhall Estate was fruitful and they have agreed to make changes to their original plans to accommodate the area proposed.

The Steering Group will need letters from both Fairview New Homes and the Woodhall Estate confirming the areas they wish to develop and the number of units that would be built on and the benefits they would propose for the village.

The Woodhall Estate have said that they are willing to facilitate extra football pitches. They have suggested land at Mill Lane, beyond the Scout Hut. Mr. Knight said that the Sports and Social Club had spent many years trying to secure this plot of land from the Woodhall Estate, although it is now reduced in size because of the trees that have been planted at the A602 end.

Another meeting of the Neighbourhood plan volunteers needs to be held at the school, a provisional date of 9<sup>th</sup> May has been set, with public consultation taking place in June. The Steering Group would like to put their draft plan together by the Summer and therefore would need the Parish Council to sign it off by the middle of July.

Dr. Waltham said that she needs to know what the football clubs' needs are in the way of pitches. Mrs. Dinnin said that there are seven youth teams. In addition to this, there are two adult football teams (one male and one female team).

Mr. Smith suggested that if the adult football pitch moved away from the sportsfield to Mill Lane then youth football could move to the sportsfield.

Mr. Smith agreed to draw up plans to accommodate youth football on the sportsfield, enlarging the car parking area and having a mini football pitch at the end of the allotments. This would be discussed at the next Steering Group meeting.

**Action: M. Smith**

Dr. Waltham said that the Neighbourhood plan need to build at least 92 homes. The Woodhall Estate and Fairview New Homes developments would bring us 120 homes with an additional 15 homes at the HCC depot, plus infills within the village.

The Parish Council have, in agreeing to put together a Neighbourhood Plan, formally acknowledged that they are pro development. If only one of the two Green belt sites is released for development the logical site would be the Walkern Road site, on planning grounds.

It was agreed that the Parish Council need to meet with the Steering Group to discuss the potential benefits of either or both proposed developments. Dr. Waltham to arrange a date for this meeting. **Action: E. Waltham**

Dr. Waltham said that not all the grant money awarded to the Neighbourhood Plan has been spent in this financial year. She is awaiting a final invoice for this year ending 31<sup>st</sup> March 2019. The grant underspend will need to be returned and new grant applications submitted in the new financial year.

**b) Routine Reports**

- i) **Emergency escape lighting tests and manual alarm call tests**  
Mr. Meischke confirmed that the above test had been completed this week.
- ii) **Gas and electricity meter readings**  
Mr. Meischke gives the Clerk gas and electricity meter readings at the end of each month and she uploads these readings to the providers websites.
- iii) **Weekly reports - Fire Inspection and shower tests**  
None.
- v) **Monthly village-report**  
Mr. Knight completed the report on 11<sup>th</sup> March 2019. He said that the only negative he identified was the damaged fence on the allotments. However, since carrying out the report, the fence has been repaired.
- vi) **6-month check**  
Mr. Knight and Mr. Block carry-out the 6-month check and confirmed that all was in good order.
- vii) **Weekly sportsfield**  
None.
- viii) **Website/Facebook**  
Upload article written by Mr. Smith re V.E.T.S Defibrillator training **Action: J. Allsop**
- ix) **Highway and Lighting faults**  
None.
- x) **Dog fouling reports**  
None.
- xi) **Police reports**  
Refer to Police report under item 2 – Public participation

**9. Correspondence received**

- a) **E-mail from Paul Codd (Govia Thameslink Railway) re Stevenage to Hertford North - Buses service**  
All Parish Councillors have been forwarded a copy of Paul Codd's e-mail.  
It was agreed to ask Sophie Bell to keep us updated on all train and bus service issues. **Action: J. Allsop**  
Refer also to item 7 a, Specific items - Report from District Councillor Sophie Bell
- b) **East Herts Council – Parish and District Council election procedure**  
The District and Parish Council elections are scheduled to be held on Thursday 2<sup>nd</sup> May.  
The Clerk has e-mailed all current Parish Councillors the election procedure and the dates for submitting nominations papers. She agreed to take Parish Councillors completed nomination papers into East Herts Council. **Action: J. Allsop**
- c) **E-mail from Charles Clark - request for dog waste bin**  
Charles Clark e-mailed the Clerk on 11<sup>th</sup> March as follow.  
  

“I am asking that the Parish Council consider installing a dog litter bin at the Church Lane end of the footpath that runs between the school and the Children’s Centre. This is because while there is a litter bin at the point where the path meets the road it is often filled to overflowing with a combination of litter and used dog bags.

Also, the emptying of this bin is somewhat erratic and there is no other dog litter bin nearby other than Watton Green.

I use this footpath fairly often while walking my dog and often have to pick up dog faeces as the path is very narrow.

Mr. Block said that if a dog-waste bin is purchased for this site, the cost would be approximately £250, plus installation, with an additional annual emptying cost. EHDC annual charge for emptying one dog-waste bin in 2018/19 was £165.32 plus VAT, the Parish Council currently pay for emptying three bins.

Mr. Smith suggested that in the first instance we fit a lidded bin, the same style as those recently fitted around the village and monitor the dog waste situation. This was agreed by Parish Councillors.

Mr. Block to arrange for a lidded litter bin to be fitted at the Church Lane end of footpath 17.

**Action: S. Block**

- **Litter bins**

Mr. Block said that Mr. Knight had requested a lidded litterbin by the tennis courts, in place of the non-lidded bin. There are currently 17 non-lidded litterbins in the village and Mr. Block proposed that we purchase an additional 11 lidded litterbins, with the same specification as those purchased in October 2018, from Glasdon UK and request that one of the bins is provided free of charge. He said that this could be financed from the New Homes Bonus funds and would benefit the entire village. Parish Councillors approved the purchase.

The Clerk to order the litterbins as specified.

**Action: J. Allsop**

Dr. Waltham said that another large bin is also required on the footpath that runs beside the school (Footpath 17) at the Rectory Lane end. At the beginning of this year, the Parish Council installed one floor mounted large litterbin at the end of Glebe Close, near the pedestrian gate to the school car park.

Mr. Block agreed to see if a large bin will fit at the Rectory Lane end of this footpath.

**Action: S. Block**

## 10. Village organisations

None.

## 11. Items for Parish News

The following item to be included in the May edition of the Parish News.

- Article re V.E.T.S Defibrillator training.

**Action: M. Smith**

**The meeting closed 2150.**

**The date for the next Parish Council meeting is Tuesday 16<sup>th</sup> April 2019.**