

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 17th September 2019

Present:	Cllr. Mike Smith (Chairman)	Cllr. John Meischke (Vice-Chairman),
	Cllr. Stephen Block	Cllr. Christine Dinnin
	Cllr. Catherine Hammon (1930)	Cllr. Ian Knight
	Cllr. Kay Jancey	Cllr. David Stock
	Clerk: Jane Allsop	

1. Apologies for absence

Apologies for absence: Cllr. Helen McCash, Cllr. Emma Waltham and District Councillor Sophie Bell.

2. Public Participation

None

3. Chairman's/Clerk's Report

Two planning decisions have arrived since the agenda was published. Refer to item 6 b, Planning decisions.

4. Declaration of Interests

None.

5. Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on Tuesday 16th July 2019**

Parish Councillors agreed that the minutes be approved.

b) Review of actions

1. **Install the two salt bins:** outstanding.

Action: M. Smith/ S. Block

2. **Try to remove graffiti from bench on the Lammas**

Cllr. Meischke said that he had removed the graffiti.

3. **Purchase subscription to Parish Online**

Annual subscription to Parish Online has been purchased and currently the Clerk and Cllr. Smith have admin access rights.

The Clerk is to arrange for Jacqueline Veater and Mehron Kirk to have access rights to Parish Online.

Action: J. Allsop

4. **Contact groups that attend the War Memorial Hall re an entry on the website**

The Clerk said that this is ongoing.

Action: J. Allsop

5. **Monitor usage of the litterbin near the main entrance of the Community Hall**

Cllr. Smith said that size of this litterbin appears to be sufficient, but he will periodically monitor its usage.

6. **Contact EHDC re various items concerning parking restrictions in the High Street**

It was agreed to ask Sophie Bell to chase this item for the Parish Council.

Action: J. Allsop

7. **Ask David Payne to empty the bin near Watkins Hall Farm on a regular basis:** completed.

c) Action points resolved

1. Write to Planning department re 21 Lammas Road

2. E-mail Mr. Filer plans re installation of telecoms apparatus near his property

3. Arrange a Gains Committee meeting and speak to EHDC and Ms. Veater

4. Book a 12-person course with Onsite First Aid for a Saturday morning in October

5. Liaise with the Clerk re Community Hall availability for first aid course

6. Advertise the first aid event

7. Put copy of Cllrs. McCash's quarterly inspection report with the accounts

8. Change Clerk's BT telephone service

9. Contact Adam Welch re preparatory work at War Memorial site

10. Contact Grassroots re start date for groundworks at War Memorial site

11. Contact the Landscape Officer at EHDC re damage to TPO Scarlet Oak tree

12. Ask TreeSmiths to do a survey on the Scarlet Oak tree and e-mail her their report

6. Planning

In the absence of Cllr. McCash, Cllr. Smith reported on the following planning applications.

All applications are dealt with in line with the Parish Council's planning protocol.

a) Applications

i) 6 Moorymead Close (3/19/1547/HH)

Front extension to create a porch (including roof light within the extended roof) and part conversion of the existing garage area to create a utility room

Cllr. Block visited the neighbours at 5 and 7 Moorymead Close, who had no objections to the application. Cllrs. McCash e-mailed Parish Councillors suggesting a 'No comment' response. All Parish Councillors who responded to Cllrs. McCash's e-mail were in support and the Clerk wrote to the planning department accordingly.

ii) Ballacraine, Walkern Road (3/19/1551/HH)

Alterations to front porch, to create pitched roof. Removal of pitched roof to rear and alterations to fenestration throughout

As he was unable to make contact with the neighbours, Cllr. Knight delivered copies of the planning protocol letters to the neighbouring properties and instructed the Clerk to make a no comment response to the planning department

iii) 82 High Street (3/19/1575/LBC)

Internal refurbishment of bar servery, new flooring to dining and trade areas. Replacing existing hearth in dining area, replace door to toilet lobby and removal of all fixed seating

The Parish Council agreed, via e-mail, not to comment on this application as it is a Listed building Consent application and refers only to internal alterations.

j) Decisions

i) 82 High Street (3/19/1141/FUL)

Construct 2 no new timber pergolas, 1 no to the rear garden and 1 no to the side entrance from the car park
-East Herts Council – granted

ii) 82 High Street (3/19/1142/LBC (Listed Building and Conservation Areas))

Construct 2 no new timber pergolas, 1 no to the rear garden and 1 no to the side entrance from the car park
-East Herts Council – Permission/Consent Unnecessary

iii) 21 Lammas Road (3/19/1277/FUL)

Single storey extension to the front elevation to include two windows to side elevation

-East Herts Council – granted

The following decisions were e-mailed to the Parish Council after the September agenda was published.

- **6 Moorymead Close (3/19/1547/HH)**

Front extension to create a porch (including roof light within the extended roof) and part conversion of the existing garage area to create a utility room
-East Herts Council – granted

- **Ballacraine, Walkern Road (3/19/1551/HH)**

Alterations to front porch, to create pitched roof. Removal of pitched roof to rear and alterations to fenestration throughout
-East Herts Council – granted

c) Appeals

i) 33 Station Road (3/19/0325/HH) - Appeal reference 19/00098/REFUSE

Two storey rear extension -The Planning Inspectorate – Appeal allowed, and planning permission granted

ii) Land rear of 35, 37, 37a Station Road (3/18/2718/FUL)

Erection of a detached two storey house -The Planning Inspectorate – Appeal allowed, and planning permission

Parish Councillors expressed their surprise that the appeal had been allowed.

j) Withdrawn

iii) Land rear of 35, 37, 37a Station Road (3/19/1013/FUL)

Erection of a detached two storey house

Application withdrawn by Applicant/Agent

7. Specific items

a) Report from District Councillor Sophie Bell

The Clerk said she received the following e-mail from District Councillor Sophie Bell today.

“Unfortunately, I’m unable to make tonight’s meeting as I have another meeting to attend.
See you next month.”

As Cllr. Bell has not given the Parish Council a report since their July meeting, the Clerk e-mailed her back asking her for a report but did not receive a response.

b) Neighbourhood plan AND Gains Committee – progress report

Cllr. Stock reported on this item as follows.

A meeting between members of the Parish Council ‘Gains Working Group’ and members of the Neighbourhood Plan (NP) Steering Group was arranged for 12 September to co-ordinate our activities and better understand progress to date and what items were outstanding.

On the day, it was unfortunate that the only people able to attend were Cllrs. Smith, Meischke and Stock plus Cllrs. Hammon and Waltham; both of whom are also members of the (NP) Steering Group. J. Veater, NP specialist and consultant to the Steering Group, was also in attendance.

However, the meeting proved to be very useful and much was discussed between the parties in detail, especially during the period that Cllr. Waltham and Cllr. Hammon were outlining various aspects of the schedule leading towards the forthcoming public exhibition. The outcome of the meeting was very positive and much clearer understandings were achieved.

The ‘Gains Working Group’ agreed to produce text for the creation of a display board, for the upcoming public exhibition, to highlight the pros and cons of the ‘projects’ that the Parish Council would like to put forward as possible community-gains from the currently proposed housing development in the village. To this end Cllrs. Smith, Meischke and Stock met on 16 September and agreed a proposed content.

Cllr. Stock handed a copy of a proposed ‘Gains’ document that he had produced as a result of that meeting to all Parish Councillors present and asked for their agreement of its contents before Friday 20 September (no response would be taken as an agreement).

Action: All Parish Councillors

Cllr. Hammon arrived at the meeting and was briefly updated on the discussions up to this point and was given a copy of the ‘Gains’ document.

Cllr. Hammon pointed out that one of the possible gains discussed previously was missing and agreed to provide Cllr. Stock with the relevant text so that he could incorporate it and then, after final agreement, pass the document to J. Veater (with a copy to a member of the NP Steering Group) as soon as possible for processing further.

Action: C. Hammon / D. Stock

c) Parking along the High Street

Cllr. Meischke read out the following e-mail, dated 27th August, from Christine Grant.

“The main roundabout at the bottom of Heath Mount, I wondered if the village businesses would club together and put flowers on it, like Stevenage and many other towns have, BUT are they still going to get rid of it and put traffic lights there???? Or does the roundabout stay there with the traffic lights?

Also, I have noticed how dangerous it is for the elderly and children to cross the road from where Rose Brown lives to get to the shop, and vice versa.

So many cars are parked there and the speed some cars come at. Looking down towards the Memorial Hall the view is not clear as the bend is there, and the elderly can’t move quickly! Would it be possible to put a crossing anywhere there to help them?

Just thoughts for the Parish Council.”

Cllr. Meischke said he would be covering some of the items she raised under item 9 b, Correspondence received. HCC

Cllr. Stock said that the Parish Council need to resurrect Traffic along the Hight Street as an item. The request for a High Street crossing has always been rejected by Highways because of the bend in the road means that drivers would not see the crossing until they were almost upon it.

Parish Councillors agreed that ‘Traffic in the High Street’ should now become a monthly agenda item.

Refer to item 9 b, Correspondence received. HCC – A602 improvements from Watton-at-Stone to Tonwell.

d) First Aid training

Cllr. Jancey said that she had booked a 12-person course with Onsite First Aid for the morning of Saturday 12th October and this course is now fully booked. A £10 contributions have been received from all those attending the course.

Cllr. Smith thanked Cllr. Jancey for organising the First Aid training.

8. Reports

a) Sub-Committees

Budget & Finance

Cllr. Block reported on the following item.

- Monthly accounts

Watton-at-Stone Parish Council

Petty Cash – Receipts		Petty cash - Payments	
None		None	
Cheques issued	Includes VAT element if applicable		
Adam Welch	Work to War Memorial site		390.00
Onsite First Aid Training	first aid course on 12th October		466.80
Wages and salaries	August and September		1587.66
David Payne	Mow around Community Hall and car park areas		35.00
Frank Cooper & Son	Grass cutting August		360.00
GeoXphere Ltd	Parish online mapping service - annual subs re		180.00
PKF Littlejohn LLP	Annual Audit		360.00
Grassroots	Work to War Memorial site		3,868.91
Community Hall	1/2-year grant		2,687.50
			9,935.87
Cheques received	There is no VAT on Parish Council income		
11 Applicants	First Aid course		110.00
			110.00

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Felicitas Dixon – Main Hall &	22.00	Philip Smith – Travel expenses July	40.50
Active East Herts – July	386.00	JMS Archery – Archery Tuition July	30.00
Tony Silverstri – 1 week in August	12.00	Tony Silvestri – Yoga instruction -	80.00
Active East Herts - August	252.00	Philip Smith – Travel expenses -	40.50
Tony Silverstri – 4 weeks in	60.00	Tony Silvestri – Yoga instruction -	25.00
Felicitas Dixon – Main Hall &	22.00		216.00
Floodlighting donations	120.00		
	874.00		
Cheques issued			
Hertfordshire County Council	Cleaning materials		40.12
Wages	July and September		1022.76
Hertfordshire County Council	Cleaning materials		78.49
Mark Blacktin	repair toilet		33.00
Hertfordshire County Council	Cleaning materials		113.64
			1288.01
Cheques received			
Felicitas Dixon	Main Hall and Pavilion hire		22.00
Badminton Club	Main Hall		142.50
Fran Wright	Main Hall		45.00
Chloe - Bounce	Main Hall		192.00
Paula Sutton	Main Hall		229.90
Peter Khera	Main Hall		181.45
Chloe - Bounce	Main Hall		192.00
Blakemore& Son	Main Hall, Pavilion, meeting room		160.00
Ladies Football	Main Hall hire		24.00
Ben Talbot	Toilet and changing room facilities		80.00
Tumble Tots	Main Hall hire		36.00
Youth Club	April - June - MH & Pavilion		153.00
Youth Club	July - September - MH & Pavilion		178.50
Jonelle Roberts	Main Hall & Pavilion		60.00
Chloe - Bounce	Main Hall		165.00
Ildiko Imre-Karda	Meeting Room		144.00
Matasa Rayyes	Pavilion on Christmas day		56.00
J. Holt	Main Hall hire		45.00
Ben Talbot - Talbot Fitness	Toilet and changing room facilities		100.00
			2206.35

Parish Councillors agreed the payments.

- **Request for Budget items for 2020/21**

Cllr. Block asked Parish Councillors to submit their budget requests to the Clerk for the 2020/2021 budget as soon as possible. Where possible, Parish Councillors should supply quotations for budget items.

Action: Parish Councillors

- **PKF Littlejohn LLP – Annual Audit**

Cllr. Block said that the Parish Council has received ‘a clean bill of health’ from the auditors PKF Littlejohn LLP, who have signed off the annual statutory approval of the Parish Council accounts for the year ended 31st March 2019.

Cllr. Block said that the Parish Council is required to display a notice of conclusion of audit on the Parish Council notice board as well as on the Watton-at-Stone website, together with sections of the completed annual return. Copies of these documents have been e-mailed to all Parish Councillors. **Action: J. Allsop**

Community Hall Trustees

Cllr. Meischke reported on the following items.

- **Roof**

Cllr. Meischke said that approximately 10 to 15 roof tiles on car park low-level roof have cracked, causing water to run down the wall rather than go into gutter. He explained that these composite roof tiles can be replaced but are very difficult to fit because of the way they were originally installed and are unlike clay roof tiles.

Cllr. Meischke obtain a quotation from P. J. Roofing to replace the broken roof tiles and then forward it to Cllr. Smith and the Trustees for their approval.

Action: J. Meischke

Cllr. Smith said that the company who fitted the new composite low-level roof over the existing roof on the meeting room side of the building is still able to supply and install a similar roof. This roof cost £5,700 (excluding VAT) to install in March 2016.

Cllr. Smith to obtain a quotation to reroof the car park low-level roof.

Action: M. Smith

- **Library**

Cllr. Meischke said that the library is still running well. Due to popular demand, the number of thrillers on the shelves has been increased and the romantic novels decreased.

- **Active East Herts**

Cllr. Meischke said that the Green Dragon Archery, who have been shooting alongside the Active East Herts Archery Group, have said that this can no longer continue because their insurance cover does not include the Active East Herts Group when Cllr. Meischke is not available to instruct the group.

He has therefore had to split the two groups, with Active East Herts archery shooting between 12:30 and 13:45 and Green Dragons from 14:00 to 16:00.

Cllr. Meischke will arrange to obtain updated Active East Herts posters for the notice boards and our Facebook page.

Action: J. Meischke

- **Deep Clean**

Cllr. Meischke said that following complaints about the cleanliness of the Pavilion flooring, he realised that the Community Hall had not had a deep clean for approximately three years. He has therefore instructed the Monday cleaners (Hayley Daniels, H. D. Cleaning Services) to do a deep clean.

Cllr. Meischke said that the silicone sealant between the flooring and the skirting boards has turned black and he was not sure that this would come clean due to its age.

- **Rate and lease details**

Cllr. Meischke said that the Valuation Office Agency have requested information relating to the ownership and use of the Community Hall. This has been submitted online and relates to the 80% rate relief that the Community Hall are currently entitled too.

Recreation and Amenities Sub-Committee

Cllr. Knight reported on the following items.

- iv) **New Football pitch**

Cllr. Knight said that in July, he, Cllrs. Dinnin and Smith met with Steve Maker from Herts Football Association to discuss the possible way forwards to moving the adult football pitch from its current location to the Mill Lane site. Mr. Maker was very supportive and agreed to arrange a meeting at end of September with their pitch expert to get estimates for developing the Mill Lane site.

- **Cricket pitch maintenance**

Cllr. Knight said that Bob Spinks (Cricket Club) has asked if the Parish Council would agree to pay for work required to the cricket square. Parish Councillors agreed, via e-mail, that the work should be done. As in previous years, the Parish Council will pay for the work and the Cricket Club will give the Parish Council a donation for the net value of the invoice.

- **Mobile floodlighting batteries**

Cllr. Meischke said that John Fitzjohn, (Ladies football team) e-mailed the Clerk to tell her that one of the portable floodlighting batteries was not working and needed repairing or replacing. She asked him to bring it over to her home so that her husband Bryan Allsop could look at it. Bryan found that the negative wire, which was close to the outside case of the battery, had come away. He then soldered back in position and resealed the outer casing with self-amalgamating tape and checked that it was registering the correct voltage.

Cllr. Meischke said that the Ladies Football team lost a battery cover soon after the portable floodlights were purchased and that this relatively heavy battery probably got damaged because it was picked up by its wires as it was not protected by a case. He said that he managed to purchase a camera case in a charity shop for £2, which is a perfect fit for this battery.

Cllr. Knight was instructed to charge the Football Club £10 for costs incurred by the Parish Council for the purchase of the camera case and the self-amalgamating tape. **Action: I. Knight**

- **Tennis court – weeds**

Cllr. Meischke said he had spoken to David Payne, who is currently on holiday, asking him to weed the court and around the Community Hall and car park area, as well as clearing the mud from the far end of the car park.

Cllr Meischke will show David Payne the exact areas that need attention.

Action: J. Meischke

- **Thistles and growth at top of sportsfield**

Cllr. Meischke to instruct David Payne to cut down the thistle growth at the top of the sportsfield.

Action: J. Meischke

Environment Sub-Committee

Cllr. Dinnin reported on the following item.

- **Oak Tree on the Sportsfield**

Cllr. Dinnin said that a request was sent to EHDC for work to the TPO Scarlet Oak tree near the tennis courts on the Sportsfield (Meadow). EHDC have granted permission and detailed the work required in their 'consent for tree surgery etc'. They have also sent a 'Refusal of consent to cut down' the Scarlet Oak tree. It was agreed to obtain quotations from TreeSmiths, Adam Welch and C-Trees Limited.

Action: J. Allsop

Cllr. Smith said that he has spoken to Alex Porter of Bidwells (Agents for the St. Albans Diocesan Board) about their Scarlet Oak trees, which are in the adjacent field. These trees are also in need to attention and Alex Porter has agreed to have them surveyed and take action as required.

v) **Meeting with Tim Hill**

Cllr. Smith, Cllr. Block, Cllr Dinnin and Bob Thornton meet with Tim Hill on the 20th August on the Lammas.

Tim Hill said the Parish Council should decide what its expectations are for the future of the Lammas, do we want it wildlife focussed, or amenity focussed.

Cllr. Smith said we would like to see some return for our work on the river and if we can't get the alterations required to the weir, could we cut a relief channel and bleed off water under the culvert to reinvigorate the Mill Pond. Tim Hill said he would investigate with the Environment Agency.

Tim Hill suggested that a site survey costing £400 would be a good starting point.

Cllr. Stock felt that we should remain managing the Lammas largely the way we do now. Cllr. Meischke said he was not against wildflowers and Cllr. Smith suggested we could do some small wildflower trial areas.

Cllr. Knight said we need to enhance the riverbanks through the Lammas. Cllr. Smith said that we need to look at the area when the leaves fall, and the undergrowth dies down to see exactly what need to be cleared. Cllr. Smith said that this work forms part of Skidmore Contractors programme.

It was agreed to proceed initially with the £400 survey.

Cllr. Dinnin to notify Tim Hill accordingly.

Action: C. Dinnin

- **Grass cutting on the Lammas and Watton Green**

Watton Green grass cutting is ok, but the Lammas needs some better cutting along the riverbank.

Adam Welch has strimmed 5 breaks along the bank so that the river could be seen. In Autumn we need to look at the whole riverbank and see what clearance work needs to be done.

- **Allotment rents and water charges**

At the December 2018 Parish Council meeting it was agreed that the allotment rent for 2019/20 remains the same at £28 per full allotment and £14 for one half of an allotment.

On 1st October 2018, the water charges were increased from £7 to £10 per full allotment and £3.50 to £5 for one half allotment.

To establish more precisely how much to charge the allotment holders for water on 1st October 2019, the water bills for the period 2018/19 will be assessed prior to allotment invoices being submitted. The Clerk said that she was expecting the water bill before the end of September and will e-mail the information to Parish Councillors so that a water charge figure can be agreed for 2019/20.

Action: J. Allsop

The Clerk to invoice all allotment holders during the first week of October.

Action: J. Allsop

Cllr. Dinnin said that there are 8 allotments plots not being tended too and she has drafted a letter asking the tenants to either give up their plots or start cultivating them. The Clerk will be sending out the letters via e-mail within the next few days.

Action: J. Allsop

• **War Memorial**

Cllr. Dinnin handed this item to Cllr. Stock to report on as he had been keeping Councillors informed (via e-mail) about work on the site, Cllr. Stock now gave a summary and update of the situation as follows:

- Preparatory shrub-clearance was completed by Adam Welch as directed by Cllrs. Dinnin and Stock.
- Grassroots started work on 2 September as planned.
- He had some site meetings with Ben Storey (the Contractor) to resolve ‘technical issues’ but the work continued without any significant delays.
- Additional Berberis shrubs were purchased and planted by the Contractor to complete the front left-hand side hedging. Cllr. Stock also asked Ben to purchase sufficient shingle and compost to fill the frontal area and edges of the site (an additional expenditure of £166.75) so as to finish it off.
- Because of the now bare areas of the site, and as a start, two new plants were purchased by Cllr. Dinnin at a cost of £55.
- Cllr. Stock was very pleased with the outcome of the work and that it was very much as he had anticipated in his design.
- The invoice from Grassroots has been received and is as per the original quotation, plus the additional £166.75 for extras. The additional expenditures were agreed by himself, Cllrs. Dinnin, Meischke and Smith.
- The site now looks better than it has done for some time and forms an attractive feature at the entrance to the southern end of the village. Comments received so far have been very positive.
- Some further shrubs are to be identified and purchased to ensure that the site is ready and in a good state for the forthcoming Remembrance Day service in November. The go-ahead for some additional planting on the site was agreed by the Parish Council during one of its previous meetings. Following this minimal additional planting, the site should now be left to settle for a period of months before any further work is considered. (Currently it is a case of ‘less is more’.)

Action: C. Dinnin, J. Meischke, D. Stock

- Because of the new solid bonded-resin surface around the centre of the memorial, some small plastic-planters are to be purchased to accommodate the Poppies, etc. left during the Remembrance Day service.
- Cllr. Meischke to investigate what type of planters (2), if any, would be appropriate for the entrance to the site.
- Cllr. Dinnin to ask Adam Welch to ensure that the new planting is watered during any periods of dry weather.

Action: J. Meischke

Action: J. Meischke

Action: C. Dinnin

All Parish Councillors present thanked Cllr. Stock for all his hard work and agreed that it was a job well done.

b) Routine Reports

i) Emergency escape lighting tests and manual alarm call tests

The emergency escape lighting tests and manual alarm call test was carried out prior to the start of this meeting.

ii) Gas and electricity meter readings

Cllr. 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

Done.

iv) **Monthly village-report**

Cllr. Jancey completed the report on 11th to 16th September 2019.

- **Generally**, village looked amazing – no litter.
- **Sportsfield** – grass recently cut, patchy areas. Long grass under benches, picnic benches and cricket nets.
Ask David Payne to trim these areas. **Action: J. Meischke**
- **Large swings** – seats showing wear. Dips in safety surface.
Parish Council aware.
- **Rainbow multi slide** - wood on bridge wood rotting.
Inspect and advice on action to be taken. **Action: M. Smith/J. Meischke**
- **Supernova** – edge of surface lifting – trip hazard.
Inspect and advice on action to be taken. **Action: M. Smith/J. Meischke**
- **Trim Trail** – sit up bench – bushy shrub growing over
Ask David Payne to clear. **Action: J. Meischke**
- **Benches**
 - **Harrys bench** – chip out of armrest.
Parish Council is aware of this damage, no action required.
 - **Top bench** – needs some love and strimming.
Ask David Payne to clear. **Action: J. Meischke**
- **Damage light** – on Community Hall wall behind goal post.
Inspect and advice on action to be taken. **Action: M. Smith/J. Meischke**
Cllr. Jancey said that it would be good for the young people to have a dedicated wall to play against instead of using the Community Hall walls.
- **Tree** – encroaching on tennis court floodlight.
Parish Council aware – refer to item 8 a, Environment Sub-Committee – Oak Tree on the Sportsfield.
- **Salt bin** – High Elms Lane – hidden in weeds.
- **Dog waste**
 - **Dog waste bags** – scattered on footpath 17.
 - **Wonky Dog waste bins** - Church Walk and Mill Lane
Inspect and take action if required. **Action: M. Smith/J. Meischke**
- **Ornate village sign** – post has wear at the base.
The Parish Council is aware and had planned to ask the contractor who upgraded the War Memorial site to install a concrete plinth around the post to protect it. This item to be placed on the October agenda. **Agenda: 10/2019**
- **Defibrillator** – checked and working.
- **K6 red phone box**
Cllr. Jancey said that she had obtained a quotation of £530 from her decorator, Ricky Thomson, to paint the telephone box with red enamel paint. She said that she could vouch for the decorator, who has also done work for the Royal family.
Parish Councillors agreed to accept the quotation of £530. It was agreed that the work should be done before the end of October, otherwise it would need to wait for Spring 2020.
Cllr. Jancey to give the Clerk a copy of the quotation and notify her decorator accordingly. **Action: K. Jancey**

v) **Weekly sportsfield**

None.

vi) **Weekly defibrillator inspection**

Cllr. Hammon is now responsible for the weekly defibrillator inspections. A diary has been purchased to that Cllr. Hammon can log when she has done her inspections

vii) **Website/Facebook.**

Remove Bounce from the Sports section of the website immediately and Puppy Classes during November

Action: J. Allsop

viii) Highway and Lighting faults

None.

ix) Dog fouling reports

Refer to monthly village-report.

x) Police reports

None.

9. Correspondence received**a) E-mail from Christine grant about High Street traffic issues**

Refer to item 7 c, Specific items - Parking along the High Street

b) HCC – A602 improvements from Watton-at-Stone to Tonwell

Cllr. Meischke said that HCC have sent the Parish Council the plans for the A602 improvements and if the we want to comment we need to do so by the middle of October. Work is expected to start in Spring 2020 and will take approximately 15 months to complete.

Cllr. Meischke then explained the plans to Parish Councillors and said that he had been in contact with HCC who have said that it may be possible to make some improvements to the High Street whilst the A602 improvements are being made.

After discussion, Cllr. Meischke agreed to speak to HCC again to ask how the Parish Council should reply to the A602 consultation. Also, asking if they would be willing to install a village gateway to protect the view into the village looking towards the Church. He will also give them copies of the original agreed High Street traffic scheme (endorsed by the Parish Council) which was then overturned due to objections by shopkeepers and the current system installed.

Cllr. Meischke said that the Parish Council may have some leverage to get work done in the High Street due to the major inconvenience the village is going to have when traffic is directed through the village during the implementation of the 602 improvements.

10. Village organisations

- **War memorial management committee**

Cllr. Stock said he attended their last meeting and reported on items discussed.

11. Items for Parish News

Cllr. Hammon said that if the date of the Neighbourhood Plan exhibition is confirmed, then she will arrange for an insert advertising the event to be placed in the October issue of the Parish News.

Action: C. Hammon

The meeting closed 2120.

The date for the next Parish Council meeting is Tuesday 15th October 2019.