

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Tuesday 18th February 2020

Present:	Cllr. Michael Smith (Chairman)	Cllr. John Meischke (Vice-Chairman)
	Cllr. Stephen Block	Cllr. Christine Dinnin
	Cllr. Kay Jancey	Cllr. Ian Knight
	Cllr. David Stock	Cllr. Emma Waltham
	Clerk: Jane Allsop	
	County Cllr. Ken Crofton and District Cllr. Sophie Bell	
Public:	Peter Walters (Hertfordshire Stages Rally) until 1736	

1. Apologies for absence

Apologies for absence: Cllr. Catherine Hammon and Cllr. Helen McCash

2. Public Participation

Cllr. Smith welcomed Peter Walters to the meeting and invited him to give the Parish Council a presentation on the Hertfordshire Stages Rally which is being held on 12th July 2020.

Peter Walters handed Parish Councillors the information packs that are distributed to all competitors. He said that the event is for 120 cars using public and private roads. The proposed route will be closed to the public during the times that the event drivers are competing. All residents who live along the route would be spoken to directly to explain what is happening and when they will have access to leave and return to their properties. There will be stewards along the entire route, covering all footpath and road crossings to keep members of the public safe.

Peter Walters 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 21st January 2020**

Parish Councillors agreed that the minutes be approved.

b) Review of actions

1. Update the Sports and Social Club agreement

Cllr. Meischke said that the Trustees and Cllr. Knight will be meeting to discuss the Sports and Social Club agreement in April.

Action: Trustees/I. Knight

c) Action points resolved

1. Amend the minutes by removing Cllr. Knight’s in present column
2. Sign the amended December minutes
3. Discuss with Helen McCormick (HCC) footpath extension near Watton House
4. Write to Watton Place Clinic and to the Woodhall Estate re overhanging tree problem
5. **Confirm overhanging tree problem at Watton Place Clinic and Grey House**
Refer to item 8 a, Environment Sub-Committee - Overhanging trees from Doctor's surgery onto Station road.
6. Investigate missing dog signs
7. Send letter to District Cllr. Sophie Bell
8. **Ask EHDC to enforce parking restrictions on a regular basis**
Refer to item 7 c - Traffic in the High Street.
9. Contact PCSO Sally Brooks re pavement parking in the village
10. Write to contractors re grass cutting and hedge cutting quotations
11. Return completed precept to East Herts Council
12. Investigate the purchase of a projector
13. Arrange meeting with Adrian Thompson
14. Write to contractors re quotes for cutting back the Church Walk verge
15. Carry out emergency escape lighting tests and manual alarm call tests
16. Visit and review footpaths on the Allotments
17. Discuss a maintenance strategy for the War Memorial garden
18. Send the Clerk pictures of fly-tipping near Watkins hall Farm

19. Report fly-tipping near Watkins hall Fam to EHDC
20. Advertise price increase for Active East Herts
21. E-mail photos of the drain cover to the Clerk so she can report it to Highways.

d) Action points outstanding for more than two months

1. **Arrange to meet with Adrian Thompson re maintenance work on the sportsfield**
Cllr. Dinnin said that she would not be pursuing this item further.
2. **Mark Blacktin to purchase new post and reset Mill Lane dog bin**
Cllr. Meischke said that he got Mark Blacktin to measure up for a new post for the dog bin. However, Mill Lane needs a larger size dog bin as it is always full as is the adjacent litterbin. He asked the Clerk to contact EHDC asking them who the bin belongs to and if a larger bin could be installed. She was told that they don't do larger bins. However, she pointed out that there are at least three large EHDC dog waste bins in the village (School Lane at the end of Church Walk, near the War Memorial and on Station Road near the Station).
The Clerk to chase EHDC regarding ownership and installation of a larger bin. **Action: J. Allsop**

6. Planning

Cllr. Smith reported on the following planning applications.

a) Applications

- i) **Gregorys Farm, Dane End SG12 0PH (3/20/0120/LBC)**
Demolition of Barn Timber Structure and Rebuild with rear extension including external alterations of new windows and doors; internal alterations to create a residential dwelling. 13 new skylight windows to front and rear elevations of roof
Refer to item below.
- ii) **Gregorys Farm, Dane End SG12 0PH (3/20/0119/FUL)**
Demolition of Timber Barn and construction of a new residential dwelling.
Cllr. Smith said that EHDC refused a previous application at this site for holiday lets, which was later overturned and granted at appeal. The Parish Council has previously made a no comment response and it was agreed via e-mail that they should do so again.
- iii) **Land adjacent to Gregorys Farm, Dane End (3/20/0171/FUL)**
Construction of 2 agricultural barns, with associated access road and hardstanding areas
Cllr. Smith said that a similar application for one large barn on this site was rejected by EHDC. The response to that application had been that the Parish Council had received concerns from residents about the prominent siting in the open landscape and asked that the barn be located in a less prominent position where it would have less visual impact on the surrounding countryside.
Parish Councillors agreed to express similar concerns to the planning department, stating visual impact and request that if granted, planting be enforced as part of the decision notice to help disguise the two barns. **Action: M. Smith**

b) Decisions

- i) **Land adjacent to BT exchange, High Street (3/19/2222/FUL)**
Erection of 1, 3 bedroomed dwelling with garage and parking **-East Herts Council – granted**
- ii) **Land to the rear of 35, 37 & 37a Station Road (3/19/2417/FUL)**
Erection of 2 dwellings to include, 4 car parking spaces, 2 garden/cycle stores and associated accesses **-East Herts Council – granted**
Parish Councillors expressed their disappointment that EHDC granted this application. Especially as EHDC refused permission for a single dwelling on this site which was subsequently granted permission on appeal.
- iii) **23 Lammas Road, Watton-at-Stone (3/19/2472/VAR)**
Variation of condition 2 (approved plans) of planning permission ref 3/19/0980/HH (erection of two storey extension and conversion of loft space) revised appearance of rear ground floor extension and add an external canopy/shelter to one side. Other changes in design relate to windows bringing greater consistency to match other similar windows in surrounding properties **-East Herts Council – granted**

7. Specific items

a) Report from District Councillor Sophie Bell

District Cllr. Bell said that her main item has been the High Street parking enforcement, which has already been discussed. Refer to items 5 c 8, Action points resolved - Ask EHDC to enforce parking restrictions on a regular basis.

District Cllr. Bell is in the process of looking at all properties managed by Clarion Housing in the district. Clarion Housing have agreed to visit Watton-at-Stone between 13th and 16th March (date to be confirmed) and District Cllr. Bell asked if any Parish Councillors would like to join her. Some of their properties are in poor condition and during this visit they will be identifying which properties need attention. They have also said that they will be carrying out repairs to the garages between Rectory Lane and Glebe Close.

EHDC have put up some metal dog fouling signs in the inner areas of Great Innings. They have also promised to supply some laminated signs for the Parish Council to put up.

Hedge around Iain Harris house – Refer to item 8 a, Environment Sub-Committee - Hedges etc. on boundary of the Grey House/Great Innings.

b) Neighbourhood plan and benefits Committee – progress report

Cllr. Waltham e-mailed all Parish Councillors a copy of David Humby's collation of comments from the response forms completed at the Neighbourhood Plan exhibition. A final version will be produced following the Steering Group's meeting on 4th March.

Cllr. Waltham said that she had been successful in applying for a £2,000 grant. This will allow Jacqueline Veater to continue to assist in preparing the Neighbourhood Plan.

Cllr. Smith said he had been in discussions with Anthony Parker of EAS Transport Planning Limited concerning the Mill Lane site. Mr. Parker has been involved in the Stansted Abbots Neighbourhood plan, who have similarities to Watton-at-Stone, in that they are also surrounded by Green Belt, as well as having a mainline train station. Mr. Parker feels that the Mill Lane site is viable, although they cannot guarantee a successful planning application. EAS Transport Planning Limited estimated cost for carry out a transport statement of the site to support a planning application for pitches on the Mill Lane site is £1,900 excluding VAT and expenses. A further £1,500 will be required for a safety audit.

Cllr. Smith said that the Neighbourhood Plan draft policy relating to affordable housing needs to clearly state that the Parish Council does not allocate housing. He agreed to make amendments to this policy and e-mail it to Cllr. Waltham.

Action: M. Smith

Cllr. Jancey said that it was her understanding the Junior Football would be provided on land south of the Gatekeeper development. Cllr. Waltham said that this had been one of their preferred sites, as there is a car park at the children's centre which is free at the weekends and could be made available, however the Woodhall Estate had offered the Mill Lane site instead.

Cllr. Dinnin said that the Parish Council need to put something in the Parish News about both Youth Football and Scout Hut. Neither of these items were covered at the exhibition and the public needs to be updated. Cllr. Waltham said that David Humby has written something for the Parish News.

Cllr. Waltham said that the Steering Group need to find out if our Neighbourhood Plan needs a Strategic Environmental Assessment. Jacqueline Veater is liaising with EHDC, who are very slow to respond. If this assessment is required it could take 6-7 months.

Cllr. Smith asked if we needed to contact the Woodhall Estate to find out if they still intend to offer the Mill Lane piece of land for Football. Cllr. Waltham said she believed the Steering Group already have an offer in writing.

Provided we get a written positive response from Derek Hill, of Watton Youth Football, re their interest in the Mill Lane site, Cllr. Smith will then contact the Woodhall estate.

Action: M. Smith

Cllrs. Smith and Meischke to meet with Richard Wing, Watton Scouts, re the Youth Football proposals and the possibility of them using some of the Scout Hut facilities, prior to Cllr. Smith contacting the Woodhall Estate.

Action: M. Smith/J. Meischke

c) Traffic in the High Street

Cllr. Jancey said that she had nothing much to update on. As agreed previously, we need to establish what effect the current parking restrictions have once they have been enforced and drivers abide by them before we move on to the next stage.

District Cllr. Bell confirmed that she had asked for the restrictions to be monitored and enforced. Although the enforcement team insist they are monitoring it, she is not sure that this is the case. So she has arranged a meeting with Richard Cassidy (Chief Executive Officer at EHDC) to discuss the next steps and see if he can push the enforcement officers some more.

d) Footpaths

Cllr. Stock asked County Cllr. Crofton why such a lot of money and effort was spent upgrading the little-used footpath from Woodhall to Stapleford whereas many of the very well-used footpaths in the village are in need of substantial repair/upgrading. He used Hazeldell as an example of footpaths that have been constantly excavated and poorly reinstated thus resulting in very uneven and cracked surfaces that, in addition to other problems, result in areas of flooding. To his knowledge there have been little or no upgrades to these footpaths since the houses were built.

It seems that we have to continuously struggle to get our footpaths improved whereas those, to the north and south, just outside the village have had substantial works carried out during recent times.

County Cllr. Crofton said that the funding for the Woodhall to Stapleford footpath did not come out of his budget and therefore could not answer the question, although he agreed that it did seem a disproportionate amount of funds to be spending.

Cllr. Stock said that Highways surveyors were on site in Hazeldell today re the footpaths, so he took the opportunity to speak to them. They advised him that the footpaths in Hazeldell are to have a form of surface-

dressing only so as to make them last longer. He was not over impressed by this and pointed some example problem-areas where uneven surfaces and flooding needed to be addressed; they made some notes. County Cllr. Crofton said that as soon as he has the date for the Hazeldell footpath-works, he will find out what the specification-of-works is and notify the Parish Council accordingly. Cllr. Stock suggested that that would be rather late-in-the-day to find out; but County Cllr. Crofton said that it was down to the Contractor as to how the allocated fund is spent and that he himself had no control over the detail. County Cllr. Crofton was reminded that Cllrs. Block and Stock copied him on a letter, sent to Ian Richardson (Highways BST) on 13th August 2018, listing some of the problems identified during their past combined walkabout to examine the state of various footpaths in the village. Cllr Block agreed to forward County Cllr. Crofton a further copy of that letter. **Action: S. Block**

e) Civic meeting dates for year 2020/2021

In recent years, Civic meeting dates have been held on the 3rd Tuesday in the month, apart from August each year. The only exceptions have been the ones leading up to Christmas, which are held on the 2nd Tuesday of the month. In 2019 this was in November and December, allowing 4 weeks between meetings.

The Clerk to e-mail Parish Councillors the dates for 2020/21, ensuring that there is at least a 4-week gap between meetings. These dates to be approved at the March Parish Council meeting. **Action: J. Allsop**

f) Montage of Allan Rattue’s photographs

Cllr. Meischke said that the montage of photographs will consist of 2 panels, each 4 feet in height and 7½ feet wide. The reason that the panels are not taller is that people’s line of sight does not take in items displayed too low to the ground or too high.

There will be 25 photographs on each panel, and these will be ghosted by an old postcard style image with appropriate text below.

Cllr. Meischke said that most of the photos are already in digital format. However, some are still required for the Churches, Watton Place Clinic and the former Watton Service Station site.

District Cllr. Bell said that Hertford Museum may be able to help. Cllr. Meischke said that he and Alan Rattue are already liaising with them.

8. Reports

a) Sub-Committees

Budget & Finance

Cllr. Block reported on the following items.

- **Monthly accounts**

Watton-at-Stone Parish Council

Petty Cash –		Petty cash - Payments	
Paul Bunyan	67.25	Knudge Ltd – 1 st call signs for NP exhibition	67.20
	67.25	Fasthost – domain name: watton-pc.org.uk	11.99
		Amazon – pends for NP exhibition	7.92
			87.11
Cheques issued			
Wages and	January 2020		1,303.5
Adam Welch	Church Walk grass verge £450, Clear and chip debris by Grey house		520.00
Frank Cooper &	Line marking December and January		210.00
David Payne	Strimming and mowing		15.00
			2,048.5
Cheques received			
Sports and Social Club	line marking donations		175.00
			175.00

Watton-at-Stone Community Hall

Petty Cash – Receipts		Petty Cash -Payments	
Niall Turner – 4 weeks - Main Hall	50.00	Gibbs and Dandy – graffiti remover	12.43
Floodlighting donations to 28.01.20	108.00	Philip Smith – Travel expenses -	40.50
Tony Silverstri – Pavilion hire	48.00	Tony Silvestri – Yoga instruction -	80.00
Sophie Hussain – 4 weeks Main	48.00	JSM Archery	60.00
Felicitas Dixon– Main Hall &	22.00		192.93
2 x Donations for toy use	10.00		
Nicola Hayward – Pavilion hire	24.00		
Active East Herts	429.00		
	739.00		

Cheques issued		
D. P. Electric	Trace fault to floodlighting coin machine	125.00
Wages	Cleaning hall in January 2020	449.80
		574.80
Cheques received		
Ben Talbott	Main Hall hire	80.00
Jamie Whitehouse	Main Hall and Pavilion hire	45.00
Table Tennis	Main Hall	220.00
Katie Robert-Mason	Main Hall and Pavilion hire	64.00
Abigail Frances Williams – Moo	Pavilion hire	56.25
Janine - Bounce	Deposit for hall hire from April 2020	50.00
		515.25

Parish Councillors approved the payments.

• **Adoption of modified documents**

Parish Councillors agreed to adopt the modified documents listed below.

- Financial Regulations (February 2020)
- Risk Assessment and Financial Management

The Clerk to upload the above documents to the Watton-at-Stone website.

Action: J. Allsop

Parish Council approved the changes to the document below

- Long term capital expenditures

• **Update Asset registers for 2019/20**

Cllr. Block said that the asset registers need to be looked at well in advance of the annual insurance renewal, which is 1st June. This item to be placed on the April 2020 agenda.

Agenda: 04/2020

Community Hall Trustees

Cllr. Meischke reported on the following items.

• **Minutes of meeting held on 15th January 2020**

The Trustees agreed that the minutes be approved and Cllr. Meischke duly signed and dated them.

• **Roof and Guttering**

Cllr. Meischke said that these are two separate items. However, the Trustees need to wait for the new roof to be installed and find out if P. J. Andrews are interested in quoting to do the high-level roof, before they address the guttering issue.

• **Car park/Kompan**

Cllr. Meischke said that he and Cllrs. Smith, Dinnin and Stock met at the sportsfield with Kompan on 11th February to discuss moving both sets of swings and the seesaw to enable to car park to be extended. Kompan were not willing to relocate the large swings, which were installed in the 1960s, as they could not guarantee that they would not be damaged in the move. They have today provided three quotations to remove existing equipment, install the double cradle swings already in our ownership and provide and install new equipment. The Trustees will arrange to meet in April to discuss these options.

Action: Trustees

• **Boiler update**

Cllr. Meischke said that, following his report at the January Parish Council meeting that Turners had carried out the annual boiler inspection, one of the boilers developed a fatal fault. Ideal boilers inspected the broken boiler and did a very good job of replacing it with a new one, free of charge. Cllr. Meischke explained that the warranty for this replacement boiler only extends to the life of the faulty boiler warranty. The boiler warranty information for both Community Hall boilers is as follows.

- Ideal Vogue C40 Gen2 boiler, serial number 20830600906596 runs from 11/08/2016 to 10.08.2026 (10 years)
- Ideal Vogue Combi 40 boiler, serial number AFQ216360793483412005 runs from 11/02/2020 to 10.08.2026 (78 months)

Turners have fitted a new pressure relief valve to the showers, and they are now all working correctly.

• **Hall decoration**

Cllr. Meischke said he and Cllrs. Block and Stock carried out an inspection of the hall and identified the following areas need decoration and maintenance work.

• **Main entrance and changing rooms**

The main entrance and changing rooms both require repairs to their ceilings and gaps filling in between the walls and ceilings, before they are painted. The walls do not require painting.

- **Main hall**

The walls need some repainting where the Jujitsu and Kickboxing brackets have been removed, leaving unpainted areas. To achieve this, the lower wall sections will be re-painted in green and the area extended by two blocks high.

The skirting boards are scuffed with black marks. Painting them dark grey rather than white will minimise the appearance of scuff marks.

The doors need kicker plates fitted.

Cllr. Meischke obtained three labour only quotations for the above work from the following contractors.

- Devine Decorating Maintenance - £2020 plus VAT
- Mark Blacktin - £1,880
- M. Taylor - £600

After lengthy discussion about the nature of the work involved, it was agreed to accept Mark Blacktin's quotation. Although M. Taylor's quotation was the cheapest, he is a decorator, whereas both Devine Decorating Maintenance and Mark Blacktin do both decorating and maintenance work.

Cllr. Meischke to inform the decorating contractors accordingly.

Action: J. Meischke

- **Cleaning contract**

Cllr Meischke said that the cleaning contract we have with Hayley Daniels (H D Cleaning Services) is up for renewal. Hayley has verbally agreed that she would like to renew her contract with the Community Hall Trustees. Cllr. Meischke will need to have a copy of her public liability insurance policy and get her to sign of new agreement. She has not requested an increase in cleaning rates.

Action: J. Meischke

Recreation and Amenities Sub-Committee

- **Sports and Social Club agreement**

Refer to item 5 b 1, Review of actions - Update the Sports and Social Club agreement.

Environment Sub-Committee

Cllr. Dinnin reported on the following items.

- **Maintenance of flowerbed and grass cutting on Sportsfield**

Cllr. Dinnin said that she had currently given up trying to arrange a meeting with Adrian Thompson.

David Payne is happy to continue to do the maintenance work around the sportsfield and therefore no further action will be taken for the time being.

- **Church Walk**

Cllrs. Dinnin, Stock and Meischke inspected the work Adam Welch did along Church Walk and were disappointed that he had not cut the grass back as far as is needed. It needs cutting back by another one foot (30 cm) on both sides. It was agreed to leave the footpath as it is for this year and give contractors a detailed specification of the works required for 2021.

- **Lammas Information Board**

Cllr. Meischke said that Bob Thornton is working on the Lammas Information Board.

This item to remain on the agenda.

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- **Overhanging trees from Doctor's surgery onto Station Road**

Cllrs. Dinnin, Stock and Meischke inspected the overhanging trees at Watton Place Clinic and agreed that a letter should be sent to both Dr. Shah and the Woodhall Estate identifying the trees and requesting that they are cut back.

- the first tree at the bottom of Station Road (at the junction with the High Street) is overhanging the street light.
- The third tree, leaning against the boundary wall, is overhanging the footpath by a considerable amount and in a potentially hazardous manner.
- Generally there is a significant and increasing amount of Ivy etc. growing on to the footpath along the boundary of the Clinic.

Cllr. Dinnin said that no response has been received to date. However, Cllr. Meischke said that there is a sign on the Watton Place Clinic wall saying that the Woodhall Estate will be carrying out tree works on the site. Cllr. Dinnin said she would inspect the sign and notify Parish Councillors and the Clerk of its content.

Action: C. Dinnin

- **Hedges at the rear of High Street properties**

Cllrs. Dinnin, Meischke and Stock identified that the hedges of the Woodhall Estate properties that back onto the pump slope are causing varying degrees of obstruction to the footpath. It was agreed that a letter be sent to the Woodhall Estate identifying the problem and asking them to contact their tenants.

Lindsay Halt e-mailed on 17th February as follows.

'Thank you for the letter regarding the hedges to the properties in Watton. I'll pop and have a look at these with the Buildings Manager on Wednesday. Hedges are a tenant responsibility to maintain, but I'll have a look before concluding a response/required action.'

- **Hedges etc. on boundary of the Grey House/Great Innings**

Cllrs. Dinnin, Meischke and Stock inspected the boundary of the Grey house and confirmed that there is some dead cut branches and rubbish stuffed in the hedge along the Great Innings boundary with the Grey House.

The Clerk also e-mailed District Cllr. Bell who investigating the problem with EHDC and Clarion Housing. She asked the Clerk to obtain photographs of the problem areas from Iain Harris. **Action: J. Allsop**

Cllr. Dinnin said that the Parish Council maintained flowerbeds at the front of the Grey House need to be looked at to decide if they should be replanted or removed altogether. **Action: C. Dinnin**

The Clerk said that she is unable to unlock the Great Innings notice board as one of the locks has ceased up. Cllr. Meischke to meet with the Clerk to investigate. **Action: J. Meischke/ J. Allsop**

- **War Memorial**

Cllrs. Stock, Meischke and Dinnin had a meeting to inspect the War Memorial site and discuss a way forward to ensure that it is kept in the best possible condition; not only because it is a memorial to the fallen but it is also a prominent feature at that entry point to our village.

Further detailed discussions are to take place and after which Cllr. Stock will create a management plan against which quotations will be sort. **Action: D. Stock**

Further to a site meeting between himself and Ben Storey (Grassroots), Cllr. Stock had received a quotation of £146.20 (plus VAT) from Grassroots for the supply of additional gravel to match that put down during the recent groundworks. Cllr. Stock asked for approval of this expenditure and would verify that the cost is 'to supply and lay' the gravel. **Action: D. Stock**

Parish Councillors approved Grassroots quotation accordingly.

The site will need to be weeded urgently before the gravel is delivered. Cllrs. Stock, Dinnin and Meischke to resolve this issue. **Action: D. Stock/C. Dinnin/J. Meischke**

- **Allotments**

Cllrs. Dinnin, Meischke and Stock to inspect the entrance to the allotments to see if any of the trees need cutting back and take action if required. **Action: C. Dinnin/D. Stock/J. Meischke**

b) Routine Reports

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

Cllr. Meischke and Cllr. Smith to do tomorrow. **Action: J. Meischke/M. Smith**

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. Block completed the report on 12th, 13th and 14th February 2020 and reported on the negative items highlighted in the monthly village-report.

- **Play area - Palace Fortress** - some fresh graffiti
Cllr. Meischke to inspect and remove any graffiti. **Action: J. Meischke**

- **Harry's bench** - slat missing and some graffiti.
Cllr. Meischke to inspect and remove any graffiti. **Action: J. Meischke**

- **Toilet door sign** - worn.

- **Allotment access** - conifers tree branches overhanging allotment entrance.
Cllr. Dinnin to inspect and take action as required. **Action: C. Dinnin**

- **Mill lane dog bin - some graffiti**
Cllr. Meischke to inspect and remove any graffiti. **Action: J. Meischke**

- **War Memorial** - needs weeding, snow drops are in bloom.
Refer to item 8 a, Environment Sub-Committee – War Memorial.

- **New salt bin** - appeared in Clappers Lane and is empty. The Parish Council presume that this salt bin is private for the estate.

v) **Weekly sportsfield**

Cllr. Smith said the sportsfield is looking in good order, however there are some mole holes which need to be monitored.

vi) **Weekly defibrillator inspection**

None.

vii) **Website/Facebook.**

Refer to final paragraph of item 9 b, Correspondence received - A602 Road Improvements Scheme.

viii) **Highway and Lighting faults**

None.

ix) **Dog fouling reports**

Refer to item 5 d 2, Action points outstanding for more than two months - Mark Blacktin to purchase new post and reset Mill Lane dog bin.

x) **Police reports**

None.

9. Correspondence receiveda) **Website conforming to new legislation - SLCC e-mail dated 24th January 2020**

All Parish Councillors were forwarded an e-mail from SLCC concerning new website legislation that comes into force in September 2020. Cllr. Smith said that he asked the Clerk to contact Beanebytes, who designed our current website. A copy of his reply dated 12th February to be e-mailed to all Parish Councillors.

Action: J. Allsop

Agenda: 03/2020

This item to be placed on the March 2020 agenda.

b) **A602 Road Improvements Scheme - Updates at Parish Council Meetings**

Cllr. Meischke said that he has been speaking to Helen McCormick (Major Projects, HCC) re the roadway improvements and gateways for the village.

He confirmed that a footpath will be installed from the A602 roundabout to opposite the entrance of Watton House.

The Highways Major Projects team are aiming to appoint a contractor before March this year.

Katy Isaac (Assistant Consultant, Engagement, HCC) e-mailed on 10th February informing us that she is supporting HCC with the communications and consultation for the A602 Improvement scheme. Construction on the final phase of the roadworks (Watton-at-Stone to Tonwell) is due to begin this summer and to keep the Parish Council up to date on the project's progress, they would like to provide us with updates at our monthly meetings.

They would also like to hold a drop-in event at the Community Hall during the week beginning 27th April.

- **High Street closure**

Cllr. Meischke said that most people in the village had letters put through their door advising them that the High Street will be closed during the week commencing 2nd March. The closure map showed complete closure of the High Street. Cllr. Meischke said he phoned Wayne Goodman, who was the contact person on the letter, and was informed that the road will be closed in sections and the letter and associated map, were badly worded.

County Cllr. Crofton agreed to obtain some wording to reassure villagers and the Clerk can upload it onto our Facebook page.

Action: K. Crofton/J. Allsop

Note: The following was uploaded to the Watton-at-Stone Facebook page on 19th February.

“The Parish Council have received many concerns about the reported High Street Closure, to help with clarity on this issue we have been in touch with Highways and have been assured that the operation will be fast moving and hopefully completed in one day between 2nd to 4th March. This starting date will be determined by the weather and previous job overruns.

They also stated they will be flexible and allow access for businesses and residents as needed. They will be working on small sections at a time and the whole High Street will not be closed completely.”

c) **Letter from Victor Sell, Beane Cottage requesting new agreement re use of Parish Council land**

Victor Sell, of Beane Cottage, has requested a new agreement re use of the Parish Council land adjacent to his property. His current agreement expires on 1st August 2020.

It was agreed that this item will be discussed at the March Parish Council meeting.

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- **Watton Day Festival, Mill Lane Field, Mill Lane**

Brad Wheeler, Senior Licensing & Enforcement Officer at EHDC e-mailed on 17th February to notify the Parish Council of a licensing application, submitted by Watton Primary School, for a fun day event in Mill Lane. This is on the same site that the Scouts firework display is held on each year. Parish Councillors had no objections and instructed the Clerk to notice EHDC accordingly.

Action: J. Allsop

10. Village organisations

- **River Beane Restoration Association (RBRA)**

Cllr. Block said that the RBRA will be holding its next meeting on Monday 24th February at 2000 in the Methodist Church Hall.

11. Items for Parish News

None.

The meeting closed 2117.

The date for the next Parish Council meeting is Tuesday 17th March 2020.