

A meeting of the Wotton-at-Stone Parish Council was held in the Community Hall on Wednesday 9th January 2002 at 7.15 p.m.

Present: Mr. N. Poulton (Chairman) Mr. D. Stock (Vice-Chairman)
Mr. C. Clark (after 7.4 5 pm) Mrs. C. Dinnin
Mrs. S. Davies Mr. V. Dunhill
Mr. D. Filer Mrs. H. McCash
Mr. J. Meischke

Mr. Poulton said that he would be taking four extra items that are not on the agenda.

- Dog training classes – under item under item 4 a Community Hall Trustees (on page 5 of these minutes).
- Dog-waste bins – under item under item 4 a, Recreation & Amenities Sub-Committee - Dog-waste bins (on page 6 of these minutes).
- Two planning applications – under item 5 a, Planning Applications - ii and iii, (on page 8 of these minutes).
- Crime and Disorder Audit - under item 6 following item d, (on page 9 of these minutes).

1 Apologies for absence

Apologies for absence were received from Mr. Knight.

2 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on Wednesday 5th December 2001**

The following amendments were made to the minutes of the Parish Council meeting held on the 5th December 2001.

- Page 6, Item 5 a, Environment Sub-Committee - Tree planting on Lammas
In the last sentence of the first paragraph, 'temporality' should read 'temporarily'.
In the final paragraph, Mrs. Manuel should read 'Mrs. Mannall'.

Mrs. McCash proposed that the minutes, as amended, be accepted and signed by the Chairman as a true record. Mr. Filer seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Submit applications for grant-aid to EHDC and the Police for bike-ramp equipment**
This item to be discussed under 3 a, Specific Items – Play ground equipment (on pages 2 and 3 of these minutes).
- **Look through the files and old minutes for information on the manhole covers on the sportsfield**
The Clerk has not found any related correspondence.
Refer to item 4 a, Recreation & Amenities Sub-Committee - Manhole covers in sportsfield (on page 6 of these minutes).
- **If no progress has been made pursue the subject of the Oak Tree in the sportsfield hedge along School Lane**
This item to be discussed under 4 a, Environment Sub-Committee - Oak Tree in the sportsfield hedge along School Lane (on page 6 of these minutes).
- **Give all relevant information on repairs to be carried-out by Wicksteed Leisure on play area to Mr. Meischke**
This action point has been completed.
Refer to item 3 a, Specific Items – Play ground equipment (on pages 2 and 3 of these minutes).
- **Accept Mr. Skidmore's quotation for grass cutting and strimming work in 2002**
This action point has been completed.
- **Chase Wicksteed to find out when the safety surface under the new play equipment is to be installed**
This item to be discussed under item 3 a, Specific Items – Play ground equipment (on pages 2 and 3 of these minutes).
- **Complete precept forms for the year 2002/03 and return to EHDC**
This action point has been completed.

- **Speak to Watton Primary School re Village Pump land as possible area for the children to cultivate & maintain**

Mr. Poulton said that the pupils of Watton Primary School would be preparing plans (as part of an environment lesson) for the area surrounding the pump, which they will then present to the Parish Council for its approval.

- **Send DEFRA a copy of the draft byelaws for the Lammas**
This action point has been completed.
- **Chase DEFRA for a response on the legal position regarding the reduction of crop yield due to rabbits**
This action point has been completed.
A detailed response has been received from DEFRA and placed on circulation.
- **Write to Mr. Abel Smith to update him on the rabbit problem on the Lammas**
This action point has been completed.
- **Contact EHDC re rabbit problem on the land adjacent to the Lammas, the by-pass & Mill Lane**
This item to be discussed under 4 a, Environment Sub-Committee - Rabbit problem on Lammas (on page 6 of these minutes).
- **Write and thank Mrs. Mannall for the work the children did on the Lammas on 21st November**
This action point has been completed.
- **Speak to the Countryside Management Service re broken stile on the Church meadow**
Mr. Dunhill said that the Countryside Management Service had looked at the site and suggested that they could fit a kissing-gate in place of the stile without much disruption to the hedge. It is their current policy to replace stiles with gates wherever possible. The ownership of this stile is not known.
It was agreed to send a copy of the plans for the proposed kissing-gate to the Diocesan Board and the owners of the adjoining property, (i.e. Kimberly), and ask them if they have any objections.
Action: V. Dunhill/J. Allsop
- **Respond to HCC key issues consultation on the Hertfordshire Minerals local plan review**
This action point has been completed.
- **Renew Society of Local Council Clerks annual subscription**
This action point has been completed.
- **Inform the Action for Growth in the Rural Economy that the Parish Council cannot attend meeting on 11/12/01**
This action point has been completed.
- **Send cheque to Mr. D. Monk for the additional invoice submitted**
This action point has been completed.
- **Place the 'Community Life in Hertfordshire' book on circulation**
This action point has been completed.
- **Purchase a Trimline plastic litter bin with metal liner from Glasdon UK**
This action point has been completed.

c) Action points outstanding for more than two months

None.

3 Specific Items

a) Playground equipment – update

Mrs. Davies reported that Wicksteed Leisure had now laid the rubber safety-surface under the new large item of play equipment and made good the surface where the two items of new spring play equipment had been installed (in place of the old slide). She said that she and her husband had a close inspection of the play equipment over the Christmas period. Part of the new rubber safety-surface has already come away from under the unit and there is a big hole under the base. Also, the surface is of an uneven depth. The marks that the installers put on the legs of the equipment to show the depth of the safety-surface, are showing on several of the legs and by a significant amount.

The Clerk confirmed that we have not yet paid Wicksteed Leisure's invoice for the work. It was agreed that payment be withheld until we are completely satisfied with the site.

Mr. Meischke to contact Wicksteed Leisure accordingly.

Action: J. Meischke

Mr. Meischke reported that Wicksteed Leisure had sent us general maintenance and inspection check leaflets. These state that all play equipment should be checked on a weekly basis. Mr. Meischke suggested

that Mrs. Bewley could be asked to carry out weekly checks on the play area and the Community Hall facilities. The monthly report will need to be updated to include the extra inspections.

Mr. Meischke and Mr. Stock to prepare a check list for Mrs. Bewley and update the report book to include the extra inspections.
Action: J. Meischke/D. Stock

Mr. Meischke said that Wicksteed Leisure was instructed to supply and fit four new swing-seats and install a new buffer system on the see-saw. Instead of doing this they sent the seats and the buffer system direct to the Clerk's home. Mr. Meischke has spoken to Wicksteed Leisure who are arranging for their contractors to collect the equipment next week and do the work requested.

Mr. Poulton reported that he had obtained a quotation of £7,249.50 from Wicksteed Leisure for three bike-ramps and one shelter.

Mr. Poulton said that he had applied for grants from EHDC and the Communities Against Drugs Funding, which is a police fund. The police have said that the total project would be funded by the Communities Against Drugs Funding subject to certain conditions (therefore Mr. Poulton did not pursue the grant from EHDC). Mr. Poulton then read out part of a letter (dated 7th January) from Pauline Entecott who is acting on behalf of the Communities Against Drugs Funding.

'The youth shelter to be sited alongside the children's play area and under the street light to draw youths away from the darker areas and allow the police to view activity.

The ramp combinations to be sited half way up the playing field, again allowing visible policing, in line with the plans drawn by the youths themselves and with the agreement of the Parish Council and the ward constable.

The Parish Council to agree to maintain and insure the equipment for a minimum of five years (as per the conditions imposed by the Home Office for Communities Against Drugs funds.'

Mrs. Davies proposed that the Parish Council maintain and insure the equipment, Mrs. McCash seconded the motion and all present were in favour.

Mr. Poulton to accept the Community Against Drugs Funding grant, which is being administered by EHDC.
Action: N. Poulton

b) Hosting of 2002 Inter Parish Conference

Mr. Poulton said that because it coincides with a full District Council meeting, he has had to change the date of the Inter Parish Conference to the 20th February.

Guest speakers have been invited from EHDC to speak on Rural Planning Matters and Community Planning.

Mr. Poulton said that he had received requests from two Parish Councils that a speaker from the EH Highways Partnership also be present. It was agreed to invite the Director of the EH Highways Partnership to speak at the Inter Parish Conference.
Action: N. Poulton

Mr. Poulton said that the EH Highways Partnership is to be restructured. The new structure will have three main components, namely Client, Contractor and Consultant. There four quads covering Hertfordshire. East Herts will be in one quad with Broxbourne. This quad is likely to be based in Ware or Hertford.

Mrs. Dinnin agreed to ask the George and Dragon if they would be willing to supply the drink on a sale-or-return basis and glasses.
Action: C. Dinnin

c) Street lamp near Glebe Court

Mr. Poulton said the new contractors had only just started work on the renovation of Glebe Court following the previous contractor going broke. Therefore, the lighting contractor had been unable to visit the site.

The repair of the street lamp to remain on the agenda, under Specific Items, until it has been repaired.

Agenda: 02/02

d) DEFRA – Quality Parish and Town Councils consultation paper

This item had been on circulation.

Mr. Poulton said because of the Parish Council's policy to reply to consultation documents, he had drafted a response, which he then read out.

'Watton at Stone Parish Council welcomes the opportunity to comment on the above consultation paper.

In principal the Parish Council agrees with the concept of quality Town and Parish Council especially with a national training programme and support for clerks, together with the thresholds for categorising councils.

Our Council's main concern is on the possible functions, which might be considered for delegation.

Parish and Town Councils have elected members who are normally only supported by one paid employee, the clerk. It could be that in a particular period of term of office there might be a great deal of

enthusiasm to carry out additional duties as outlined in Appendix 2 on page 23. However should those member(s) not stand or be re-elected, and there is not the enthusiasm from new members to continue, would the functions revert back to the principal authority and if this was the case our Council could see possible problems with contracts and financial arrangements.

The Parish council looks forward to the issue of detailed guidance on quality Parish and Town Councils and hopes that our observations will be taken into account.'

Mr. Stock proposed that the letter be sent to DEFRA and copied to Oliver Heald MP. Mrs. McCash seconded the motion and all present were in favour.

The Clerk to act accordingly.

Action: J. Allsop

e) Inspect Hazeldell to determine if the Three Valleys Water repairs are starting to deteriorate further

At its meeting held in January 2001, the Parish Council agreed that this item should be placed on the agenda for January 2002.

Mr. Stock said that he would inspect the Three Valleys Water repairs in Hazeldell and give his report at the Parish Council meeting on 6th February.

Action: D. Stock

f) Meeting dates for the Civic Year 2002/2003

Mr. Poulton said that he is unable to attend the February and March Parish Council meetings and therefore Mr. Stock will take the chair accordingly.

The following dates were agreed by Parish Councillors

- 1st May 2002
- 5th June 2002
- 3rd July 2002
- 4th September 2002
- 2nd October 2002
- 6th November 2002
- 4th December 2002
- 8th January 2003
- 5th February 2003
- 5th March 2003
- 2nd April 2003

The Parish Council meeting on the 1st May will be preceded by the Annual Parish meeting (starting at 7.00 pm) and the Annual Meeting of the Parish Council.

Mr. Poulton proposed that a copy of the Annual Parish Report and the accounts be copied to all households and delivered via the Parish Magazine.

Mr. Knight seconded the motion and all present were in favour.

The above dates to be advertised on the Parish Council notice boards and in the Parish Magazine.

Action: J. Allsop

4 Reports

a) Sub-Committees

Budget & Finance

Mr. Filer reported on the following item concerning the Budget & Finance Sub-Committee.

• **9-monthly statement of accounts for the Parish Council and Community Hall**

Prior to the meeting, all Parish Councillors were given a copy of the 9-monthly statement of accounts for the period ending the 31st December 2001.

Mr. Filer said that there were two minor changes to the income figures in these accounts, i.e. they originally showed a VAT rebate as a DEFRA income. The Clerk to issue all Parish Councillors with the amended figures.

Action: J. Allsop

The Parish Council 9-monthly statement shows that the income and expenditure figures are in line with 75% of the budgeted figure. No queries were raised about the statements.

Community Hall Trustees

Comment [C1]:

Mr. Poulton reported on the following items concerning the Community Hall Trustees.

- **Verbal report and minutes of meeting held on 12th December 2001**

All Parish Councillors present were given a copy of the minutes of the Community Hall Trustees meeting.

Mr. Poulton reported on the main points as follows.

- **Main Hall flooring**

The Main Hall flooring is in keeping with its age. Any further areas of flooring that lift will be stuck down as before.

The Community Hall Trustees will inspect the Main Hall flooring, including the condition of tape on the floor, in six-months time. **Agenda CH06/02**

The Main Hall flooring to be included in the weekly inspections schedule.

Action: D. Stock/J. Meischke

- **Summer Play Scheme 2002**

Mrs. McCash proposed that EHDC be informed that the free use of the Community Hall facilities represents the Parish Council's contribution towards the 2002 Summer Play Scheme. Also, that they ensure that enough play scheme leaders are employed to run the scheme properly. A deposit of £100 will again be required from EHDC (to cover any possible damage to the building) before any booking is confirmed. Mr. Filer seconded the motion and all present were in favour. **Action: J. Allsop**

- **Contract for the hire of a hand dryer**

Mr. Meischke said that he had studied the hand-dryer contract from the Warner Howard Group and, contrary to what we were told by County Supplies, the rental charge does not include a full service/breakdown and vandalism insurance. The Parish Council has two options, i.e. replace the hand dryer or remove the broken one and make good any loose wiring etc.

It was agreed that the hand dryer be removed and the wiring made safe.

Action: N. Poulton

Mrs. Davies asked why the toilets were kept closed at certain times. She was informed that the toilets are closed at 4 pm daily to avoid them being vandalised by 11-18 year olds returning home from secondary school. Parish Councillors discussed the possibility of the toilets being opened longer when the bike ramps have been installed.

It was agreed to put the opening and the closing of the toilets on the July 2002 agenda. **Agenda: 07/02**

- **Use of MPPA**

The Community Hall Trustees recommendation is that if a private individual uses the MPPA facility during public open-times and pays for coaching, then it is their affair

Parish Councillors discussed the recommendation at length and could not reach an agreement. Some Parish Councillors still felt very strongly that it was wrong to use a free facility for personal financial gain and that such users should pay for the MPPA facilities.

Because Mr. Knight was not present at the meeting and Mr. Poulton will not be present at the February and March meetings, it was agreed to defer this item until April 2002.

Agenda: 04/02

Mrs. McCash said that she believes that Digswell Parish Council have public coaching at their tennis facility. It was agreed to contact Digswell Parish Council to ask them if they make charges for the tennis facilities when a paid coach is present.

Action: J. Allsop

- **Request from Tennis Club to erect a shed-type building on the sportsfield**

The Tennis Club has written to formally ask for the Parish Council's agreement, in principle, for them to erect a shed-type building adjacent to the MPPA. The Community Hall Trustees recommend that the Parish Council agree in principle to the request and give the Tennis Club the address of the Diocesan Board so that the necessary permission required for building on this area of leased land can be obtained.

The Parish Council agreed the Community Hall Trustees recommendation.

Mr. Knight to be given the address of the Diocesan Board.

Action: J. Allsop

- **Dog training classes**

Mr. Poulton said that a request has been made for the hire of the Main Hall facilities for dog training classes. Parish Councillors discussed this matter and it was agreed that because of the hygiene issues involved dogs should not be permitted in the Main Hall.

- **MPPA & Community Hall equipment - six monthly check**

Mr. Poulton, Mr. Meischke and Mr. Stock to carry-out the six-monthly check and give their report at the Parish Council meeting on 6th February 2002.

Action: N. Poulton/D. Stock/J. Meischke

Recreation & Amenities

Mr. Meischke reported on the following items concerning the Recreation & Amenities Sub-Committee.

- **Manhole cover in sportsfield**

Mr. Meischke said that he would try to find out if the drains are in use or not. **Action: J. Meischke**

This item to remain on the agenda under Recreation & Amenities Sub-Committee. **Agenda: 02/02**

- **Install post at MPPA when the path is being re-laid**

Mr. Meischke said that Mr. Knight had been unwell over the Christmas period and that this item was still outstanding.

This item to be placed on the agenda for March 2002. **Agenda: 03/02**

- **Dog-waste bin**

Mr. Poulton said that EHDC is willing to supply, maintain and empty a new dog-waste bin to be located on the grass verge at the top of School Lane near its junction with Rectory Lane. EHDC will need to seek permission from the owner of the grass verge (who is currently unknown) before the new bin can be installed.

It was agreed to write to Trevor Waldoock (at EHDC) accepting the offer of the new dog-waste bin.

Action: J. Allsop

Mrs. McCash said that dogs are regularly fouling the footpath linking the two ends of Hazeldell. She has reported this matter to the Dog Warden and given him the name of one of the owners of a regularly offending dog.

Children and parents walking to and from Watton Primary School, from various parts of the village, regularly use the footpath. Mrs. McCash suggested that this was a possible site for another dog-waste bin.

Mr. Filer said that it would appear that the dog-waste bins in the village are not being emptied on a weekly basis and that the bins with broken lids are causing a smell. These bins are situated in Church Walk, Station Road and on the High Street (by the War Memorial).

It was agreed to write to EHDC asking them to replace the broken dog-waste bins and requesting that the contractors ensure that they empty all bins on a weekly basis. Also, requesting a new bin to be located near the footpath linking the two ends of Hazeldell.

Action: J. Allsop

Environment

Mr. Stock reported on the following items concerning the Environment Sub-Committee.

- **Byelaws - Watton Green and the Lammas**

Mr. Stock said that we cannot progress further with the byelaws until we have had DEFRA's approval of them for the Lammas.

This item to remain on the agenda.

- **Rabbit problem on Lammas**

Mr. Poulton said that he had asked EHDC if they could arrange for a rabbit survey to be carried-out on the land adjacent to the by-pass, plus Mill Lane and the Lammas bank. However, EHDC are unable to assist, nor are the Countryside Management Service and the National Farmers Union. Mr. Poulton said that he was still waiting to hear if the DEFRA can help us.

Mr. Poulton to chase.

Action: N. Poulton

Mr. Poulton read out part of a letter (dated 26th November) from the Countryside Management Service which refers to rabbits under the Pest Act 1954.

'The act states that all landowners with rabbits on their land must take all reasonable and legal steps to control them to prevent damage to adjoining land.

I hope that the action the Parish Council is taking will satisfy "all reasonable steps".'

If they are forced to under the Pest Act, the Parish Council will have no alternative but to gas the rabbits.

- **Oak Tree in the sportsfield hedge along School Lane**

Mr. Stock read out a letter dated 4th December 2001 from Dr. Norden who has agreed, in principle, to pay for the pollarding of the tree. Dr. Norden has asked us to obtain quotations for the work to be carried-out. The Clerk has written to Herts Tree Care (who did the work on the tree approximately five years ago), Michael Stanley and Jeff Skidmore.

Copies of the quotations to be sent to Dr. Norden when they have all been received.

Action: D. Stock/ J. Allsop

b) Sportsfield

i) Report

Mr. Filer carried-out the sportsfield report on the 7th January 2002, the result of which is as follows.

- **Sportsfield:**
 - Condition of grass Good, apart from goal areas.
 - Litter Bins empty.
 - Dog-waste bin and fouling OK.
 - Netball posts OK.
 - General Soil ramps wet not usable. Fence next to horses field in poor condition. Barbed-wire fence needs a little repair.
- **Children's Playground:**
 - Condition of surface OK, except small swings
 - Litter/Litter bin Litter around the area. Bin ¼ full.
 - Large swings Seats in poor condition.
 - Small swings Ground repair is poor.
 - See-Saw OK.
 - Slide OK.
 - Comments No lid on dog-waste bin.
- **Community Hall:**
 - General Condition (Exterior)
 - Initials carved on door of gents toilets.
 - Main doors – wood chipped by hinges.
 - Litter bin OK.
 - Car Park OK.
 - General Beer cans on ground.
- **Multi-Purpose Play Area:**
 - Surface Good.
 - Boundary Fencing OK.
 - Tennis nets Only one in position.
 - Litter None.
 - General Good. New bristles required for boot scrapper.
- **Great Innings Play Area:**
 - Equipment Good condition.
 - Surfaces Good.
 - Litter None
 - Dog-waste bin and fouling None.
 - Comments Good all round.
- **Allotments Area:**
 - Access Access gate needs repair.
 - Condition of paths between Allotments OK.
 - Condition of Allotments under cultivation Some very good, rest OK.
 - Condition of Allotments not under cultivation Not too bad.
 - Litter Good – except near entrance.
 - Comments Good for time of year.
- **Culverts on Mill Lane**
 - Litter and rubbish in and around Culverts Shopping trolley thrown into water.
 - Dog-fouling OK.
 - Comments Fence very unsafe – plastic warning tape doesn't make it any safer.
- **Salt bins**
 - Perrywood Lane -
 - Great Innings -
 - Station Road -
 - Moorymead Close -
 - Hazeldell -
 - Garages between Glebe -
 - Closer & Rectory Lane -
- **Dog-waste bins**
 - Footpath 17 OK.
 - Sportsfield OK.
 - Church Walk No lid on bin – well used.

Walkern Road	OK.
Station Road	No lid on bin – full.
High Street (by Memorial)	Lid on bin broken (hinge pin).
Great Innings	OK.
Mill Lane	OK, but full.

• **General**

• **Fence on sportsfield by horses field**

Mr. Filer said that the post-and-rail fence now needs replacing. It was agreed to obtain three quotations for the same style fence, but with the posts concreted into the ground. The quotations to be valid until the end September 2002 so that we can apply for grant money from EHDC.

Mr. Filer and Mr. Meischke to give the names of two suitable contractors to the Clerk.

Action: D. Filer/J. Meischke

Nick Whitehead also to be asked to quote for the work.

The Clerk to act accordingly.

Action: J. Allsop

• **Broken fence by Mill Pond, Mill Lane**

Mr. Filer said that whilst leaning over the Mill Pond fence, to look at a shopping trolley that has been dumped there, he had nearly fell down an 8 foot drop. Mr. Poulton said that he had put red tape across this fence to show it was dangerous. The fence is not the responsibility of EHDC or HCC; the most likely owners are either the Abel Smith Estate or the Environment Agency. We are awaiting an urgent response from the Environment Agency. The Clerk to chase again.

Action: J. Allsop

5 Planning

a) Applications

i) Bardolphs Farm

Telecommunications equipment

Parish Councillors viewed the plans for this application.

It was agreed to write to EHDC informing them that the Parish Council has no comment on this application.

Action: J. Allsop

ii) 119 High Street

Change of use from retail to food and drink (takeaway)

Parish Councillors viewed the plans for this application.

After lengthy discussion, it was agreed to write to EHDC informing them that the Parish Council strongly objects to the above planning application for the following reasons.

- Increase in traffic-movement in the area.
- Increase in parked cars in the area causing visibility problems for pedestrians and drivers.
- The Post Office is due to move to the shop in front of the proposed takeaway later this month. The Parish Council has yet to see the impact this move will have on traffic movements in this area.
- Increase of litter in the area.
- There is already a fast food (Chinese takeaway) in an adjacent building.
- The application is an over development of this type of activity.
- The Parish Council is concerned about the environmental impact an Indian takeaway will have on the immediate residential area, especially with regards to noise and pollution.
- The Parish Council does not want to lose a retail outlet being closed in the village.

The Clerk to act accordingly.

Action: J. Allsop

iii) 122 High Street

Loft conversion

Parish Councillors viewed the plans for this application.

After lengthy discussion, it was agreed to write to EHDC informing them that the Parish Council objects to the above planning application because it is not in keeping with the nature of the existing properties.

The Clerk to act accordingly.

Action: J. Allsop

b) Decisions

i) 2 The Beanside

Single Storey rear conservatory

-EHDC permission granted

ii) 62 Rivershill – Amended plan

Front porch extension and garage conversion
-EHDC permission granted

iii) The Stables and early C19 building, Home Farm, Woodhall Park

Change of use from estate office to private residential and from residential to estate office alterations
-EHDC permission granted

iv) 36 High Street

Replace existing mobile home with detached bungalow
-EHDC permission granted

6 Correspondence received**a) EHDC – Children’s summer play schemes 2002**

EHDC has written asking if we know of anyone who wants to run a summer play scheme during the 2002 summer holidays. It was agreed to write to EHDC stating that the Parish Council does not know of anybody but would be delighted for EHDC to run its scheme in Watton-at-Stone.

b) DTLR – The Local Elections (Declaration of acceptance of office) order 2001

All Parish Councillors had been a copy of this document. Mr. Poulton said that all Parish Councillors elected to office in May 2003 will be required to sign the new style declaration of acceptance of office.

c) Oliver Heald MP - re Quality Parish and Town Councils consultation paper

Mr. Poulton said that Oliver Heald has written asking for a copy of our response to the DEFRA Quality Parish and Town Councils consultation paper (refer to item 3 d, on page 3 of these minutes). It was agreed to send Mr. Heald a copy of our response.

Action: J. Allsop

d) Claytons – Deed of Waiver for the sportsfield

A signed copy of the Deed of Waiver to allow for the building of a brick shed on the sportsfield has now been returned to us. The Cricket Club has been informed that they can now start the building work.

Crime and Disorder Audit

This item had been on circulation.

The response form to be completed and returned accordingly.

Action: J. Allsop

7 Reports from other Organisations

- **Watton-at-Stone Conservation Society**

Mr. Stock said that a meeting of the society was held on Wednesday 6th December. Although he was unable to attend the meeting, he had been in contact with Barbara Knight. Conservation Society is keen to continue and is to try and recruit new members. To this end, an item to be placed in the Parish Magazine to advertise that the Conservations Societies AGM is to be held on 14th March in the Community Hall. The next meeting of the Conservation Society is 24th January 2002.

- **Police Safety meeting**

Mr. Filer and Mr. Poulton will attend a Police Safety meeting on 17th January at the EHDC offices, Wallfields, Hertford.

- **Watton-at-Stone Primary School Board of Governors**

Mr. Clark said that there has not been a meeting of the governors since the autumn half-term. The next meeting is scheduled for approximately two weeks time.

- **Watton-at-Stone Memorial Hall Management Committee**

Mrs. Dinnin said that the Memorial Hall Committee is meeting next week.

- **Youth Club**

Mrs. Dinnin said that the Youth Club hope to obtain two snooker tables to be kept at the Memorial Hall.

The Clerk suggested that the unused Parish Council computer could be given to the Memorial Hall so it could be used by the youngsters for playing games etc. Mrs. Dinnin to speak with the Memorial Hall Management Committee regarding this matter.

Action: C. Dinnin

- **Watton-at-Stone Sports & Social Club**

Mr. Meischke said that the Sports & Social Club meeting had been rescheduled for Wednesday 16th January (the original date clashed with tonight’s Parish Council meeting).

8 Accounts/Correspondence

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques required

D. R. Monk	Leaf clearance £200 + War Memorial garden £62.50	262.50
SLCC	Annual subscription	50.00
EHDC	RoSPA Playground inspection	58.75
Glasdon UK	Trimline litter bin with metal liner	46.15
M. Stanley	Watton Green – grass cutting and ditch strimming	220.00
J. Allsop	January salary	473.20
J. Allsop	Phone calls	24.87
J. Allsop	Photocopy paper £9.99, plus paper for minutes £10.00	19.99
Boardmans Photocopying	Charges to 31.12.01	<u>13.87</u>
		<u>1169.33</u>

Cheques received

None

Watton-at-Stone Community Hall

Petty Cash

Receipts

Mr. Keen – Main Hall	60.00	Wicksteed Leisure – safety check	29.38
Nikki Roberts – Main Hall	10.00	Gas	38.31
Floodlighting to 5/12/01	180.00	HCC- window cleaner and handle	19.75
Tennis Club Main Hall & Pavilion hire	26.00	Banked on 7/12/01	<u>180.00</u>
Cricket Club – Pavilion hire	21.00		<u>267.44</u>
Denise Flack – Pavilion hire	14.00		
Colin Straker – Main Hall hire	<u>56.00</u>		
	<u>367.00</u>		

Cheques required

C. Bewley	52.5 hours cleaning	275.63
	36.5 hours cleaning	<u>191.63</u>
		<u>467.26</u>

Cheques received

EHDC	Pavilion hire	32.00
Mrs Paskell	Pavilion hire	21.00
Cornhill Insurance	Claim for broken windows	527.04
Tracie Harris	Main Hall & Pavilion - Rosie Conley fitness classes	<u>202.50</u>
		<u>782.54</u>

Mr. Stock proposed that accounts be paid, Mrs. McCash seconded the motion and all present were in favour.

9 Chairman's / Clerk's Report

Mr. Poulton reported on the following item.

- **Update of Village directory**

Mr. Meischke has brought to our attention that the village directory needs up-dating. Mr. Poulton therefore asked Parish Councillors to make any amendments they could and then pass them to the Clerk.

Action: All Parish Councillors

This item to be placed on the agenda for February 2002.

Agenda: 02/02

- **The meeting closed at 9.25 pm.**

- **The date for the next Parish Council meeting is Wednesday 6th February 2002.**