

**Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 9<sup>th</sup> October 2002 at 7.15 pm**

Present: Mr. N. Poulton (Chairman) Mr. D. Stock (Vice-Chairman)  
 Mr. C. Clark (after 7.18 pm) Mrs. C. Dinnin  
 Mr. V. Dunhill Mr. D. Filer  
 Mr. I. Knight Mrs. H. McCash  
 Mr. J. Meischke

Members of Public: Mr. E. Riddle  
 Miss Karen Newman

**1 Apologies for absence**

None.

**2 Declaration of Interests**

None.

**3 Chairman's/Clerk's Report**

- **AGRE newsletter**  
 Mr. Poulton gave all Parish Councillors present (and the Clerk) copies of an AGRE newsletter.
- **Code of Conduct**  
 Mr. Poulton gave all Parish Councillors present copies of a leaflet (produced by the Standards Board for England) on the Code of Conduct. He informed Parish Councillors that we have also been given a six-minute video on the Code of Conduct. Any Parish Councillor who would like to view the video should contact Mr. Poulton.
- **Election of Parish Councillors – May 2003**  
 Mr. Poulton asked all members to let him know, before the end of this year, whether or not they intend to stand for re-election to the Parish Council in May 2003. He said that the present members of the Parish Council had worked well as a team over the past four years and therefore hoped that they would all put their names forward for re-election.
- **Mineral extraction plan**  
 Mr. Poulton said that we had now received the first draft for the Mineral Extraction Plan.  
 It was agreed that Mr. Poulton should read and analyse the main points of this lengthy document and report back to the Parish Council. Mr. Poulton said that the main area affected is Bengoe Rural, where transportation issues will be a major cause for concern.

(Mr. Clark arrived at the meeting.)

Bengoe Rural Parish Council will be holding a public meeting and the Watton-at-Stone Parish Council will be invited to attend. Mr. Poulton said that the Parish Council should not make its response to the Mineral Extraction Plan until after the meeting has taken place.

He said that he would also be at a meeting at EHDC when this issue will be discussed.

Mr. Poulton to report back to the December Parish Council meeting. **Action: N. Poulton (12/02)**

**4 Minutes of the last meeting**

**a) Acceptance**

- **Minutes of the Parish Council meeting held on Wednesday 10<sup>th</sup> July 2002**  
 Mr. Meischke proposed that the minutes be accepted and signed by the Chairman as a true record. Mrs. McCash seconded the motion and all present at that meeting were in favour.

**b) Review of actions**

- **Write to Pauline Entecott (EHDC) re Crime and Disorder Act**  
 This action point has been completed.  
 Mr. Poulton said that he visited Pauline Entecott at EHDC. The Crime and Disorder Partnership is made up of the District Council, County Council and Police Authorities and any other statutory organisations that they feel relevant.  
 Mr. Poulton said that the Clerk had obtained a document on Section 17 of the Crime and Disorder Act 1998 from the Internet. He will be giving a copy of this document to EHDC so that they can prepare guidelines for Parish Councils to adopt, if they so wish.

Mr. Poulton said however, that the manner in which the Parish Council is currently conducting its business appears to be within the required guidelines.

- **Write to Conservation Society re grant**

This action point has been completed.

- **Write to HCC re street lighting maintenance**

This action point has been completed.

- **Complete and return insurance forms for loss of income and subsidence/landslip on Community Hall**

This action point has been completed.

- **Write to Land Registry re ownership of footpath adjacent to Bull Public House**

This action point has been completed.

Mr. Poulton said that he had asked the Clerk to establish the ownership of the access to the Parish Council land situated between 48 and 50 Rivershill.

The Clerk said that she had also asked the Land Registry to inform us who owns the cul-de-sacs off Rivershill that are not adopted by the EH Highways Partnership.

Both of these items to remain on the agenda under Specific Items until they have been resolved.

**Agenda: 11/02**

- **Contact Conservation Society about meeting with WAGN**

This action point has been completed.

Mr. Stock said that Mrs. B. Knight (Secretary of the Conservation Society) had had great difficulty in getting WAGN to attend a major meeting to discuss at the problems at our station.

As an interim action, WAGN has requested a site-meeting between one of their representatives and the chairman (Mr. P. Knight) and secretary of the Conservation Society. Mr. Stock said that Mrs. Knight had asked him to attend the site meeting (as the Parish Council representative on the Conservation Society's Committee) to be held on Friday 18<sup>th</sup> October. This he will do, and report back to the Parish Council accordingly.

**Action: D. Stock**

Mr. Poulton said that he would also attend the meeting.

- **Obtain confirmation re proposed structural repairs to the railway bridge in Perrywood Lane**

This action point has been completed.

Mr. Poulton read part of a letter from May Guerney (dated 13<sup>th</sup> September) outlining the work they will do to the bridge. The work involves:

- drilling and grouting of the bridge abutment and wing walls, re-pointing the wingwalls and parapets
- removal of vegetation (cutting down scrub 3 m back from the structure)
- laying of new kerbs and tarmac footpaths across the bridge.

Mr. Filer said that the quality of the work so far is poor.

It was agreed to write to May Guerney to remind them of their responsibility to replace the trees that they have removed.

**Action: J. Allsop**

- **Arrange for a small group of Parish Councillors to visit Mr. Mould (sign maker) in Peterborough**

This item to be discussed under 5 a, Specific Items – Ornate Village Sign (on page 6 of these minutes).

- **Write to HCC re Structure Plan Alterations**

This action point has been completed.

- **Attend site-meeting on 21<sup>st</sup> September at Parish Council-owned land in Rivershill**

This item to be discussed under 5 b, Specific Items – Parish Council owned-land at Rivershill (on page 6 of these minutes).

- **Send reminder of above site-meeting to all Parish Councillors enclosing map location**

This action point has been completed.

- **Write to Carole Moore (Scout and Guide Group) re a Good Citizenship trophy**

This action point has been completed.

Mr. Poulton read out the following letter from Carole Moore.

‘Thank you for your letter regarding the “Parish Council Cup” which we discussed at our recent Group Executive meeting.

It was felt that as the cup was to be for the younger children (I believe we discussed it being for Beavers and Rainbows, possible on alternate years) the term “citizenship” might not be a familiar to

them. Also that at their age, 5 – 8, there wouldn't be very much opportunity for them as individuals to be outstanding "good citizens". Although it doesn't perhaps sound as good, something less specific such as "Cup for Outstanding Effort" seemed to us to be more appropriate.

We all thought that having a cup for the younger sections was an excellent idea. I hope these comments will be useful.'

Mr. Stock proposed that the Parish Council purchase an 'Outstanding Effort' trophy to be awarded to a Beaver or Rainbow member (age range 5 to 8 years) of the Scout and Guide Group. Mrs. McCash seconded the motion and all present were in favour.

Mr. Poulton to act accordingly.

**Action: N. Poulton**

Mr. Filer suggested that the company Viners could supply a suitable trophy. Mrs McCash suggested Concord in Stevenage.

- **Contact Watton Primary School re a Good Citizenship trophy**

Mr. Clark said that he had started the initiative and this item would be on the agenda for the next Governors meeting.

Mr. Clark to report back to the Parish Council.

**Action: C. Clark**

- **Purchase litterbin to be sited near the Jack Turner memorial bench on the sportsfield**

This action point has been completed.

Mr. Poulton said that he had erected the litterbin.

Mr. and Mrs. Thurlow asked Mr. Poulton to remove the litterbin from the old Post Office (which is now private property) and re-site it outside the new Post Office. This he has done.

Because the re-sited bin is being well used, Mr. Poulton has instructed EHDC to arrange for it to be emptied on a weekly basis.

Mrs. McCash said that this is being done at least once a week together with the bin opposite the George and Dragon.

- **Purchase two dog-fouling-penalty signs for the allotments**

The signs have been received, although we have not yet been invoiced by EHDC and thus the price is unknown.

- **Install dog-fouling- penalty signs on allotments**

Mr. Meischke said that the signs only arrived yesterday evening and he had not yet had an opportunity to install them.

Mr. Meischke to install the signs as soon as possible.

**Action: J. Meischke**

- **Write to all allotment holders re dog-fouling problem on the allotments**

This action point has been completed.

This item is a crime and disorder issue.

- **Send annual return and supporting documentation to the auditors Lubbock Fine**

This action point has been completed.

- **Investigate the problem of the shower pressure at the Community Hall**

Mr. Poulton and Mr. Meischke had a site meeting with Turners, who installed the shower system when the Community Hall was being built. Turners say that the problem is due to hard water causing scaling in the pipe work. During a test, when the hot water was turned off, the shower pressure was very good with just a cold water intake.

Turners have (verbally) estimated that their charge to clean out all the filters and showerhead fittings would be approximately £300 - £400.

Mr. Meischke proposed that the Parish Council accepts this verbal quote from Turners. Mr. Knight seconded the motion and all present were in favour.

Mr. Meischke to act accordingly.

**Acton: J. Meischke**

Mr. Poulton said that he would be applying for grant-aid towards the repair work on the showers and emergency lighting system.

- **Write to EHDC re the 2002 Summer Play Scheme**

This action point has been completed.

- **Speak to Mr. Meischke about fencing at MPPA and contact Doe Sport**

This action point has been completed.

Mr. Poulton said that a quotation had been received from Watton Service Station. However, Doe Sport had not yet responded to our letter.

The Clerk to chase Doe Sport.

**Action: J. Allsop**

- **Ask Paul Devine if Parish Council can use his cherry picker to cut back a branch at the MPPA**

Mr. Poulton said Paul Devine had agreed to take his Cherry Picker to the MPPA so that the branch obstructing one of the floodlights can be cut back.

Mr. Poulton to see that the work is carried-out.

**Action: N. Poulton**

- **Contact Nick Whitehead re weeds around the drainage channel of the MPPA and a nearby tree stump**

This action point has been completed.

Mr. Poulton reported that the work has now been completed.

- **Contact Doe Sport re six holes in surface of MPPA**

This action point has been completed.

Doe Sport has not yet responded to our letter. The Clerk to Chase.

**Action: J. Allsop**

- **Obtain two quotations for painting the changing rooms and corridors**

This action point has been completed.

Mr. Poulton said that a quotation has been received from Mick Taylor, however Paul Devine has not yet submitted one.

This item to remain on the agenda under Community Hall Trustees.

**Agenda: CH**

- **Ask Nick Whitehead to quote for cutting the sportsfield hedge**

Mr. Whitehead informed the Clerk verbally, that his charge for the hedge cutting would be the same as last year (i.e. £300). As previously agreed the Clerk therefore asked to proceed with the work.

Mr. Poulton said that the hedge cutting had been done that day.

- **Write to allotment holders re waste management**

This action point has been completed.

- **Arrange for the byelaws for Watton Green and the Lammas to be signed, advertised and seek their confirmation**

This item to be discussed under 6 a, Environment Sub-Committee - Byelaws - Watton Green and the Lammas (on page 7 of these minutes).

- **Arrange a site meeting at Watton Green**

This item to be discussed under 6 a, Environment Sub-Committee - Watton Green (on page 7 of these minutes).

- **Obtain a quotation from Hugh McAlphine for cleaning the War Memorial**

This action point has been completed.

Mr. Poulton said that because Mr. McAlphine's quotation is £1,700, he instructed the Clerk to contact two more stonemasons in Hertford, namely S. C. Dass and Abrasive Glass Services Ltd. Both contractors have agreed to submit their quotation before the Budget & Finance Sub-Committee meeting to be held on the 30<sup>th</sup> October 2002.

- **Obtain a quotation from Herts Tree Care for work to the trees on the Lammas**

This action point has been completed.

Refer to item 6 a, Environment Sub-Committee – The Lammas (on page 8 of these minutes).

- **Obtain quotations from Doe Sport and Wicksteed Leisure for installing a hard surface under the bike ramps**

Letters have been sent to Doe Sport and Wicksteed Leisure. Responses are still awaited.

The Clerk to chase.

**Action: J. Allsop**

- **Write to Adam Smith re installation of hard surface under bike ramps**

This action point has been completed.

- **Chase EHDC and EH Highways Partnership re replacement trees for Walkern Road**

Mr. Poulton said that he had spoken to EH Highways Partnership. They have ordered the three replacement trees and will be planting them soon.

This item to remain on the agenda under Specific Items, until the trees have been planted. **Agenda: 11/02**

- **Write to HCC asking them to keep the Parish Council informed about the Minerals Local Review Plan**

This action point has been completed.

- **Write to EHDC re RoSPA annual inspection of playground equipment**

This action point has been completed.

- **Report on Police meeting held on Tuesday 24<sup>th</sup> September**

Mr. Poulton said that he together with Mrs. Dinnin, Mr. Meischke and Mr. Stock (apologies were received from Mrs. McCash) attended the meeting, which was hosted by Inspector Pat Rawle and PC Ivens.

Watton-at-Stone was mentioned on numerous occasions with references being made to the good working-relations between the police and the Parish Council. They informed the meeting of the positive outcome this had had in reducing crime and vandalism in the area, especially that involving the young.

The Police are aware of the current problems in Watton-at-Stone and are taking action.

The current crime figures are up compared with the same period last year. This is mainly due to the way in which crime is reported.

- **Investigate the Standing Order on Contracts**

Mr. Filer read out the following Standing Order on Contracts.

‘73 (a) Where it is intended to enter into a contract exceeding £1,000 but not exceeding £10,000 in value for the supply of goods or materials for the execution of works, the Clerk shall give at least three weeks public notice of such intention in the same manner as public notice of meetings of the Council is given.

Where the value of the intended contract exceeds £10,000 similar notice shall be given in addition to all firms included in the appropriate standing approved list of contractors maintained by the District Council, or if no such list is maintained then in such newspaper circulating in the district as the Council shall direct.

(b) Notice of contract exceeding £10,000 shall state the general nature of the intended contract and state the name and address of the person to whom tenders are to be addressed and the last date by which those tenders should reach that person in the ordinary course of post.

(c) Tenders shall be opened by the Clerk or other person to whom tenders are required to be addressed on the date specified pursuant to paragraph (b) of this Order and shall be reported by the person who opened them to the Council or, where the tenders have been sought by a committee or sub-committee to that committee or sub-committee.

(d) Neither the Council nor any committee, or sub-committee is bound to accept the lowest tender.

(e) If no tenders are received or if all the tenders are identical the Council may make such arrangements for procuring the goods or materials or executing the works as it thinks fit.

(f) A notice issued under this Standing Order shall contain a statement of the effect of Standing Orders Nos. 60,61, and 62’

He then read out the following Variation, Revocation and Suspension of Standing Orders.

75. Any or every part of the Standing Orders except those printed in **bold type** may be suspended by resolution in relation to any specific item of business.

76. A resolution permanently to add, vary, or revoke a Standing Order shall when proposed and seconded, stand adjourned without discussion to the next ordinary meeting of the Council

Mr. Filer said that raising the Standing Order value for contracts from £1,000 to £2,500 would cover all normal business done by the Parish Council. However, he asked that this item be discussed at the Budget & Finance Sub-Committee meeting to be held on 30<sup>th</sup> October. This was agreed. **Agenda: B & F**

**c) Action points outstanding for more than two months**

- **Inform Parish Council about Mr. Clark continuing to put up notices on the Whempstead notice board**

Mr. Clark said that he wished to continue putting up notices on the Whempstead notice board and apologised for not doing this regularly in the past. Mr. Clark said that if and when he is unable to do so he will ask Mrs Dinnin to post notices for him.

- **Arrange to meet with HCC’s Youth and Community Service in autumn**

Mrs. Dinnin said that the HCC Youth and Community Service had informed her that, due to staff shortages, they no longer have local involvement or any intentions to do so in the future. Mrs. Dinnin said she has been given a new contact name, however she will take no further action until such time that a new youth club is formed.

## 5 Specific Items

### a) Ornate Village sign

Mrs. McCash said that she and Mrs Dinnin would be meeting Mr. Would (the sign maker) in two weeks time for preliminary discussions about design and production of the Ornate Village sign.

This item to remain on the agenda under Specific Items.

**Agenda: 11/02**

### b) Parish Council owned-land at Rivershill

Mr. Dunhill said that most Parish Councillors attended the site meeting on 21<sup>st</sup> September and hacked their way through dense growth to the river. They then discussed what maintenance should be carried-out on the land.

At the site meeting it was agreed that the ownership of the access strip needed to be obtained. Also, that a footpath should be cut through the land to the river to show that the Parish Council is accessing the land.

- Mr. Clark signed the member's interest book and left the meeting.

Tim Clark (Mr. Clark's son) has submitted the following quotation dated 1<sup>st</sup> October.

'To clear access path from gate to one point on each boundary fence on land at Rivershill, Watton-at-Stone

1 day @ £50 per day = £50'

Mrs. McCash proposed that Tim Clark's quotation be accepted. Mr. Filer seconded the motion and all present were in favour.

The Clerk to write to Tim Clark accordingly.

**Action: J. Allsop**

- Mr. Clark returned to the meeting.

### c) Good Citizenship Trophy

This item was discussed under 4 b, Review of Actions - Write to Carole Moore (Scout and Guide Group) re a Good Citizenship trophy (on pages 2 and 3 of these minutes).

### d) Public footpath sign at Glebe Court

Mr. Poulton said that he had personally written and also spoken to Stort Valley Housing Association. As Parish Councillors are aware, the builder went bankrupt during the refurbishment of Glebe Court. A replacement builder was found to complete the job. However, there are still several jobs outstanding which have to be completed by the replacement builder; these include the erection of the public footpath sign and the marking out of the car park at Glebe Court. Both items have been given a high priority, but the builder has not returned to complete the work.

### e) Freedom of Information Act

Mr. Poulton said that the Government would like to adopt a Freedom of Information act to ensure that local government does not discriminate against the public. Mr. Poulton agreed to read the document and ask EHDC to formulate a plan to come up with a sensible act.

The Parish Council needs to respond to the document by 31<sup>st</sup> December 2002.

Mr. Poulton to act accordingly and report back at the December meeting.

**Action: N. Poulton (12/02)**

### f) Children's recreation

Mr. Poulton said that the youngsters are not using the bike ramps on the sportsfield. They have approached him because they want some land of their own that they can use to make mud bike ramps etc and be out of public view. Mr. Poulton said that he had identified a piece of land on the Lammas that is isolated from the rest of the site. It is situated at the Mill Lane end of the Lammas and is tucked away just past the metal gate.

Parish Councillors discussed the proposal and agreed that a site meeting was required before the matter could be pursued. Parish Councillors will meet in Mill Lane on Tuesday 15<sup>th</sup> at 6.30 pm.

**Action: All Parish Councillors**

There will also be a site meeting with the youngsters on Saturday 19<sup>th</sup> October at 2 pm to find out what they want from the site.

**Action: All Parish Councillors**

## 6 Reports

### a) Sub-Committees

#### Budget & Finance

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

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

Parish Councillors present at the meeting were given a copy of the 6-monthly statement of accounts for the period ending the 30th September 2002.

Mr. Filer went through the expenditure and income.

Mr. Filer said that he would be meeting with the Clerk on Monday 21<sup>st</sup> October to draw up an embryo budget for discussion at the Budget & Finance Sub-Committee meeting to be held on 30<sup>th</sup> October. He asked all Parish Councillors to give him details of any items they wanted to be included in the budget before his meeting with the Clerk.

**Action: All Parish Councillors**

### Community Hall Trustees

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

- **Acceptance of minutes of meeting held on 10<sup>th</sup> September 2002**

Mr. Meischke proposed that the minutes be accepted and signed as a true record. Mr. Knight seconded the motion and Mr. Poulton and Mr. Stock were in favour.

### Recreation & Amenities

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

- **Emergency lighting at Community Hall**

Mr. Meischke said that whilst carrying-out the annual inspection of the electrical equipment in the Community Hall, Mr. Burgess identified some problems with the emergency lighting system. The exit light in the Pavilion and the emergency lights in the Parish Council room and the Main Hall were not working properly.

Mr. Burgess's quotation to repair/replace the faulty fixtures, replace the strip lighting bulbs in the Main Hall that are not working and supply a scaffolding tower to carry-out the work is £800.

Because the lack of emergency lighting at the Community Hall is a health & safety issue, Mr. Meischke sort the approval of four Parish Councillors and then instructed Mr. Bruges to go ahead with the work.

Mr. Burgess has completed the work in the Pavilion and Parish Council room. He will be carrying-out the work required in the Main Hall on Saturday 12<sup>th</sup> October.

Mr. Filer proposed that the Parish Council give retrospective permission for Mr. Burgess to carry-out the work. Mr. Meischke seconded the motion and all present were in favour.

A lengthy debate took place on the cost of maintaining the Community Hall. Mr. Poulton said that it was important that Parish Councillors aired their thoughts on issues such as this. He said that the District and County Councils both maintain leisure facilities (such as swimming pools, gyms and other sporting and recreational facilities) using ratepayer's money. As do most Parish Councils who maintain Halls and sportsfields. Mr. Filer pointed out that the Memorial Hall has no external funding and has to be maintained from its lettings.

### Environment

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

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

Mr. Stock said that we had now amended the byelaws in accordance with comments made by the office of the Deputy Prime Minister and that he and Mr. Poulton had signed and sealed them. He therefore proposed that the Parish Council now formally adopts the byelaws for the Lammas and Watton Green.

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

**(see attached)**

The Clerk to arrange for a public notice to be placed in the Hertfordshire Mercury stating that the Parish Council is applying to the Secretary of State for confirmation of the byelaws.

**Action: J. Allsop**

The Budget & Finance Sub-Committee to make a provision in the 2003/04 budget for byelaw notice boards for the Lammas and Watton Green.

**Budget 2003/04**

- **Watton Green**

Mr. Stock said that he had had a very positive and useful site meeting with Mr. Karczewski (from the Countryside Management Service), Mr. Filer and Mrs. McCash. Mr. Karczewski will be sending the Parish Council an interim report on Watton Green, which will also outline a plan to improve the wooded area adjacent to Perrywood Lane and between Brambles to the boundary of the railway line.

- **Rabbit fencing on Allotments and the Lammas**

The Parish Council agreed not to pursue rabbit fencing on the Lammas until we have had a positive response to the matter from Mr. Abel Smith.

Mr. Poulton said that he had received a letter from Mr. John Love (of 10 Beane Road) asking the Parish Council to install rabbit fencing on the allotments. Mr. Poulton said that earlier this year RTD Woodland provided a quotation of between £600 to £650 to erect rabbit fencing on the allotments. He said that he could apply to EHDC for a grant to cover 50% of the cost.

Mr. Filer said that earlier this year he had experienced a problem with rabbits on his land adjacent to Watton Green, however due to an outbreak of myxomatosis, the rabbit population has been severely reduced. He therefore suggested that the situation would be the same on the allotments.

The meeting closed while Mr. Riddle was asked for his opinion as an allotment holder. The meeting then opened again.

Mr. Filer's thoughts were confirmed by Mr. Riddle, who had not seen a rabbit on the allotments for some time.

A lengthy debate took place on how the Parish Council could justify spending money on rabbit-proof fencing when there did not appear to be a problem at present.

It was agreed that a letter be sent to all allotment holders to inform them that at present the Parish Council does not consider that the current rabbit problem on the allotments justifies the cost of installing rabbit-proof fencing from public funds. However, we do want them to tell us if they have a rabbit problem on their particular allotment. The Parish Council will then look at the matter again and consider further options.

**Action: J. Meischke/D. Stock/J. Allsop**

This item to be placed on the agenda for spring next year.

**Agenda: 04/03**

- **Installation of two off-set bollards in place of the barrier on footpath leading to Church Lane**

Mr. Dunhill confirmed that the work has been completed.

Mrs. McCash complained that whilst installing the bollards the contractors had damaged the surface of the footpath causing divits, which are a trip hazard to pedestrians. Mr. Dunhill to investigate.

**Action: V. Dunhill**

- **War Memorial**

This item was discussed under 4 b, Review of Actions \_ Obtain a quotation from Hugh McAlphine for cleaning the War Memorial (on page 4 of these minutes).

- **Lammas**

The Clerk gave Mr. Dunhill the quotation from Herts Tree Care for work on trees on the Lammas. Mr. Dunhill said that the quotation was incomplete and that he would need to contact them again.

**Action: V. Dunhill**

## b) Sportsfield

### i) Report

Mr. Knight carried-out the sportsfield report on the 9<sup>th</sup> October 2002, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Goal mouth/weeds.
Litter	None.
Dog fouling	OK
Netball posts	OK
General	Overall, very good.
	Litter bin at top of field – post needs setting.

- **Children's Playground:**

Condition of surface	OK
Litter/Litter bin	OK
Large swings	OK
Small swings	OK
See-Saw	OK
Multi-play and slide	OK
Two spring sit-on	OK
Teen shelter	OK
Comments	Good.

- **Bike ramps area:**

Junior Jump	OK
Double Ramp	OK
Fun Box	OK

- **Community Hall:**

General Condition (Exterior)	OK
Litter bin	OK
Car Park	OK
General	OK

• **Multi-Purpose Play Area:**

Surface	Good.
Boundary Fencing	Kicker boundary-gate needs securing.
Tennis nets	Good.
Litter	OK
General	Tree near light.

• **Great Innings Play Area:**

Equipment	No problems.
Surfaces	No problems.
Litter	No problems.
Dog fouling	No problems.
Comments	No problems.

• **Allotments Area:**

Access	Good.
Condition of paths between Allotments	Good.
Condition of Allotments under cultivation	Good.
Condition of Allotments not under cultivation	Poor – but to be expected.
Litter	Good.
Comments	Good.

• **Culverts on Mill Lane**

Litter and rubbish in and around Culverts	Litter in culverts.
Dog-fouling	OK
Comments	OK

• **Salt bins**

Perrywood Lane	OK
Great Innings	OK
Station Road	OK
Moorymead Close	OK
Hazeldell	OK
Garages between Glebe Close & Rectory	OK

• **Dog-waste bins**

Footpath 17	OK
Sportsfield	OK
Church Walk	OK
Walkern Road	OK
Station Road	OK
High Street (by Memorial)	OK.
Great Innings	OK
Mill Lane	OK

• **Culverts**

Mr. Knight raised his concern about the possible misuse of the culverts if youngsters are regularly in the area (e.g. if they are allowed to develop an area of the Lammas for mud bike ramps).

ii) **Weekly report and action**

No new problems were identified during the weekly inspections.

## 7 Planning

### a) Applications

i) **R/O 36 High Street**

Detached bungalow

Mr. Poulton said he visited the residents affected and they had no objections to the planning application. He then showed the plans to Mr. Meischke, Mr. Filer, Mr. Clark, Mr. Dunhill and Mrs. Davies, none of whom had any objections to the application. The Clerk was instructed to write to the planning department at EHDC stating the Parish Council has no comment on the application.

Parish Councillors agreed with the decision.

### b) Decisions

i) **24 Rivershill**

Single and double storey extension to rear and proposed garage to replace -EHDC permission granted

## 8 Correspondence received

### a) Correspondence from the Conservation Society concerning railway station

The Conservation Society has copied us on all their correspondence to-date to and from WAGN re the condition of Watton-at-Stone Station. Mr. Poulton said that Mr. Stock had covered this earlier during the meeting.

### b) CDA Rural Enterprise Project – Helping your Local Community

Mr. Poulton asked if any Parish Councillors were able to attend CDA’s Rural Enterprise meeting on Monday 2<sup>nd</sup> December to discuss the follow issues.

- Vital Village Grant Schemes
- Parish Ambassadors Scheme
- Support for Local Businesses
- Environmental Grant Schemes

Mr. Poulton agreed to represent the Parish Council.

The Clerk to inform CDA accordingly.

**Action: J. Allsop**

Mr. Poulton to report back to the Parish Council during its meeting to be held on the 11<sup>th</sup> December 2002.

**Agenda: 12/02**

## 9 Reports from other Organisations

### • Watton-at-Stone School Conservation Society

Mr. Stock reported that the Conservation Society is pursuing the following items.

- Condition of Watton Station.
- Updating the village guide.
- Completing the final details of the Millennium Walk, namely arranging for the way markers to be purchased and put up, and organising a guided walk with the Watton Ramblers.

### • Watton-at-Stone School Governors

Mr. Clark reported that the school is into its third day of the OFSTED inspection. The school will receive a verbal report from the OFSTED inspectors on 31<sup>st</sup> October.

### • Watton-at-Stone School Scout and Guide Group

Mr. Dunhill said that the Watton-at-Stone Scout and Guide Group is appealing for more helpers.

### • Watton-at-Stone Sports & Social Club

Mr. Meischke said that the Watton-at-Stone Sports and Social Club had quite a fruitful meeting with the regional facilities representatives of the Football Association, during which they discussed developing the old rifle range site for sporting activities.

## 10 Items for Parish News

Articles on the following items discussed by the Parish Council to be sent to the editor of the Parish news for inclusion in next issue.

- Cup for Outstanding Effort to be awarded by Parish Council to a member of the Scout and Guide Group
- Byelaws for Watton Green and the Lammas
- Dog fouling problem on the Allotments, erection of dog-fouling penalty signs.

Mr. Filer to be given details of the above items.

**Action: J. Allsop**

Mr. Filer to write the articles for the above and send them to the Parish News.

**Action: D. Filer**

## 11 Accounts/Correspondence

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

Stamps

0.66

0.66

**Cheques required**

Diocesan Board	MPPA sportsfield ground rent	90.00
Glasdon UK	Litterbin for sportsfield	58.91
J. Allsop	September salary	491.82
D. R. Monk	War Memorial and flowerbed maintenance	81.25
J. Allsop	Ethernet card & cable £35.58, phone charges £27.91, 5 reams of copy paper £11.98	<u>75.47</u>
		<u>797.45</u>

**Cheques received**

Mrs. Barnett	Allotments hire 2002/2003	10.50
Mr. Michael Inman	Allotments hire 2002/2003	21.00
Mr. J. Knight	Allotments hire 2002/2003	14.00
Mr. & Mrs. Philips	Allotments hire 2002/2003	17.50
Mr. J B Bunyan	Allotments hire 2002/2003	3.50
Mr. J. Love	Allotments hire 2002/2003	21.00
Mr. D. Wolf	Allotments hire 2002/2003	3.50
Mr. & Mrs. Riddle	Allotments hire 2002/2003	7.00
Mr. Bob Beadle	Allotments hire 2002/2003	7.00
Mr. M Moore	Allotments hire 2002/2003	14.00
Mr. Roger Green	Allotments hire 2002/2003	14.00
Mr. Michael Freeman	Allotments hire 2002/2003	17.50
Cath Millar	Allotments hire 2002/2003	3.50
Diane Whitaker	Allotments hire 2002/2003	7.00
Sports & Social Club	Sportsfield facilities	<u>459.00</u>
		<u>620.00</u>

**Watton-at-Stone Community**

**Hall**

**Petty Cash**

**Receipts**

Mr. Keen – Main Hall	100.00
Barry Moor – Main Hall	34.00
Nikki Roberts	10.00
Floodlighting to 11/09/02	<u>60.00</u>
	<u>204.00</u>

**Payments**

I. R. Locking	28.82
K. Harris	20.00
VAT return 08/02	25.47
K. S. Burgess – electrical check	140.00
EHDC part return of deposit	55.00
Ted Brown – 12 hours litterpick	<u>63.00</u>
	<u>332.29</u>

**Cheques required**

Christine Bewley	55 ¼ hours	<u>290.07</u>
		<u>290.07</u>

**Cheques received**

Jo Marsh	Pavilion hire	20.00
Mrs Clarke	Main Hall hire	16.00
Mrs. Gilbey	Main Hall hire	50.00
G. Pay	Main Hall hire	303.75
Mrs. Moore	Pavilion hire	17.50
Motts Close residents Assoc.	Pavilion hire	14.00
Sports & Social Club	Community Hall facilities	459.00
Sports & Social Club	Donation for supply 1 key to Community Hall	<u>12.31</u>
		<u>892.56</u>

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

- The meeting closed at 8.55 pm.
- The date for the next Parish Council meeting is Wednesday 13<sup>th</sup> November 2002.