

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 13th April 2005

Present:	Mr. Poulton (Chariman)	Mr. J. Meischke (Vice-Chairman)
	Mr. C. Clark	Mrs. C. Dinnin
	Mr. V. Dunhill	Mr. I. Knight
	Mrs. McCash	Mr. M. Smith
	Mr. D. Stock	

1 Apologies for absence

Apologies for absence was received from Mr. Filer.

2 Public Participation

None.

3 Declaration of Interests

Mr. Poulton declared a personal and prejudicial interest in item 6 a ii, Planning applications - Watton-at-Stone Playgroup, School Lane (on page 3 of these minutes).

Mrs. McCash declared a personal and prejudicial interest in item 8 a, Budget and Finance Sub-Committee - Internal and external audit of Parish Council and Community Hall accounts (on page 6 of these minutes).

4 Chairman's/Clerk's Report

Mr. Poulton said that he had two additional items for discussion.

- i) Approval of summary 12-monthly statement of accounts for the Parish Council and Community Hall for the year ended 2004/05. This item to be discussed under item 8 a, Budget and Finance Sub-Committee (on pages 5 and 6 of these minutes).
- ii) Letter from Rodney Ranzetta re Community Service. Mr. Poulton said that we had received a letter (dated 11th April) from Rodney Ranzetta, of the Churches Serving Watton, requesting the use of the Pavilion facilities and sportsfield for the Community Service to be held on Sunday 3rd July 2005 at 1030. They will require the facilities from 0930 to 1200 at the latest.

Mr. Meischke proposed that the facilities be made available for the Community Service free of charge (as in the past). Mr. Knight seconded the motion and all present were in favour.

A letter to be sent to Rodney Ranzetta accordingly.

Action: J. Allsop

The Cricket Club and Sports and Social Club to be notified accordingly.

Action: J. Allsop

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 9th March 2005**

The following amendment was made to the minutes of the Parish Council meeting held on 9th March 2005.

Page 11, Accounts, Parish Council, Cheques Required – J. Allsop.

'February salary' should read 'March salary'

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

b) Review of actions

- **Write to Inspector Rawle re speeding in Watton-at-Stone**

This action point has been completed.

- **Obtain number to key to external cupboard**

This action point has been completed.

- **Purchase two litterbins from Glasdon UK Limited**

This action point has been completed.

Mr. Poulton said he had asked East Herts Council to fit the bins. One will be sited on footpath 17 near the dog-waste bin and the other on the footpath-sign on Mill Lane (the High Street end).

- **Repair of the broken cross-rail welds on MPPA fencing**

This action point is still outstanding because the ground remains too soft for heavy machinery.

Action: J. Meischke

- **Inform Stuart Pittman (Hertfordshire Association 4 Young People) of meeting date**

This item to be discussed under 7 e, Specific items - Report on meeting with Stuart Pittman, Hertfordshire Association 4 Young People held on 6th April 2005 (on page 4 of these minutes).

- **Write to East Herts Council planning department re Street Lamp 36, Ware Road**

This action point has been completed.

- **Arrange for steel posts to be made for replacement notice board in the High Street**
This item to be discussed under 7 a, Specific items - Installation of new Notice Board at the junction of High Street/Great Innings (on page 3 of these minutes).
 - **Complete and return Alliance and Leicester banking application forms**
This item to be discussed under 8 a, Budget and Finance Sub-Committee - Bank accounts (on page 5 of these minutes).
 - **Accept Derek Monk's quotation for work in the High Street**
This action point has been completed.
 - **Instruct Turner's to repair broken fan in Community Hall heating system**
This item to be discussed under 8 a, Recreation and Amenities Sub-Committee - Heating system (on page 6 of these minutes).
 - **Contact Keith Burgess re external lights**
Keith Burgess has informed us that he does not replace broken light-bulbs.
Mr. Poulton said that he met with Malcolm Oakman (Mimram Electrical) and he had supplied us with four bulbs for the external lights at a total cost of £2.50. Mr. Poulton said that he has now replaced the 2 broken bulbs and has put the 2 spares in the internal storeroom.
 - **Write letter of thanks to Mr. and Mrs. Hart for donation of seat**
This action point has been completed.
 - **Give Mr. Knight contact details of cherry-picker owner**
This action point has been completed.
Refer to item 8 a, Recreation and Amenities Sub-Committee - MPPA – general (on page 7 of these minutes).
 - **Accept Adam Welch's verbal quotation for work to the Oak tree & request a written quotation**
This action point has been completed.
 - **Write to David D'Arcy re his quotation for work to the Oak tree**
This action point has been completed.
 - **Complete and return CMS grant forms re Lammas Management Project**
Refer to item 8 a, Environment Sub-Committee – Lammas Land Management - CMS forms (on page 7 of these minutes).
 - **Accept Mr. Welch's quotation for work on the Lammas**
This action point has been completed.
Refer to item 8 a, Environment Sub-Committee - Lammas Land Management
 - **Speak to Ben Cannon about weed-wipe on the Lammas**
This item to be discussed under 8 a, Environment Sub-Committee - Ben Cannon - weed wipe update (on page 7 of these minutes).
 - **Issue bus permits to the elderly and disabled on Saturday 19th March at Glebe Court**
Mr. Poulton thanked Mr. Knight and the Clerk for issuing bus permits on Sunday 19th March.
Because of the poor attendance, Mr. Knight and the Clerk issued bus permits again on 23rd March.
 - **Write to Mr. F. Warren**
This action point has been completed.
 - **Write to Mr Dawes re motorcyclist**
This action point has been completed.
 - **Invite Ian Bishop to meet with Parish Councillors on 1st April at 1400 in the Community Hall**
This action point has been completed.
Refer to item 7 d, Specific items Report on meeting with Ian Bishop Hertfordshire Highways held on 1st April 2005 (on page 4 of these minutes).
 - **Write article for Parish News**
This action point has been completed.
- c) Action points outstanding for more than two months**
- **Purchase key for external cupboard at Community Hall**
This action point is outstanding. **Action: J. Allsop**
 - **Discuss budget headings**
Mr. Filer and the Clerk discussed and made changes to the budget headings. A copy of the revised headings has been given to all members of the Budget and Finance Sub-Committee.
It was agreed that all Parish Councillors be given a copy of the revised budget headings for discussion during the Parish Council meeting to be held on 11th May 2005. **Action: J. Allsop**
Agenda: 05/05
 - **Obtain quotations for the repair of the low brick-wall adjacent to the Community Hall**
This item to be deferred to the Parish Council meeting on 10th May 2005. **Agenda/ 05/05**

6 Planning

Mr. Meischke reported on the following planning applications.

a) Applications

i) Broom Hall Farm

Change of used agricultural to Class B8 storage and distribution Unit 3,4,7,8,11,13,14,15,16,17,19

Mr. Meischke said that he contacted four Parish Councillors to discuss the application and they agreed that it did not directly affect the village and therefore we should respond with no comment.

Mr. Meischke instructed the Clerk to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors looked at the plans and agreed with the decision.

ii) Watton-at-Stone Playgroup, School Lane

Renewal of outline permission for residential development

Because his garden backs onto the site involved, Mr. Poulton did not wish to take part in the Parish Council's discussions and therefore left the meeting temporarily. Mr. Meischke took the chair.

Mr. Meischke said that this application was identical to the one granted five years ago. Parish Councillors discussed the application for residential development on the Watton-at-Stone Playgroup site.

It was agreed that the Parish Council write as previously.

'The Watton-at-Stone Parish Council feels that it cannot object to this outline application because there is already a building on this site with residential properties on either side.

However, the Parish Council is very concerned about traffic movements in the area, particularly on this narrow stretch of School Lane. Also, the Parish Council wants an assurance that any development would have no impact on the existing rights of way.'

The Clerk to act accordingly.

Action: J. Allsop

Mr. Poulton returned to the meeting and took the chair again.

b) Decisions

i) 51b High Street

Extension to dwelling and a new pitched roof to garage -East Herts Council – Permission granted

ii) 37 Rivershill

Ground and first floor extensions -East Herts Council – Permission granted

iii) Heath Mount School, Woodhall Park

Retention of existing tennis courts in relation to approve reference 3/04/0786/FP

(construction of new astro turf area) -East Herts Council – Permission granted

iv) Land off School Lane

Renewal of 3/991296/FP - erection of 2 detached dwelling houses & 1 bungalow & associated access, parking & landscaping -East Herts Council – Permission granted

v) 34 Rivershill

Single storey rear extension -East Herts Council – Permission granted

vi) 31 Station Road

Garage and first floor extensions - amended scheme -East Herts Council – Permission granted

7 Specific items

a) Installation of new Notice Board at the junction of High Street/Great Innings

Mr. Meischke said that he had had the steel posts made and hoped to get the notice board erected within the next few days.

Action: J. Meischke

b) Report on launch of Hertfordshire's Policing Plan 2005/06 and Strategic plan 2005/08

Mr. Poulton read out Mr. Filer's report as follows.

'I attended the launch of the Hertfordshire Policing plan 2005/08 on Monday 21st March 2005.

Introductions were made by Ian Laidlaw-Dickson, Chairman, Hertfordshire Police Authority but the main presentation was made by the new Chief Constable, Frank Whitely, followed by short presentations from Steven Halls (Chief Executive of Three Rivers District Council), Pam Handley (Chair of Watford and Three Rivers Primary Care Trust) and Caroline Tapster (Chief Executive Hertfordshire County Council).

Notes of all presentations have been placed on circulation to members of the Parish Council.

I said that some time ago we were dissatisfied with the support from the police in the villages but that now the situation had changed and that contact with the police on village matters was very much better.

I welcomed the appointment of PCSO's to the villages, but pointed out that when I raised the subject 18 months ago I was told that villages should get together to pay for a PCSO. I pointed out that our precept for Watton-at-Stone was just under £24,000 per annum and this equated to the annual cost of a PCSO and thus was a non-starter. I then asked for a re-assurance that we would continue to have PCSO's for the villages.

The Chief Constable responded that the County Council were currently funding some PCSO's and that this would continue until 2008. This statement was confirmed by Caroline Tapster.'

Mr. Poulton said that East Herts Council have also put in a lot of funding towards PCSO for the rural areas.

c) Report back from Police

Mr. Poulton handed out copies of the results of the Hertfordshire Police's Traffic Management speed-survey done in the High Street, south of Rivershill.

The survey showed the following.

Northbound – total number of drivers = 12807, of which 139 were over the speed limit (1%)

Southbound – total number of drivers = 12651, of which 232 were over the speed limit (2%)

Although these results do not warrant the use of a speed gun in the village, Inspector Rawle has indicated that they will use one anyway.

Two youths have been apprehended for the arson attacks over the weekend of the 27th and 28th November 2004. They are due to appear at the Hertford Youth Court sometime this month.

d) Report on meeting with Ian Bishop Hertfordshire Highways held on 1st April 2005

All Parish Councillors were given a copy of the notes on the meeting between Mr. Poulton, Mr. Meischke and Mr. Bishop (Hertfordshire Highways) held in the Community Hall on Friday 1st April 2005 (at 1400). Parish Councillors to attach the notes to these minutes. **See attached**

It was agreed that we write to Mr. Bishop asking for a timetable for the work that Hertfordshire Highways has agreed to do. **Action: J. Allsop**

The Clerk has written to the Hertford Fire Brigade to ask them if there were an emergency at 5 Rectory Lane would they be able to access the property. This item to be placed on the agenda until we have received a reply. **Agenda: 05/05**

Mr. Clark asked what Ian Bishop's position was within Hertfordshire Highways. Mr. Poulton said that he is second-in-command to Val Weaver.

e) Report on meeting with Stuart Pittman, Hertfordshire Association 4 Young People held on 6th April 2005

Mr. Poulton said that he, Mr. Meischke and the Clerk met with Stuart Pittman on 6th April. It was a very positive meeting and Mr. Pittman has agreed to produce a full feasibility-report for discussion during the Parish Council meeting to be held on 11th May. This will include costings and how to obtain funding.

Mr. Pittman has also agreed to arrange for one of his officers to meet the Parish Council at its meeting to be held on 8th June 2005.

Mr. Poulton said that the success of the project relies on us obtaining a paid youth worker.

f) Lammas Road street lighting

Mr. Poulton read out the following letter from Mrs. Margaret Wynes of 6 Lammas Road

'Subject: Light in Lammas Road

I am writing on behalf of the neighbours in Lammas Road. My neighbour at no. 34 had her house broken into on Tuesday 5th April and myself an attempted breakin on the 7th April. I feel we need some more street lights in Lammas Road, as there are only 2 in the road. The residents I have spoken to agree, this might deter the criminals a bit more. I have enclosed a list of names of the residents who agree.'

Mr. Poulton said that he and Mr. Meischke drove down Lammas Road and confirmed there are three lights in the street, one being at its junction with the Walkern Road. The lights are positioned about six houses apart.

Mr. Poulton said that he had spoken to PC Andy Woodward and PCSO Paul Weston and they both indicated that additional street lighting in Lammas Road would not deter a burglar. Mr. Poulton said that he had also spoken to Val Weaver who informed him that the cost of installing a street light would be approximately £1000, with an additional £300 annual maintenance and £10 energy costs. These costs would be the responsibility of the Parish Council.

It was noted that the High Street is the responsibility of the Highways Department and is well lit because it was the main A602 road before the by-pass was built.

After lengthy discussion on the subject, it was agreed to e-mail Val Weaver (Hertfordshire Highways) to ask her what the statutory requirements regarding street lighting are (e.g. spacing between street lights in residential areas such as Lammas Road). **Action: J. Allsop**

8 Reports

a) Sub-Committees

Budget & Finance

In the absence of Mr. Filer, Mr. Poulton reported on the following items concerning the Budget & Finance Sub-Committee.

- **Bank accounts**

The opening of new Alliance and Leicester accounts for both the Parish Council and Community Hall is progressing slowly. Alliance and Leicester have asked for information relating to the Community Hall trust. This has now been sent to them.

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

Prior to the meeting, all Parish Councillors were given a copy of the statement of accounts for the year ending the 31st March 2005.

Mr. Poulton went through various items concerning the statements. He said that Mr. Filer had included a provision, under expenditure, of £5,000 for 2005/06 in the Parish Council accounts. This amount represents the 'Awards for All' grant received in 2004/05 for work on the Lammas that will be done in the financial year 2005/06.

The Community Hall accounts show that the income received was approximately £3000 more than budget and the expenditure was under budget by approximately £1000.

It was agreed that the Budget and Finance Sub-Committee look at provisions for replacing the Sports flooring in the Main Hall and resurfacing the MPPA.

It was agreed that a meeting be held so that all Parish Councillors can identify and agree the financial commitments with regard to the future maintenance of our assets. **Action: N. Poulton**

- **Summary 12-monthly statement of accounts for the Parish Council and Community Hall for the year ended 2004/05**

Parish Councillors were issued with the summary 12-monthly statement of accounts for the Parish Council and Community Hall for the year ended 2004/05. Some changes to the statements were agreed.

The following summary statement of accounts to be presented at the Annual Parish meeting on 11th May. **Action: J. Allsop**

Watton-at-Stone Parish Council	
Summary statement of expenditure and income for the year 2004/05	
Expenditure	
Sportsfield/Recreation Areas	5765.19
Administration	10962.41
Grant to Community Hall	5490.00
Footpaths/Amenities	6726.08
Provision for 2005/06	<u>5000.00</u>
	<u>33943.68</u>
Income	
Hire of sports facilities	1000.00
Allotment rent	322.00
Agency grants	8733.66
General income	29.50
Bank interest	68.81
VAT refund	989.69
Precept	<u>22745.00</u>
	<u>33888.66</u>
Reconciliation	
Total Income	<u>33888.66</u>
Total Expenditure	<u>-33943.68</u>
Income minus Expenditure (change in reserves)	<u>-55.02</u>

Watton-at-Stone Community Hall	
Summary statement of expenditure and income for the year 2004/05	
Expenditure	
General	£11192.65
VAT refund	54.10
	<u>£11246.75</u>
Income	
Hire of sports facilities	7448.30
Floodlighting	1790.00
Grant from Parish Council	£5,490.00
Bank interest	36.21
Miscellaneous	<u>£412.35</u>
	<u>£15,176.86</u>
Reconciliation	
Total Income	£15,176.86
Total Expenditure	=
	<u>£11246.75</u>
Income minus Expenditure (change in reserves)	<u>£3,930.11</u>

• **Internal and external audit of Parish Council and Community Hall accounts**

Mrs. McCash left the meeting while this item was discussed.

After discussion, the following re-appointments were made.

- Mr. Jim Morrissey to carry-out the internal audit of the Parish Council accounts
- McCash and Hay to carry-out the audit for the Community Hall accounts.

The Clerk to act accordingly.

Action: J. Allsop

Mrs. McCash returned to the meeting.

• **CPRE – Membership renewal**

Mr. Poulton proposed that the Parish Council renew its CPRE membership. The annual subscription for 2005/06 remains at £25. Mrs. McCash seconded the motion and all present were in favour.

The Clerk to act accordingly.

Action: J. Allsop

• **Insurance premiums for the Parish Council and Community Hall**

We have now received the annual renewals for both the Parish Council and Community Hall policies from Allianz Cornhill.

The Parish Council insurance, which is due on 1st June 2005, is £1224.88 (£24.88 over budget).

The Community Hall insurance which was due on 1st April 2005 is £2094.23 (£55.77 under budget).

Mr. Stock proposed that we renew both policies. Mrs. McCash seconded the motion and all present were in favour.

Action: J. Allsop

Community Hall Trustees

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

• **Minutes and report on meeting held on 5th April 2005**

The following amendment was made to the minutes of the Community Hall Trustees held on 5th April 2005.

‘Page 1, Item 2 – Minutes of the meeting held on 6th January 2005, second line.

‘and Mr. Poulton were in favour.’ should read ‘and Mr. Poulton was in favour.’

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

• **Sports and Social Club Hire Agreement**

The Clerk apologised that she had not given Mr. Knight two copies of the hire agreement prior to the Sports and Social meeting on 6th April. She agreed to arrange for Mr. Poulton to sign both agreements and pass them to Mr. Knight for the Sports and Social Club chairman to sign. **Action: J. Allsop**

• **Gas and electric supply**

Mr. Meischke said that the Clerk had given him the latest gas and electricity bills and he will search on the internet for the best service providers who can supply a capped-rate for two years or more.

Action: J. Meischke

• **Heating system**

Mr. Meischke said that he had been trying to meet with Turner’s (who installed the heating system) regarding the repair of one of the fans that is not working properly. He had arranged a meeting with them today, but they were unable to come.

Mr. Meischke to chase Turner's.

Action: J. Meischke

Recreation & Amenities

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

- **MPPA – general**

Mr. Knight said that IRS Leisure is due to do the pressure-wash and Moss Kill on the MPPA on the 25th and/or 26th April.

Because the ground is too soft, there was a failed attempt to bring a cherry-picker onto the sportsfield so that the floodlighting bulbs could be replaced. The owner of the cherry-picker will try again soon with a lighter vehicle.

- **Additional tennis court**

Mr. Knight said that on 25th and/or 26th April, the Lawn Tennis Association (LTA) consultant is going to provide two design specifications. One for the new court and the other for its lighting. Because the Tennis Club is an affiliate member of the LTA, this service is being provided free of charge.

- **Goal Posts**

Mr. Poulton and Mr. Meischke concreted-in the sockets for the goal posts in February and the goal post was installed during March.

Mr. Knight said that the goal post is now missing.

Mr. Poulton asked Parish Councillors to contact him if they discover the whereabouts of the goal post.

Mrs. McCash said that whilst doing the sportsfield report she noticed there were two goal posts on the Great Innings Play area when there should only be one. Mr. Poulton said that the goal post is quite heavy and would be difficult to move very far.

- **Estimate re work to two Oak trees on the Lammas**

Mr. Knight and the Clerk confirmed that the work had been done.

- **Playing Field maintenance**

This item was discussed during the meeting of the Community Hall Trustees held on 5th April 2005 and the following minute was taken.

‘Mr. Knight said that the sportsfield is in very good shape for the time of year, but he believed there should be an on-going maintenance programme.

This year the Sports and Social Club plan to apply seed and fertilizer to the sportsfield. The work should be done in early April, which is the window between the football ending and cricket starting.

The overall cost of the work is approximately £600 and he suggested that the Parish Council could contribute 50% of this cost.

Recommendation: The Parish Council pays 50% providing this amount does not exceed £400.

Parish Councillors agreed the recommendation.

Environment

Mrs. Dinnin reported on the following items concerning the Environment Sub-Committee.

- **Lammas Land Management**

- **CMS forms**

The Agreement Pursuant to the Countryside Management Grant Aid Scheme' form has been completed and returned to them.

- **Ben Cannon - weed wipe update**

Mrs. Dinnin said that Ben Cannon had spoken to the Clerk and informed her that he would be doing the work in the next two weeks. He will contact us 48 hours before the work is to be done.

- **Adam Welch – clearing-work update**

Adam Welch has cleared along the ditch and will next clear the area of brambles, which he hopes to complete within the next two weeks.

Mr. Pressland has ferreted 257 rabbits on the Lammas. However, Mrs. Dinnin did not know over what period this was done.

Mrs. Dinnin said that a Willow branch is hanging very low over the riverside footpath from the Lammas to Walkern Road. The footpath belongs to the Abel Smith estate. Mrs. Dinnin has been trying to get in contact with the Environment Agency to ask them to either remove the branch or contact the landowner, Mr. Abel Smith.

Action: C. Dinnin

Mr. Stock said that he had today received a telephone call from Gill Westoby (51a High Street) complaining about youngsters digging on the Lammas. Mr. Stock discussed the situation with her and suggested she contacted Mrs. Dinnin (which she did not do).

Mrs. Dinnin, Mrs. McCash and Mr. Stock agreed to inspect the area and report back.

Action: H. McCash/C. Dinnin/D. Stock

b) Sportsfield

i) Report

Mrs. McCash did the sportsfield report on the 9th and 10th April 2005, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Muddy/ worn being played on around goal.
Litter	None.
Dog fouling	Good.
Netball posts	OK, both in place.
General	Good.
- **Children’s Play Area:**

Condition of surface	Good.
Litter/Litterbin	Good.
Large swings	Good.
Small swings	Good.
See-Saw	Good.
Rainbow multi-play and slide	Good/muddy.
Two spring sit-on	Good.
Teen shelter	Good.
General	Good.
- **Bike ramps area:**

Junior Jump	}
Double Ramp	} Good not used again.
Fun Box	}
- **Community Hall:**

General Condition (Exterior)	Good, some mud on pathway, wall still needs repair.
Litterbin	Good.
Car Park	Good – in use, some dog-fouling.
General	Good.
- **Multi-Purpose Play Area:**

Surface	Good.
Boundary Fencing	Good.
Tennis nets	Good/some holes.
Litter	None (some broken glass reported on Monday).
General	Good.
- **Great Innings Play Area:**

Equipment	OK, in use.
Surfaces	OK.
Litter	A little, not bad.
Dog fouling	None on play area, little on play field.
Comments	Graffiti on play area sign/info bad.
- **Allotments Area:**

Access	Good.
Condition of paths between Allotments	Good.
Condition of Allotments under cultivation	Good.
Condition of Allotments not under cultivation	Good.
Litter	None.
Comments	Barbwire on top of first gate onto Church Walk.
- **Culverts on Mill Lane**

Litter and rubbish in and around Culverts	Some litter.
Dog-fouling	Some.
Comments	Overall good.
- **Salt bins**

Perrywood Lane	OK full.
Entrance to Great Innings	OK full.
Great Innings South – outside number 93	OK full.
Station Road	OK full.
Moorymead Close (2)	OK full.
Hazeldell	OK full.
Footpath 17	OK full.

- **Dog-waste bins**

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

- **War Memorial**

General Comments Nice and clean and tidy.

- **Ornate Village Sign**

General Comments OK.

- **Graffiti on Great Innings play area sign**

Mrs. McCash said that the graffiti on the Great Innings play area sign included foul language. She said that she had tried to clean the sign but had been unsuccessful.

Mr. Poulton or Mr. Meischke to inspect the sign. **Action: N. Poulton/J. Meischke**

- **Barbed-wire on disused gate**

Mrs. McCash said that there is barbed-wire on the top of the disused gate from the Allotments onto Church Walk.

It was agreed that barbed-wire near a public footpath is illegal and must be removed.

It was agreed to write to John Love asking him to act accordingly. **Action: J. Allsop**

- **Church Walk footpath**

Mr. Knight said that the dilapidated iron-railing fence adjacent to the Church Walk footpath had still not been repaired.

ii) **Weekly report and action**

Mr. Poulton said there was nothing to report from Ted Brown's weekly inspections; apart from the damage to the brick wall, which we are aware of.

9 Correspondence received

a) **EHC – Street number and naming – The Cottage, Woodhall Park**

EHC has written (letter dated 31st March) to inform us that 'The Cottage', Woodhall Park is to be known as 'Home Farm Cottage', Woodhall Park.

It was agreed to write to EHC informing them that the Parish Council has no objections. **Action: J. Allsop**

10 Reports from other Organisations

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

Mr. Stock said that the following re-elections were made during the Watton-at-Stone Conservation Society's AGM held on 30th March.

Peter Knight - Chairman

Peter Aknai – Treasurer

Mr. Knight is also acting Secretary for the society. One new person turned up at the AGM.

Jane Maskell continues to pursue matters related to WAGN and its service to Watton-at-Stone.

- **River Beane Restoration Association**

Mr. Knight said that the River Beane Restoration Association AGM is to be held on 20th April 2005 at 1930 in the Community Hall.

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

Mr. Smith said that there had been a complaint from the Ladies football team about the condition which the Saturday footballers leave the changing rooms in. The facilities are left covered in mud with rubbish strewn all over the place.

Mr. Meischke said that he had spoken to Mick Roberts (Football Club) about the problem and he has agreed to try and rectify the situation.

Mr. Meischke suggested that we purchase litterbins for the changing rooms. This was agreed.

The Clerk to act accordingly. **Action: J. Allsop**

- **Watton-at-Stone Primary School**

Mr. Smith said that he had today been given a copy of the HCC school travel plan and will obtain a copy for the Parish Council to put on circulation. **Action: M. Smith**

- **Watton-at-Stone Allotment and Garden Association**
Mr. Poulton said that the Allotment and Garden Association will be holding its AGM on 4th of May at 1900 hours in the Community Hall.

11 Items for Parish News

The following item to be sent to the Editor of the Parish News for inclusion in the next issue.

- Meeting with Ian Bishop
- Annual Parish meeting

Mr. Smith to write the article accordingly.

Action: M. Smith

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques required

Ted Brown	32 hours work	208.00
Diocesan Board	Rent for MPPA land	90.00
Glasdon UK	2 litterbins	98.55
D. R. Monk	War Memorial garden maintenance	31.25
D. R. Monk	High Street flowerbed maintenance	80.00
HCC	Lighting maintenance charges 01.01.05 – 31.03.05	202.63
HCC	Lighting energy charges 01.01.05 – 31.03.05	118.67
Frank Cooper	1 cut of sportsfield grass	41.12
HCC	Toner for printer	41.78
Inland Revenue	Tax and NI	159.03
Boardman's Photocopy	Photocopying charges to 31.03.05	<u>3.36</u>
		<u>1074.39</u>

Cheques received

EHC	Leaf collection	300.00
Brian Bell	Allotment rent 2004/05	5.00
HCC	CMS grant for the Lammas	<u>1000.00</u>
		<u>1305.00</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Floodlighting	380.00
Mr. Keen – Main Hall hire	100.00
Barry Moor – Main Hall hire	30.00
Marisa Sharkey – Main Hall + Pavilion	40.00
Jo Gillet – Pavilion hire	<u>21.00</u>
	<u>571.00</u>

Payments

J. Phillips	35.00
VAT return 01/05	46.36
Gary Smith – Window cleaning	<u>56.00</u>
	<u>137.36</u>

Cheques required

Sports and Social Club	Welding of goal post	30.00
Rosemary Brown	28 hours cleaning	<u>154.00</u>
		<u>184.00</u>

Cheques received

Mrs. East	Main Hall and Pavilion hire	39.00
Mrs. Griffin	Pavilion hire	21.00
Mrs. Gilbey	Main Hall	<u>80.00</u>
		<u>140.00</u>

Mrs. McCash proposed that the Parish Council approve the above payments, Mr. Meischke seconded the motion, and all present were in favour.

- **The meeting closed at 2039.**
- **The date for the next Parish Council meeting is Wednesday 11th May 2005.**