

Minutes of the meeting of the Wotton-at-Stone Parish Council held in the Community Hall on Wednesday 9th February 2005

Present: Mr. J. Meischke (Vice-Chairman) Mr. C. Clark
 Mr. V. Dunhill (after 1920) Mr. D. Filer
 Mr. I. Knight Mr. M. Smith
 Mr. D. Stock
 Members of public: Mr. E. Riddle

1 Apologies for absence

Apologies for absence were received from Mr. Poulton, Mrs. Dinnin and Mrs. McCash.

2 Public Participation

None.

3 Declaration of Interests

Mr. Dunhill declared a personal interest in item 6 a iv, Planning applications - 37 Rivershill, Ground and first floor extensions. Mr. Dunhill's daughter is married to the son of the residents of 39 Rivershill.

4 Chairman's/Clerk's Report

None.

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 12th January 2005**

The following amendment was made to the minutes of the Parish Council meeting held on 12th January 2005.

Page 6, Sportsfield – Report, first line.

‘Mr. Smith did the sportsfield report on the 5th December 2004, the result of which is as follows.’ should read

‘Mr. Smith did the sportsfield report on the 10th January 2005, the result of which is as follows.’

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

b) Review of actions

- **Write to the Chief Constable at Welwyn Garden City**

This action has been completed.

Mr. Meischke read out the following letter from Ms. Ratliff, Office Manager, Professional Standards Department at Hertfordshire Constabulary.

‘I acknowledge receipt of your letter received on 17th January 2005.

The contents of your letter have been noted and I have recorded this as a Direction and Control matter. I have asked Chief Superintendent Kitching, based at Stevenage, to appoint an officer to look into the issues you have raised and reply to you direct.’

Mr. Dunhill arrived at the meeting.

- **Chase Watton School for information on what the Money Spinner profits are spent on**

Mr. Clark contacted the school and received the following e-mail from Lisa Mannall (Headteacher).

‘Nicki says that due to the fact it only just takes in enough to pay the prizes there has been no money to spend for quite some time. She is happy to answer any questions but no money has been spent for nearly 2 years.’

Mr. Clark said there had been a reduction in the number of people who participate in the Money Spinner and consequently the prizes awarded only cover the cost of entry.

- **Write to East Herts Council planning department re Telecom Tower**

This action point has been completed.

- **Write to East Herts Council planning department re 6 Beane Road**

This action point has been completed.

- **Purchase an A4 x 6 vandal-proof notice board from Arro-Signs**

This item to be discussed under 7 a, Specific Items - Purchase of new Notice Board to replace damaged one at the junction of High Street/Great Innings (on page 4 of these minutes).

- **Give Clerk up-dates for Village Directory**

This action point has been completed.

- **Copy the Village Directory for distribution with the February issue of the Parish News**
 The Clerk used the Watton-at-Stone Parochial Church Council's photocopy machine to copy the Village Directory. The cost for the photocopying (including paper) is £27.12 plus £10 for delivering the directory throughout the village. This is less than it would have cost us to use the Parish Council machine.
 The Village Directory has now been distributed throughout the village via the February edition of the Parish News.
- **Write to Hertfordshire Associations 4 Young People re Youth Club for Watton**
 This item to be discussed under 9 g, Correspondence received - Hertfordshire Association 4 Young People (on page 9 of these minutes).
- **E-mail all Parish Councillors the meeting dates for the Civic Year 2005/2006**
 This action point has been completed.
- **Return completed Precept forms for year 2005/2006 to East Herts Council**
 This action point has been completed.
- **Install goal post**
 Mr. Meischke said that he and Mr. Poulton had concreted-in the sockets for the goal posts. Because the concrete had not yet set, the goal posts still had to be installed. **Action: J. Meischke/N. Poulton**
- **Chase Coded UK for invoice re welding of goal post**
 Mr. Meischke said that he had spoken to Coded UK, but they still had not invoiced us.
- **Oversee Harknett Street Lighting fitting and adjusting the floodlights**
 This item to be discussed under 8 a, Recreation and Amenities Sub-Committee – MPPA – general (on page 5 of these minutes).
- **Purchase two floodlighting bulbs from The Lamp Company**
 This action point has been completed.
- **Submit planning application to East Herts Council for additional Tennis Court**
 This item to be discussed under 8 a, Budget and Finance Sub-Committee - Additional tennis court (on page 5 of these minutes).
- **Inspect seat behind Children's Play Area and monitor the situation or take appropriate action**
 Mr. Meischke said that he and Mr. Poulton inspected the seat and felt that it was not practical to repair and we should wait until RoSPA ask us to remove it. RoSPA's annual inspection shows this seat as a 'Low Risk' because of its close proximity to the swings.
 Parish Councillors discussed the issue and agreed that the seat should, in the future, be removed and a replacement seat sited so that it would not interfere with the swings. However, even though it will be difficult to repair the existing seat because it is made of concrete, it was agreed to try and make a short-term repair provided that the cost does not exceed £30. **Action: J. Meischke/ N. Poulton**
- **Obtain quotations for the repair of the low brick-wall adjacent to the Community Hall**
 Mr. Meischke said that this action point is outstanding and that one of the contractors he approached for a quotation was not interested in the job. **Action: J. Meischke**
- **Padlock the Lammas gate**
 The Clerk said that she had padlocked the gate.
- **Speak to Mike Freeman re public liability insurance on the allotments**
 This item to be discussed under 7 b, Specific Items - Public liability insurance cover on the allotments (on page 4 of these minutes).
- **Renew Society of Local Council Clerks annual membership**
 This action point has been completed.
- **Write to the Passenger Transport Unit re changes to the 388 bus route**
 This action point has been completed.
- **Send £25 donation towards installation of dog-fouling signs to the Allotment and Garden Association**
 This action point has been completed.
- **Write to the Allotment and Garden Association re the removal of some trees that are obscuring light**
 This action point has been completed.
- **Have keys to the external shed and the main door to the Community Hall cut**
 This action point has been completed.
 The Clerk said that she found an additional key to the external shed in the internal store-cupboard and had passed it to Mr. Knight for the Women's football team.
 It was agreed that the Clerk should purchase a replacement key. **Action: J. Allsop**
- **Write article for Parish News**
 This action point has been completed.

c) Action points outstanding for more than two months

- **Review the budget headings for discussion by the Budget and Finance Sub-Committee**

This action point is outstanding.

The Clerk to arrange to meet with Mr. Filer.

Action: J. Allsop

6 Planning

Mr. Stock reported on the following planning applications.

a) Applications

i) Land off School Lane

Erection of 2 detached dwelling houses and 1 bungalow and associated access, parking and landscaping

Mr. Stock said that these plans are identical to those submitted five years ago. He reminded Parish Councillors that planning permission had also been granted for a similar development on this site, i.e. in which the bungalow is replaced by a one and half storey dwelling. If permission is granted again for the 2 detached houses and 1 bungalow, Mr. Abel Smith will have the choice of building the 2 detached houses plus either the one bungalow or the one and a half storey dwelling.

Parish Councillors agreed to write to East Herts Council informing them that the Parish Council has no comment on this application.

Action: J. Allsop

ii) 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)

Mr. Stock pointed out that this could not be seen from the outside of the site. After looking at the plans, Parish Councillors agreed to write to East Herts Council informing them that the Parish Council has no comment on this application.

Action: J. Allsop

iii) 51b High Street

Extension to dwelling and new pitched roof to garage

Mr. Stock said that he was unable to make contact with the owner of 51c High Street (the adjoining property).

However, he did visit Mrs. Westoby at 51a High Street. She asked that the Parish Council pass on her concerns about any possible loss of light to the bathroom window on the end wall of their property, and the pitch of the garage roof. Apart from her concern about light, she had no major objection to the application.

It was agreed to write to East Herts Council informing them that although the Parish Council has no comment on this application, it would like to draw attention to the concerns raised by Mrs. Westoby.

Action: D. Stock/J. Allsop

iv) 37 Rivershill

Ground and first floor extensions

Mr. Dunhill said that he visited the residents of the adjacent properties. One of the residents of 39 Rivershill expressed concern about being overlooked by the development, although no objections will be made to East Herts Council.

Parish Councillors studied the plans and agreed to write to East Herts Council informing them that the Parish Council has no comment on this application. Mr. Dunhill took no part in the debate.

Action: J. Allsop

v) Blue Hill Farm, High Elms Lane

Variation to planning permission 3/02/2405/FP, to replace the office space with a residential unit

Mr. Knight said that he showed the plans to Mr. and Mrs. Denison (Blue Hill Manor) and gave the plans to Ian Vosper so that the residents of Blue Hill Farm Cottages could inspect them.

Mr. Knight said that the general opinion was that a residential unit was much better than having office accommodation. However, Mr. and Mrs. Denison expressed concern that they would be overlooked. All the residents in the area agreed to write again to East Herts Council expressing their concerns about the whole development.

Parish Councillors studied the plans and agreed to write to East Herts Council informing them that the Parish Council has no comment on this application.

Action: J. Allsop

b) Decisions

None.

7 Specific items

a) Purchase of new Notice Board to replace damaged one at the junction of High Street/Great Innings

Mr. Meischke said that a new notice board had been ordered from Arro-Signs. However, they are no longer able to supply a cork backing and a black-felt one is being used instead.

b) Public liability insurance cover on the allotments

Mr. Meischke said that he wrote to Mrs. Harris (Schemes Team, Cornhill Insurance PLC) on 31st January as follows.

‘Thank you for your letter of 13th December 2004 in answer to our letter to Mrs. Twining on 17th November 2004.

I am sorry to have to write again, but in the letter you returned you do not confirm, as requested, that you are aware of the CGU insurance policy and that this arrangement will not cause any problems. Also please note that this insurance policy covers all allotment holders, not just those in the association.

I have enclosed copies of all relevant correspondence for your assistance, should you require any further information I can be contacted direct on 07970083256.

Thank you for your attention to this matter.’

This item to remain on the agenda until a reply has been received from Cornhill Insurance PLC.

Agenda: 03.05

c) Response to East of England Regional Assembly on the proposed increase in houses in East Herts in light of the seminar held 18th January 2005

Mr. Filer said that Mr. Carver (Leader of East Herts Council) had been an excellent speaker at the seminar held on 18th January 2005 which announced the government-proposed housing figures for Hertfordshire.

Mr. Filer said that he had since spoken to Mike Carver about the housing figures for East Herts. The figure of 80,000 new dwellings presented on 18th January are for the whole of Hertfordshire. This is an increase of 17,000 on the original plans for the county. However, the proposals is that 20,000 of these houses be built in the East Hertfordshire area only. The original plan was to build between 9,000 – 11,000 new homes, which is a substantial increase with no thought to providing additional services such as roads, water, schools, hospitals etc.

Mr. Filer agreed to draft a response to the East of England Regional Assembly on the Parish Councillors objections to the increased level of housing for East Hertfordshire. Mr. Filer to copy this letter to Parish Councillors for their approval before the letter is sent.

Action: D. Filer

8 Reports

a) Sub-Committees

Budget & Finance

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

- **Obtain banking details from the Alliance and Leicester**

Mr. Filer said that he had visited the Alliance and Leicester Bank in Ware and explained that the Parish Council currently has four accounts with the Co-operative Bank, which are:

- Watton-at-Stone Parish Council current account
- Watton-at-Stone Parish Council 14-day account
- Watton-at-Stone Community Hall current account
- Watton-at-Stone Community Hall 14-day account.

The Alliance & Leicester could provide us with similar accounts. However, their 30-day notice of withdrawal deposit accounts requires a minimum of £10,000 in the account. They do however have a Community Instant Reserve account which has no minimum balance required.

Mr. Filer said that he also discussed internet banking with the Alliance and Leicester. This could be made available but would allow the user full access to transfer money and make payments without having to obtain the Parish Council’s approval. The Clerk said that she would not be happy to use such a system. Mr. Dunhill said that he banks with the Alliance and Leicester and before being able to transfer funds or make payments he has to use an additional authorisation code. This would enable the Clerk to have the authority to access the account but a Parish Councillor would have the authorisation code to transfer funds or make payments.

Mr. Dunhill agreed to clarify the situation with Mr. Filer.

Action: V. Dunhill

Mr. Filer said that the Alliance and Leicester accounts have a maximum of five signatories on them. Three account holders, plus two additional authorised signatories.

After discussion the Parish Council resolved that:

1. The following accounts with the Co-operative Bank be closed.
 - Watton-at-Stone Parish Council current account
 - Watton-at-Stone Parish Council 14-day account
 - Watton-at-Stone Community Hall current account
 - Watton-at-Stone Community Hall 14-day account
2. The following accounts with the Alliance and Leicester be opened.
 - Current account for the Watton-at-Stone Parish Council
 - Community Instant Reserve account for the Watton-at-Stone Parish Council
 - Current account for the Watton-at-Stone Community Hall
 - Community Instant Reserve account for the Watton-at-Stone Community Hall

Mr. Filer and the Clerk to act accordingly.

Action: D. Filer/J. Allsop

Community Hall Trustees

Mr. Meischke said that there was nothing to report on under Community Hall Trustees.

Recreation & Amenities

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

- **MPPA – general**
 - **Floodlighting**
Because the ground is too soft, Harknett Street Lighting had not yet fitted the two replacement bulbs or altered the angle of one of the floodlights.
 - **Mud on surface**
Mr. Knight said that a lot of mud is being taken onto the MPPA by users of the facility. Members of the Tennis Club had pressure-washed the worst area, which is the entrance of the facility. However, the boot scraper needs to be kept clean on a regular basis.
IRS has been instructed to do the moss kill on the slippery areas of the MPPA in March and will bill us in April (the new financial year).
- **Additional tennis court**
Mr. Knight said that, following a meeting with an Arboculturalist on 14th January, he has determined the exact position the tennis court can be sited so as not to affect the roots of the surrounding mature trees.
- **Goal Posts**
This item was discussed under 5 b, Review of actions - Install goal post (on page 2 of these minutes).
- **Gap in sportsfield hedge along Church Walk**
A lady footballer was recently injured on the MPPA. Because of the soft condition of the sportsfield, ambulance crew accessed the area through the gap in sportsfield hedge along Church Walk. However, because the gap is so narrow it was a potential hazard to take a stretcher patient through. Ted Brown was therefore instructed to increase the width of the opening to feet.

Environment

In the absence of Mrs. Dinnin, Mr. Stock reported on the following items concerning the Environment Sub-Committee.

- **Report on meeting with Sue Clarkson on 13th January 2005**
Mr. Stock read out Mrs. Dinnin's report as follows.
 - Meeting with Sue Clarkson (the Countryside Management Service) Mr. Poulton and Mrs. Dinnin on 13th January 2005
We discussed the work party on the 23rd February which will meet at 1000 on the Lammas.
The areas which are to be concentrated on are as follows.
 1. Strimming and tidying the area behind the seat in left-hand corner of the Lammas.
 2. Removing elder and chipping branches in the wooded-area that has become overgrown again since the last working party. These chipping are to be put along the field boundary with Abel Smith's field and along the footpath leading to Walkern Road.

We then went on to discuss the action plans for the Lammas and the following was decided.

1. Sue Clarkson having heard our revised plans for the Lammas would now update the action plan for 2005.
2. When we have heard from the Heritage Awards, assuming we are successful, we will then start work along the Lammas Bank.
3. Sue Clarkson would start to get the information boards made and when work was complete we intend to hold a public awareness launch.
4. Sue Clarkson will explore the possibility of a grant from the Woodland Grant Scheme for further work to be done in autumn 2005. The scheme has not yet been finalised.
5. Mrs. Dinnin to write to the Environment Agency to inform them of our intention to weed-wipe the Lammas in March/April 2005

Mrs. Dinnin has written to the Environment Agency but it is still waiting for a reply. The Clerk said that we had recently received the Derogation permission from DEFRA which allows us to do the weed-wipe on the Lammas.

- **Church Walk footpath**

Mr. Knight said the church hedge which was overhanging the footpath has now been cut back by approximately nine inches.

Rumball Sedgwick's surveyors are currently obtaining quotations from contractors to replace the dilapidated iron-railing fence along the Church Walk footpath.

b) Sportsfield

i) Report

Mr. Clark did the sportsfield report on the 5th February 2005, the result of which is as follows.

- **Sportsfield:**

Condition of grass	Good for time of year.
Litter	OK.
Dog fouling	Bin empty – no fouling.
Netball posts	Present – only one chained to lamppost.
General	OK.

- **Children's Play Area:**

Condition of surface	Good.
Litter/Litterbin	In use.
Large swings	OK.
Small swings	OK.
See-Saw	OK.
Rainbow multi-play and slide	OK.
Two spring sit-on	OK.
Teen shelter	OK.
General	Good.

- **Bike ramps area:**

Junior Jump	OK.
Double Ramp	OK.
Fun Box	OK.

- **Community Hall:**

General Condition (Exterior)	Good.
Litterbin	In use.
Car Park	Full.
General	OK.

- **Multi-Purpose Play Area:**

Surface	OK.
Boundary Fencing	One broken cross-rail welds on side by horse's field.
Tennis nets	OK.
Litter	OK.
General	Good.

- **Great Innings Play Area:**

Equipment	Good.
Surfaces	Good.
Litter	None.
Dog fouling	None.
Comments	Tidy, looks good and in use.

- **Allotments Area:**
 - Access OK.
 - Condition of paths between Allotments Good.
 - Condition of Allotments under cultivation Mostly tidy.
 - Condition of Allotments not under cultivation OK.
 - Litter None.
 - Comments Generally good.
 - **Culverts on Mill Lane**
 - Litter and rubbish in and around Culverts Some litter, rubbish bin emptied & liner badly damaged.
 - Dog-fouling -
 - Comments Bottles and cans around bench.
 - **Salt bins**
 - Perrywood Lane Full.
 - Entrance to Great Innings Full.
 - Great Innings South – outside number 93 Full.
 - Station Road Full.
 - Moorymead Close (2) Full/Full.
 - Hazeldell Full.
 - **Dog-waste bins**
 - Footpath 17 In use – lots of litter in area
 - Sportsfield Empty.
 - Church Walk Full.
 - Walkern Road Empty.
 - Station Road Full.
 - High Street (by Memorial) In use – lid missing.
 - Great Innings In use.
 - Mill Lane Empty.
 - **War Memorial**
 - General Comments Good.
 - **Ornate Village Sign**
 - General Comments Good.
 - **General Comments**
-
- **Broken litterbin on the Lammas**
 - Speak to Mr. Poulton about the broken litterbin on the Lammas. **Action: J. Meischke**
 - **Broken cross-rail welds on MPPA fencing**
 - Mr. Meischke to inspect and arrange for the repair of the broken cross-rail welds on MPPA fencing. **Action: J. Meischke**
 - **Litter on Footpath 17**
 - Mr. Meischke to speak to Mr. Poulton about the excess amount of litter at the Glebe Close end of footpath 17. **Action: J. Meischke**

ii) **Weekly report and action**

Mr. Meischke said there was nothing to report from Ted Brown’s weekly inspections.

9 Correspondence received

a) Val Weaver (Hertfordshire Highways) re A602 Watton-at-Stone Bypass – Possible Mass Action Site

Mr. Meischke read out the following letter (dated 10th January) from Val Weaver, Assistant District Manger, Hertfordshire Highways.

Following our meeting on the 8th September 2004 you raised concerns over the number of accidents occurring on the A602 at the junction with Mill Lane and I agreed at the time for this site to be considered as a Traffic and Environmental candidate. Since then the junction has now been identified for investigation as a casualty reduction candidate from the mass action list with the hazardous sites report, superseding the need for its progression as a T & E candidate. This process identifies small clusters where the contributory factors identified have bend, dark conditions, wet conditions or skidding.

The Mass Action site ranks as number 12 out of 674, with five recorded injury accidents in the period 1st April 2001 – 31st March 2004 comprising of one fatal, one serious and three slight with four of the accidents involved skidding as a contributory factor.

A future accident investigation report will consider each of the individual accidents recorded, and aims to establish a pattern or trend behind the occurring accidents. From here a clear project would be determined. The scheme is in the IWP at stage 1 at present and progress to stage 2, once the preliminary investigation has been completed.

This has provided a more viable funding opportunity to the local T & E assessment route. Additionally an LPT A602 route study initiative has been set up in December 2004 providing me the opportunity to input local concerns including this site.

I trust this goes some way to explaining the present situation and please contact me to raise any further issues of interest to you.'

Mr. Clark to contact Val Weaver to find out if the Whempstead Lane traffic issues are still being considered by Hertfordshire Highways. **Action: C. Clark**

b) Tewin Parish Council – invite to Inter-parish Conference on 21st February 2005

Tewin Parish Council has written to confirm that they will be hosting the 2005 Inter-Parish Conference on 21st February 2005 in the Tewin Memorial Hall.

Items for discussion are:

1. The liquor Licensing Act 2003
2. Planning Enforcement re Plotlands
3. RSS14 – Regional Spatial Strategy for West England.

Representatives from East Herts Council will be present.

Mr. Poulton, Mrs. Dinnin and Mr. Smith will be attending the conference and will give their report to the Parish Council during its meeting on 9th March 2005. **Action: N. Poulton/C. Dinnin/M. Smith**

Tewin Parish Council have been notified accordingly.

c) E-mail from CPRE re Hertfordshire Village of the Year Competition 2005

All Parish Councillors were sent CPRE's e-mail inviting Watton-at-Stone to enter the Hertfordshire Village of the Year Competition.

Due to the amount of work involved and our previous experience of this event, the Parish Council agreed not enter Watton-at-Stone into the 2005 competition.

d) East Herts Council – Summer Playschemes 2005

Mr. Meischke read out the following letter from Jo Rodwell (Play Officer, East Herts Council).

'Summer Playschemes 2005

It is that time of year again when I ask for your support in helping to deliver Summer Playschemes to the children of East Herts.

In previous years many donation of £100 - £200 have been made which have assisted us to deliver this popular service.

Alternatively, Watton-at-Stone Parish Council has contributed greatly in the past, to the delivery of playschemes to the local community throughout the month of August by offering East Herts Council the use of the Community Centre for a nominal charge.

I have no doubt that once again the schemes will be extremely popular and I would be very thankful for the support of the Parish Council again in 2005 by allowing us to deliver a Summer Playscheme at Watton-at-Stone Community Centre with a £100 deposit from myself, paid prior to the start of the scheme.

I would be very grateful if any decision that is made could be put in writing and please feel free to contact myself if you require any further information.'

It was agreed to write to Jo Rodwell at East Herts Council informing her that the free use of the Community Hall facilities represents the Parish Council's contribution towards the 2005 Summer Play Scheme. Again, a returnable deposit of £100 will be required from East Herts Council (to cover any possible damage to the building) before any booking is confirmed. Also asking her to note that the Parish Council is providing the facilities 'free of charge' and not, as stated in her letter, 'for a nominal charge'.

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

e) Frank Warren – condition of Perrywood Lane

Mr. Filer said that following consultation between himself and Mr. Poulton, the Parish Council wrote to Frank Warren about the poor condition of Perrywood Lane from the field entrance to the Crowbury, down to the junction with Church Lane. This section of road is covered in mud from vehicles accessing the field to get to and from the Crowbury.

Mr. Warren responded to the Parish Council stating that, in his opinion, the mud on the road had nothing to do with him and that the Parish Councillor who made these complaints has made several other complaints in the past, which appear entirely baseless. Mr. Filer said that he had responded personally to this letter which then read out.

f) Hertfordshire Police Authority – Launch of Hertfordshire’s Policing Plan 2005/06 and Strategic plan 2005/08

The Hertfordshire Police Authority will be launching its policing plan for 2005/06 and strategic plan for 2005/08 on Monday 21st March, at 1030 for 1100, in the Fielder Centre, Hatfield.

Mr. Filer to attend the launch and give his report to the Parish Council during its meeting on 13th April 2005.

Agenda: 04/05

g) Hertfordshire Association 4 Young People

Mr. Meischke read out the following letter, dated 2nd February, from Stuart Pittman (Director, Hertfordshire Association 4 Young People).

Please accept my apologies for the delay in replying due to operational priorities here at HAYP.

I understand your concerns and the need for an active youth club in the area.

I am happy to meet with the Parish Council but need at least 3 weeks notice of any meeting such are my other commitments.

Please liaise by phone with me direct before finalising a date for the meeting with your colleagues.

Mr. Meischke to liaise with Mr. Poulton, and then Parish Councillors, to arrange a mutually convenient date.

Action: J. Meischke

h) HCC – Draft statement of Community involvement – Hertfordshire Minerals & Waste Framework & Planning applications

All Parish Councillors present at the meeting were given a copy of HCC’s letter dated 2nd February asking how we wish to be consulted in the future.

It was agreed to write to HCC giving them the following information.

- We would like to be kept informed by all their methods for consultation e.g. letter, questionnaires, workshops, etc.
- We wish to remain as a consultee for Watton-at-Stone on their stakeholder list.
- Inform them of all pre-arranged activities, community events, fetes, etc. to be held around April/May 2005 (i.e. the Watton-at-Stone Annual Church fete on 30th May 2005).

The Clerk to act accordingly.

Action: J. Allsop

i) Chartism Housing Association – Affordable Housing

Mr. Meischke read out the following letter (dated 1st February) from the Chartism Housing Association.

‘Affordable housing

This association is not currently a registered R.S.L. No financial funding or cross subsidization will be required. Low rents will be pegged at Housing Corporation levels.

We are proposing to build a small number of starter homes in this district. The sizes types and tenures of these will be all be determined by the specific housing needs identified for each individual locale.

What level of pro-active support can be expected from you parish in taking these proposals forward?’

After discussion, it was agreed to write to the Chartism Housing Association informing them that the Parish Council can only decide to support or oppose proposed developments when formal plans become available.

The Clerk to act accordingly.

Action: J. Allsop

j) Charles Clowes letter to Mr. and Mrs. Williscroft

Mr. Meischke read out a letter dated 30th January from Mr. Clowes (23 Walkern Road) to Mr. and Mrs. Williscroft (The Old Mill, Mill Lane) which was copied to Mr. Poulton as Chairman of the Watton-at-Stone Parish Council. The letter concerned the possible sale of the Old Mill.

Parish Councillors noted the contents of the letter.

10 Reports from other Organisations

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

Mr. Stock said that he was unable to attend the last meeting but had passed the East of England Plan to the Conservation Society prior to its meeting and suggested that a response be made.

Mr. Dunhill attended the meeting during which several planning applications were discussed.

The Watton-at-Stone Conservation Society will be holding its AGM on 30th March in the Community Hall.

Mr. Stock to speak to the Conservation Society to encourage them to respond to the East of England Plan.

Action: D. Stock

- **Watton-at-Stone Scout and Guide Group**

Mr. Dunhill said that Scout and Guide Group AGM is to be held on 23rd March 2005.

All of the groups are fully subscribed and the Scout and Guide Group are now allowed to use unqualified (non-uniformed) helpers on a regular basis.

- **River Beane Restoration Association**

Mr. Knight said that the River Beane Restoration Association will be responding to the East of England Plan re the current lack of water particularly in the Stevenage area and asking them how they intend to address the problem as well as provide a supply for the thousands of new homes planned for this area.

- **Speed-Camera Van**

Following the article which he wrote for the February issue of the Parish news re speeding in the village, Mr. Filer asked if anyone had written to Martin Seers to complain.

The Clerk said that she had received a telephone call from Martin Seers who said that he had received several letters from residents of Watton-at-Stone about speeding in the village. He wanted to know who had informed them that if ten or more letters of complaint were received by him about speeding. A speed-camera van could be used in the village. He said that this information was not correct and he was not sure how best to respond to the letters. The Clerk informed him that this information had come from PC Andy Woodward. She e-mailed a copy of the Parish News article to Mr. Seers and also gave him PC Andy Woodward's e-mail address so he could contact him direct.

11 Items for Parish News

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

- East of England Regional Plan.

Mr. Filer to write the article accordingly.

Action: D. Filer

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

Donation towards photocopying

1.00

1.00

Payments

Boardman Photocopying charges

1.53

1.53

Cheques required

SLCC	Annual subscription	91.00
Allotment & Garden Assoc.	Donation towards erection of dog-fouling notices	25.00
HCC	Lighting maintenance charges 01.10.04 – 31.12.04	202.63
HCC	Lighting energy charges 01.10.04 – 31.12.04	118.67
Inland Revenue	Tax and NI	159.03
Ted Brown	28 hours work	182.00
Arro-Signs	50% deposit on notice board for High Street	172.00
J. Allsop	Telephone charges to 3/02/05	25.00
J. Allsop	February salary	519.27
J. Allsop	Renewal of Norton Internet security	<u>33.88</u>
		<u>1528.48</u>

Cheques received

Sports and Social Club	¼ year charge of use of sportsfield facilities	250.00
Sports and Social Club	Donation towards plotting maps re additional Tennis Court	<u>17.50</u>
		<u>267.50</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Mr. Keen – Main Hall hire	20.00
Barry Moor – Main Hall hire	33.00
Toni Hunter	21.11
Floodlighting to 03.1104	<u>230.00</u>
	<u>304.11</u>

Payments

Window cleaning	56.00
Key for community hall	6.45
2 floodlighting lamps	129.25
Post mix for goal posts	31.91
HCC – cleaning materials	<u>40.54</u>
	<u>264.15</u>

Cheques required

Rose Brown	23 hours cleaning	126.50
James Turner	Service and repair of heating system	365.03
		<u>491.53</u>

Cheques received

Emma Fowler	Parish Council room	252.00
Dave Boddy	Main Hall and Pavilion hire	351.00
Mrs Medhurst	Pavilion hire	56.00
Tennis Club	Pavilion hire	14.00
Mr. and Mrs. New	Main Hall and Pavilion hire	19.50
Sports and Social Club	¼ year charge of Community Hall facilities	250.00
Stort Valley Housing	Pavilion hire	16.00
EHDC	Re Summer play scheme	<u>49.35</u>
		<u>1007.85</u>

Mr. Knight proposed that the Parish Council approve the above payments, Mr. Filer seconded the motion and all present were in favour.

- **The meeting closed at 2059.**
- **The date for the next Parish Council meeting is Wednesday 9th March 2005.**