

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 11th April 2007

Present: Mr. N. Poulton (Chairman) Mr. J. Meischke (Vice-Chairman)
 Mr. C. Clark Mr. V. Dunhill
 Mr. D. Filer Mr. I. Knight
 Mrs. McCash Mr. M. Smith
 Mr. D. Stock The Clerk (Mrs. J. Allsop)

Police: PCSO Paul Weston (until 1928)
 Public: Mr. R. Willis, Vice Chairman, Sports & Social Club (until 1945)

1 Apologies for absence

Apologies were received from Mrs. Dinnin, Police Inspector Diane Wilson and P C Andy Woodwood.

2 Public Participation

None.

3 Declaration of Interests

None.

4 Chairman's/Clerk's Report

Mr. Poulton had two additional urgent items.

- **Thanks you letter from Douglas Moore**
 Douglas Moore wrote on 10th April to thank the Parish Council for the £50 grant towards his Scout trip to the World Jamboree.
- **Local elections**
 - **Parish Council**
 East Herts Council had verbally informed Mr. Poulton that the Parish Council election will be uncontested, with nine Parish Councillors being elected and one space to be filled by co-option.
 The Parish Council will remain as previously but without Mr. Dunhill who decided not to stand again.
 When the official paperwork is received from East Herts Council, the Parish Council will start the co-option process.
 - **District Council**
 Mr. Poulton's nomination for District Councillor for the Watton-at-Stone Ward was uncontested and therefore he has been re-elected.

5 Introduction to Police Inspector Diane Wilson

Due to unforeseen circumstances, Police Inspector Diane Wilson was unable to be introduced the Parish Council.

6 Report on policing matters

PCSO Weston reported on policing matters.

The crime figures from 1st January 2007 to 31st March 2007 are very similar to those reported last year.

- 1st January 2006 to 31st March 2006 108 crimes reported 26 detected
- 1st January 2007 to 31st March 2007 110 crimes reported 28 detected.

The Neighbourhood Watch scheme is continuing to work well. PCSO Weston thanked Mrs. McCash for her continuing commitment to the scheme.

Distraction burglaries continue to be a problem, especially to the elderly who open doors to people they don't know and leave windows and doors unlatched in the warmer weather allowing the opportunist intruder to enter.

PCSO Weston and Mrs. McCash to put a notice in the Parish News re how to avoid distraction burglaries.

Action: PCSO Weston/H. McCash

Watton Youth Drop Inn is now in its second week. Approximately 20 youths attended the first week.

The Ladies toilet door at the Community Hall has been damaged. PCSO Weston said that the police intend to fit a temporary CCTV camera for three months over the summer period.

The Parish Council asked PCSO Weston for an increased police presence during the summer school-holidays. Mr. Poulton also requested a meeting with Police Inspector Diane Wilson on or before the Parish Council meeting in July. PCSO Weston agreed to arrange this.

Action: PCSO Weston/N. Poulton

Prior to leaving the meeting, PCSO Weston said that he really appreciated the good working relationship between the police and the Watton-at-Stone Parish Council.

7 Presentation by the Football Section of the Sports and Social Club

Prior to the meeting, all Parish Councillors were given a hardcopy of the Sports and Social Club's presentation regarding additional football facilities on the sportsfield, which all (except Mrs. McCash) viewed prior to the start of the Parish Council meeting held on 14th March 2007.

Mr. Poulton said that during their meeting on 13th April, the Trustees had discussed the various proposals made by the Sports and Social Club and favoured Option A.

Mr. Willis and Mr. Knight answered questions about the proposals.

The Sports and Social Club has raised just over £50,000 towards the project.

The proposals for improved facilities include:

- An all-weather surface
(Not to be confused with the two existing tennis courts [MPPA] and proposed additional tennis court.)
- Three additional football pitches, namely, one mini, one junior, one youth football-pitch.
- Additional parking adjacent to the church car park.

After discussion, Parish Councillors agreed that the Sports and Social Club be informed that Option A is preferred because it has the least visual/noise impact and would minimize the use of additional Glebe land.

Mr. Knight said that the additional tennis court may need to have its orientation changed by 90% to accommodate the Sports and Social Club proposal for additional football facilities.

Mr. Knight and Mr. Poulton to meet with Alistair Woodgate, the St. Albans Diocesan Surveyor, to discuss the proposals.

Action: I. Knight/N. Poulton

Mr. Knight to arrange the meeting.

Action: I. Knight

Mr. Willis said that the next step is to have a land survey done to determine the levels and the earth movements necessary. Any work would be done during the Winter season to minimize any disruption to the Cricket Club.

Mr. Willis left the meeting.

8 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 14th March 2007**

The following amendment was made to the minutes of the meeting.

- Page 11 item 10, Reports from other Organisations

'Mr. Dunhill said that the Scout and Guide Group will hold its AGM on 18th March in the Scout Hut.'
Should read

'Mr. Dunhill said that the Scout and Guide Group will hold its AGM on 18th April in the Scout Hut.'

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

b) Review of actions

- **Write to East Herts Council re clearing the litter along the Whempstead Road:** Completed.
Trevor Watkins (East Herts Council) has e-mailed the Clerk stating that he would get the Monitoring Officer to check and arrange clearance by their contractor. Mr. Clark said that the rubbish had not been cleared. The Clerk to chase. **Action: J. Allsop**
- **Write to planning department re 5 Newmans Court:** Completed.
- **Write to Bridget Ward re memorial seat**
Mr. Poulton said that he wrote to Bridget Ward who, like the Parish Council, was horrified about the price quoted to remove the old seat and install a new one.
Mr. Poulton will raise the subject during the meeting to discuss Highways issues on 20th April. **Action: N. Poulton**
- **Re-address problem of overgrown shrubbery on the Walkern Road**
Mr. Poulton and Mr. Knight had met on-site to discuss the problem.
Mr. Poulton will raise the subject during the meeting to discuss Highways issues on 20th April. **Action: N. Poulton**
- **Open COIF Fund investment accounts and discuss the amount of funds to be transferred**
Refer to item 11 a, Budget and Finance Sub-Committee - Investment of Deposit monies in COIF Funds (on page 4 of these minutes).
- **Purchase Hewlett Packard 3390 multifunction printer/scanner/copier/fax machine:** Completed.
The Clerk said that she was very pleased with the new machine.
- **Arrange for Annual Agreement to be signed by the Sports and Social Club and Mr. Poulton:** Completed.

- **Write to Allianz Cornhill re changes to the Parish Council and Community Hall insurance policies**
The revised schedules have not been received from Allianz Cornhill.
The Clerk to chase. **Action: J. Allsop**
- **Contact Tony Bradford re remaining work to be done at the Cottage Site**
Refer to item 11 a, Environment Sub-Committee – Cottage Site (on page 6 of these minutes).
- **Accept Ted Brown’s quotation for clearing woodland area at Watton Green:** Completed.
Mr. Filer said that work is almost complete.
- **Ask Ted Brown to reinstate the sportsfield rubbish bin by the Rectory fence:** Completed.
- **E-mail Raj Goutam (Hertfordshire Highways) re filling salt bins as and where necessary:** Completed.
- **Ask Ted Brown to weed-kill around gravel area of MPPA:** Completed
- **Obtain the price of purchasing and installing a new dog-waste bin from East Herts Council**
Refer to item 11 a, Environment Sub-Committee – Dog-waste bin for Watton Green (on page 6 of these minutes).
- **Speak to Parishioner who requested a dog-waste bin for Watton Green:** Outstanding.
- **Write to Jo Rodwell of JLR Play re summer play scheme:** Completed.
- **Write to Churches Serving Watton re Community Service:** Completed
- **Liaise about the purchases of two notice boards**
Mr. Clark and Mr. Meischke discussed the purchase of the notice boards which have now been ordered from Arro-Signs. Delivery is expected in approximately one week. Beane Valley Children’s Centre have sent us their donation of £724.98 to cover the total cost of Arro-Signs’ invoice.
A letter of thanks to be sent to Dominic Long (Beane Valley Children Centre). **Action: N. Poulton**
- **Speak to Watton-at-Stone Pre-School Playgroup re Parish Council representative**
Mr. Poulton said that Mrs. Dinnin had written to the Pre-School Playgroup and hoped to have a reply before the Annual Meeting of the Parish Council on 9th May.

c) Action points outstanding for more than two months

- **Write to Raj Goutam asking him to install a salt bin before next winter**
Mr. Poulton will raise the subject during the meeting to discuss outstanding highways issues on 20th April.

Action: N. Poulton

9 Planning

a) Applications

i) 16 Moorymead Close (3/06/2274/LB/SD)

Garage conversion to habitable room

Mr. Knight visited the neighbouring resident at 17 Moorymead Close, who objected strongly to the application as do other neighbors’ in the vicinity.

Parish Councillors looked at the plans and agreed to write to East Herts Council informing them that the Parish Council objects to the above application for the following reasons.

- It is an over-development of site.
- The development would ultimately lead to an increase in on-street parking. **Action: J. Allsop**

After much discussion, it was agreed that the Parish Council remains very concerned about the continuing trend to convert garages into living space and should therefore react (wherever possible) to similar applications in the same manner as we have done with this application.

b) Decisions

i) 23 High Street (3/07/0032/FP/SP)

Loft conversion with front and rear dormer windows, front porch with pitched roof, garage conversion, dropped kerb - East Herts Council permission refused

ii) 12 Lammas Road (3/07/0272/FP/HS)

First floor rear (part) and ground floor extension - East Herts Council permission granted

iii) Wagon and Horses 1 High Street (3/06/2274/LB/SD)

Proposed rear kitchen extension and minor alterations. Removal of timber store.
New extract & fresh air intake to kitchen. Refurbishment of existing Ladies and Gents toilets. New external signs. - East Herts Council permission granted

10 Specific items

a) Update on Gully Emptying

Mr. Poulton said that following gullies had not been emptied.

- Perrywood Lane
- Church Lane
- High Street
- School Lane.

He will raise the subject during the meeting to discuss outstanding highways issues on 20th April.

Action: N. Poulton

b) Overgrown shrubbery on the Walkern Road

Mr. Poulton will raise the subject during the meeting to discuss Highways issues on 20th April.

Action: N. Poulton

c) Emergency Plan

Mrs. McCash apologised for the delay in producing the Emergency Plan.

This item to be deferred to the Parish Council meeting in June.

Agenda: 06/07

d) Renewal of Annual licenses

• Cottage Site

It was agreed to renew the licence for Temporary Access across the Land known as the "Old Cottage Site", at Watton Green, issued to Mr. Denis E. Filer (of Brambles, Watton Green).

Action: N. Poulton/J. Allsop

• Ferreting Licenses

It was agreed to renew the ferreting licenses for Mr. R. Adams of 4 Glebe Close to ferret Watton Green, the allotments, the Lammas and the paddock at the far end of the Lammas. **Action: N. Poulton/J. Allsop**

e) Condition of School Lane

Mr. Poulton read out the following letter, dated 13th March, from Vince Gilbert, Head of Hertfordshire Highways.

'Re: Condition of School Lane in Watton-at-Stone

Thank you for your letter dated 28th February 2007 on behalf of your constituents about the condition of School Lane. I have now received a report from the local area office on the impending planned maintenance works at School Lane.

I am pleased to let you know that School Lane is included in the 2007/08 Footway Surfacing Works Programme. As you can appreciate the new footway surfacing will provide significant benefit for parents and children getting to and from school. Furthermore, I expect the work to be carried out during the school holidays to minimise inconvenience to the local community.

In the meantime any arising potholes requiring urgent attention can be reported on our telephone fault line on 01438 737320 or by logging on to the web on www.hertsdirect.org/highwaysfaults. The fault will then be made safe within the prescribed 24 hour period.

I trust that the above is helpful and deals with your enquiry.'

11 Reports

a) Sub-Committees

Budget & Finance

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

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

The bank statements for the Parish Council and Community Hall, showing the year-end figures on 31st March 2007, have not yet been received from Alliance and Leicester. Therefore the Clerk has been unable to complete the 12-monthly statement of accounts.

Mr. Filer said that a meeting of the Budget and Finance Sub-Committee will need to be held before the Annual Parish Meeting in May to approve the 12-monthly statement of accounts for the Parish Council and Community Hall. Also, to approve the summary 12-monthly statement of accounts so they can be presented during the Annual Parish Meeting in May.

The Clerk to e-mail all Parish Councillors with possible dates for a meeting of the Budget and Finance Sub-Committee.

Action: J. Allsop

• Summary 12-monthly statement of accounts for the year ended 2006/07

See item above.

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

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

- **Insurance premiums for 2006/07**

The revised insurance schedules have not been received from Alliance Cornhill.

- **Investment in COIF Funds**

Mr. Filer said that he was given the wrong information about the COIF Charity Funds. The Parish Council is not eligible for a deposit account because it is not a charity or a Parochial Church Council. However, the Community Hall Trustees are eligible to have a deposit account with the COIF Charity Funds.

Mr. Filer suggested that because the main assets are held with the Community Hall Trustees, the Parish Council does not need such a high level of funds on deposit and that its deposit account could therefore be closed and £7,500 of Parish Council funds transferred into the Community Hall account. Discussion then took place on how much money the Parish Council needs to hold in reserve in case of emergencies. Mrs. McCash said that it was her understanding that once funds had been transferred to the Community Hall Trustees it would not be possible to transfer them back to the Parish Council. Mrs. McCash agreed to speak to a contact she has at Longmores Solicitors in Hertford for confirmation on the liability of such a transaction.

Action: H. McCash

Community Hall Trustees

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

- **Verbal report on meeting held on 10th April 2007**

- **Main Hall Line-Marking**

Mr. Poulton had spoken with the Wodson Park contractors about lifting all the line-markings in the Main Hall and re-laying the Badminton court white-lining only.

He was told that the solvent used to remove the residue of glue left by the line-marking causes the surface to soften and would ultimately damage it. Wodson Park contractors have advised that the Badminton court be re-lined over the existing markings and the existing yellow-lining should be left untouched.

Mr. Meischke said he had also spoken to Tim Ellis, who had confirmed that the type of substance that would be used to remove the residue of glue would damage the floor.

- **External Doors to the Community Hall**

Brian Bunyan has made repairs to the external door in the Pavilion (the door is so heavy that extra assistance was needed to take it off its hinges for repair). Mr. Bunyan has altered the top and bottom stops on both doors so it now opens more easily. However, the door is distorted in shape but hopefully the repair work will last a couple of years.

The external door on the car-park side of the building needs repairing because it does not close properly. David Bunyan to be asked to do this work.

Action: J. Meischke

- **Hire Charges for Watton Youth Drop Inn**

The Watton Youth Drop Inn now wishes to hire the Main Hall and the Pavilion facilities, and change its booking from Tuesday to Wednesday night.

Mr. Poulton (as Treasurer of the Watton Youth Drop Inn) took no part in the following discussions.

Dave Boddy is the only other hirer who hires both facilities. When he started using the facilities in 2003, he negotiated a 25% discount on the hire charges, plus the 10% discount for three-month payment in advance.

After discussion, the Trustees agreed that this type of discount could not be given to the Watton Youth Drop Inn and all hirers should be treated fairly.

As a result, it was agreed to write to Dave Boddy advising him that there had been a review of the charging arrangements for the Community Hall and its facilities and that our charge to him would be increased by £3.60 per week as from 1st July.

Action: D. Stock/J. Allsop

This means that Dave Boddy is being charged at the parishioners hiring rate less 10% discount for block booking.

- **Acoustics in the Main Hall**

Mrs. McCash had been unable to make contact with the person she hoped would provide a cheap solution to the acoustics problem.

The Trustees recommendation was that the Parish Council does not pursue this item at the present time. Parish Councillors agreed.

Recreation & Amenities

Mr. Knight reported on the following item concerning the Recreation and Amenities Sub-Committee.

- **Additional tennis court**

Mr. Knight said that we had received the archaeological report from Essex County Council, a copy of which is to be placed on circulation. **Action: I. Knight**

Mr. Knight is in discussion with Alison Tinniswood (County Archaeologist) and Susie Defoe (East Herts Council's planning department) about the submission of a planning application and any implications regarding changing the orientation of the court by 90% to accommodate the Sports and Social Club proposal for additional football facilities on the sportsfield.

Environment

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

- **Trees on the Lammas**

Adam Welch has done the work required to the two Willow trees and has submitted his invoice of £740, which has been paid.

Mrs. Dinnin spoke to Ian Davies (Environment Agency) on 6th April regarding the fallen Willow tree across the River Beane on the Lammas. She was informed that the tree would be removed within the next 7 to 10 days and that Ian Davies would e-mail Christopher Mellish (of 4 The Beaneside) to keep him informed of the situation because the top part of the tree has been lying in his garden for approximately six months.

Mr. Knight to obtain, in writing, the responsibilities of the Riparian owner regarding blockages caused by fallen trees. **Action: I. Knight**

- **Cottage Site**

Mrs. Dinnin spoke to Tony Bradford who has now completed this year's work on the Cottage Site. There are some logs stacked on site that will be removed during the winter because he does not have enough room to store them at present. As recommended by Forestry Commission, some large branches have been left on the ground. Mr. Bradford will check the site for re-growth during the summer and put up rabbit guards if necessary.

He will meet with Parish Councillors in September 2007 to discuss the hedge laying for the road frontage of the Cottage Site. He did not do any work on the bushes etc. nearest to the road, but will check this area and tidy if necessary. Mrs. Dinnin told him about the logs near Mr. Filer's house and he will probably take these in the winter.

Mrs. Dinnin has written on behalf of the Parish Council thanking Mr. Bradford and his friends for the work they have done on the Cottage Site.

- **Wotton green – clearance of woodland area**

Mr. Filer said that Ted Brown had almost completed this work.

This item to remain on the agenda until complete.

Agenda: 05/07

- **Dog-waste bin for Wotton Green**

Wybone Limited supply East Herts Council with dog-waste bins. The Clerk contacted Wybone Limited who said that the post mounted style dog-waste bin they supply to East Herts Council is ref WDB/CH60. The bin is the same colouring as our existing bins, i.e. red and black.

The costings for the bin, which all exclude VAT, are as follows.

- £141.46 = dog-waste bin
- £40.19 = Post
- £64.71 = anchor kit
- £15.70 = postage

Because we obtained their name from East Herts Council, Wybone Limited has agreed an additional 15% discount.

It was agreed to purchase the dog-waste bin only.

Action: J. Allsop

Mr. Smith agreed to supply a post, anchor it to the ground and install the dog-waste bin. **Action: M. Smith**

- **Bridge over the Lammas**

Mr. Smith said that the bridge over the ditch at Lammas that allows him to take vehicles onto the green for grass cutting purposes etc, needs repairing. He agreed to supply a quotation. **Action: M. Smith**

This item to be placed on the agenda for the Parish Council meeting in May.

Agenda: 05.07

- **Dead badger on the Lammas bank**

Mrs. McCash said that a member of public had reported that there was a dead badger on the Lammas bank. Because badgers are a health hazard, it was agreed that the carcass had to be removed as soon as possible. Mrs. McCash to ask Fred Burnell to remove the carcass. **Action: H. McCash**

- **Strimming work on Parish Council land at Rivershill**
Mr. Poulton said that the annual strimming-work on the Parish Council land at Rivershill is now due.
It was agreed to ask Tim Clark, if he is available, to do the work again this year. **Action: C. Clark**

b) Routine reports

i) Fire-alarm test

The fire-alarm was tested prior to a meeting of the Community Hall Trustees on Tuesday 10th April.

ii) Monthly village-report

Mr. Meischke completed this report on the 11th April 2007, the result of which is as follows.

- **Sportsfield:**

| | |
|--------------------|--|
| Condition of grass | Good (goal mouths poor). |
| Litter | Some. |
| Dog fouling | None. |
| General | Good (one rail missing on boundary fence). |
- **Children's Play Area:**

| | |
|------------------------------|--|
| Condition of surface | Good. |
| Litter/Litterbin | Empty. |
| Large swings | Good. |
| Small swings | Good. |
| See-Saw | New. |
| Rainbow multi-play and slide | Good. |
| Two spring sit-on | Good. |
| Teen shelter | Good. |
| General | Some break-up of safety surface at end of slide. |
- **Bike ramps area:**

| | |
|-------------|-------|
| Junior Jump | Good. |
| Double Ramp | Good. |
| Fun Box | Good. |
- **Community Hall:**

| | |
|------------------------------|--------|
| General Condition (Exterior) | - |
| Litterbin | Empty. |
| Car Park | Good. |
| General | Good. |
- **Multi-Purpose Play Area:**

| | |
|------------------|--|
| Surface | Good. |
| Boundary Fencing | Screws in boards loose also one split. |
| Tennis nets | Good. |
| Litter | Good. |
| General | Good. |
- **Great Innings Play Area:**

| | |
|-------------|-------|
| Equipment | OK. |
| Surfaces | OK. |
| Litter | OK. |
| Dog fouling | None. |
| Trees | OK. |
| Comments | Good. |
- **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 | Excellent. |
- **Culverts on Mill Lane**

| | |
|---|-----------------|
| Litter and rubbish in and around Culverts | OK |
| Dog-fouling | OK. |
| Comments | Very overgrown. |
- **Salt bins**

| | |
|---------------------------|-----|
| Perrywood Lane | OK. |
| Entrance to Great Innings | OK. |

| | |
|---|--|
| Great Innings South – outside number 93 | OK. |
| Station Road | OK. |
| Moorymead Close (2) | OK. |
| Hazeldell | OK. |
| Footpath 17 | OK. |
| • Dog-waste bins | |
| Footpath 17 | Full. |
| Sportsfield | OK. |
| Church Walk | OK. |
| Walkern Road | OK. |
| Station Road | OK. |
| High Street (by Memorial) | OK. |
| Great Innings | OK. |
| Mill Lane | OK. |
| Opposite 5 School Lane | OK. |
| • War Memorial | |
| Comments | Good. |
| • Ornate Village Sign | |
| Comments | Good. |
| Post | Good. |
| General comments | Footpath 17 and school field need litterpicking. |
| • Goal mouths | |
| Mr. Knight said that the goal mouths will be re-seeded at the end of April. Mr. Knight to ensure that the re-seeding gets done by the Sports and Social Club. | Action: I. Knight |
| • Rail missing on boundary fence | |
| Mr. Smith to inspect and repair as necessary. | Action: M. Smith |
| • Break-up of safety surface | |
| The safety surface at the run-off to the slide on the multi-play and slide equipment is damaged due to excessive usage. It was agreed to monitor the situation monthly. | |
| • Kicker boards | |
| Mr. Knight to inspect and repair as necessary the loose kicker board and the split one. | Action: I. Knight |
| • Culverts | |
| Mr. Poulton said that Mrs. Dinnin in her report had asked if Ted Brown should be asked to clear the rubbish and wood from culvert. It was agreed not to do this. | |
| • Grass around teen shelter | |
| Mr. Smith said that there was no point in re-seeding this area. | |
| • Pavilion blinds at Community Hall | |
| Mr. Poulton said that the Pavilion blinds on the sportsfield-side need repairing because the plastic gets so hot it distorts in shape. | |
| Mr. Poulton to ask Sunstopper Blinds to repair them. | Action: N. Poulton |
| iii) Weekly sportsfield-report and action | |
| There was nothing to report from Ted Brown’s weekly inspections. | |
| However, Mr. Poulton has removed all the soil on the footpath that runs adjacent to the Community Hall flowerbed. | |

12 Correspondence received

a) CPRE – Membership renewal

It was agreed to renew our CPRE membership. The annual subscription for 2007/08 is up by £1 to £27.

Action: J. Allsop

b) Safer Neighbourhoods Awards

Mrs. McCash proposed that PCSO Paul Weston be nominated for an award. Mr. Poulton seconded the motion and all present were in favour.

Mrs. McCash to act accordingly.

Action: H. McCash

13 Reports from other Organisations

• Watton-at-Stone Memorial Hall Committee

Mrs. McCash said that three quotations were obtained for repairing the roof and guttering at the Memorial Hall and that the work had now been done.

- **River Beane Restoration Association (RBRA)**
Mr. Knight reported that the RBRA will be holding its AGM at the Community Hall on 25th April 2007.
- **Watton-at-Stone Allotment and Garden Association**
The Allotment and Garden Association has requested a key to the Ladies outside toilet at the Community Hall. This was agreed.
Mr. Meischke to have a key cut accordingly. **Action: J. Meischke**

14 Items for Parish News

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

- Road resurfacing in School Lane
- Dog-waste bin for Watton Green
- Pollarding of Willow trees on the Lammas.

Mr. Filer to write the entries accordingly.

Action: D. Filer

15 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

500 Banker envelopes

5.70

5.70

Cheques required

| | | |
|---------------------------|--|----------------|
| St. Albans Diocesan Board | Glebe rent for MPPA land | 90.00 |
| J. Allsop | Multifunction printer from ebuyer.co.uk | 365.37 |
| Arro Signs | 2 notice boards | 724.98 |
| Adam Welch | Work to two Willow trees on the Lammas | 740.00 |
| HCC | Lighting energy charges – 01/01/07 – 31/03/07 | 148.79 |
| HCC | Lighting maintenance charges – 01/01/07 – 31/03/07 | 198.35 |
| Post Office Limited | Tax and NI | 179.28 |
| Frank Cooper & Son | Sportsfield grass cut | 43.47 |
| Ted Brown | 32 hours litterpicking (8 weeks) | <u>218.00</u> |
| | | <u>2708.24</u> |

Cheques received

| | | |
|---------------------------------|-----------------------------|---------------|
| Watton Primary & Nursery School | Grant for two notice boards | <u>724.98</u> |
| | | <u>724.98</u> |

Watton-at-Stone Community Hall

Petty Cash

Receipts

| | |
|---------------------------------------|---------------|
| Jim Keen – Main hall hire | 60.00 |
| Gill Gilbey – Main Hall hire | 8.00 |
| John Murphy – Main Hall hire | 6.00 |
| Floodlighting | 200.00 |
| Watton Dots & Tots – Pavilion hire | 28.00 |
| Carole Lambert – Pavilion & Main Hall | 65.00 |
| Mark Woodcock | 20.00 |
| Richard Allison – Main Hall hire | <u>26.00</u> |
| | <u>413.00</u> |

Payments

VAT return 02/07

24.08

24.08

Cheques required

| | | |
|----------------------|---------------------------------------|---------------|
| H M Customs & Excise | VAT assessment | 165.39 |
| Brian Bunyan | Repair pavilion door to sportsfield | 102.00 |
| P. J. Roofing | Replace broken and missing roof tiles | <u>129.25</u> |
| | | <u>396.64</u> |

Cheques received

| | | |
|-------------|--|----------------|
| Tennis Club | Donation towards Archaeological survey | 1685.00 |
| R.B.R.A | Pavilion hire | <u>7.00</u> |
| | | <u>1692.00</u> |

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

- **The meeting closed at 2105.**
- **The date for the next Parish Council meeting is Wednesday 9th May 2007.**