

Minutes of the meeting of the Watton-at-Stone Parish Council held in the Community Hall on Wednesday 14th March 2007

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

1 Apologies for absence

Apologies were received from Mrs. McCash.

2 Public Participation

None.

3 Declaration of Interests

None.

4 Chairman's/Clerk's Report

Mr. Poulton said that he had two additional urgent items.

- **5 Newmans Court**
This item to be discussed under 6 a iv, planning applications (on page 3 of these minutes).
- **JLR Play**
This item to be discussed under 9 a, East Herts Council – 2007 Summer Playscheme (on page 12 of these minutes)

In addition, the decision notices under item 6 b need deleting because they were discussed during the Parish Council meeting in February 2007.

5 Minutes of the last meeting

a) Acceptance

- **Minutes of the Parish Council meeting held on 14th February 2007**
Mr. Filer proposed that the minutes be accepted and signed by the Chairman as a true record. Mr. Smith seconded the motion and all present at that meeting were in favour.

b) Review of actions

- **Give Condolence Card to David Stock:** completed.
- **Purchase & fit draft extrusion to Whempstead notice board:** completed.
- **Inspect Parish Council notice board adjacent to Summan's supermarket re leak**
Mr. Poulton inspected the notice board and it did not appear to have leaked during the recent rain storms. He said that no work was required at the present time.
- **Investigate further re higher interest rates on investment**
Refer to item 8 a, Budget and Finance Sub-Committee - Investment of Deposit monies in COIF Funds (on page 4 of these minutes).
- **Attend Inter Parish Conference on 28th February**
Mr. Clark said that he and Mr. Poulton attended the conference which proved to be a very interesting evening. Benington Parish Council was an excellent host and the presentations given by Tony Jackson (on the Role of the Parish Council - Present and Future) and Mike Carver (on the East of England Regional Assembly) were well delivered.
Discussions also took place on the poor service that Hertfordshire Highways is delivering at present. Mr. Poulton said that Councillor Tony Jackson and Councillor Bryan Hammond are meeting with Danny Kyan (Hertfordshire Highways) on 20th April to discuss all current highways problems outstanding from discussions with those parishes that attended the Inter Parish Conference.
- **Write to planning department re 23 High Street:** completed.
- **E-mail Paul Patmore re painting of new lighting columns:** completed.
- **Give Mr. Poulton a hire agreement for the Watton-at-Stone Youth Drop Inn:** Completed.
The hire agreement has been duly signed and returned to the Clerk.
- **Write to Raj Goutam asking him to install a salt bin before next winter:** Outstanding.
Action: I. Knight
- **Write to Raj Goutam re salt bin notice for Parish News**
Because the cold weather is almost over, it was agreed to defer this item and place it on the agenda for the Parish Council meeting in September.
Agenda: 09.07

- **Give Mr. Meischke the floodlighting-machine instruction booklet:** Completed.
Mr. Meischke said that it is a very simple procedure to change the timing operation from £1 for every 12 minutes to £1 for every 10 minutes (i.e. from £5 to £6 per hour).
 - **Instruct David Giddens to do alteration to internal storeroom** Completed.
Refer to item 8 a, Community Hall Trustees Storage facilities (on page 4 of these minutes).
 - **Purchase the replacement parts required to mend broken tennis post**
The broken tennis post has been removed and replaced with the spare one. Mr. Knight said he has all the parts required to repair the broken post.
 - **Write letter of thanks to Tony Bradford when he has completed work at Watton Green**
Refer to item 8 a, Environment Sub-Committee – Cottage Site (on page 5 of these minutes).
 - **Contact Tony Bradford re tree at the front of the Cottage Site which is leaning badly:** Completed.
 - **Give Mrs. Dinnin the key to the Lammas gate:** Completed.
 - **Contact the Environment Agency re who is legally responsible for the removal of trees that fall into the river**
Refer to item 8 a, Environment Sub-Committee – Trees on the Lammas (on page 5 of these minutes).
 - **Instruct Ted Brown to litterpick the Lammas around the seat areas:** Completed.
 - **Write letter of objection to Go-East re proposed changes to the draft East of England plan:**
Completed and placed on circulation.
 - **Complete Go-East response form re East of England plan:** Completed.
 - **Place Dog Control Orders Implementation on circulation:** Completed.
 - **Write to Raj Goutam re condition of School Lane footpath/road:** Completed.
 - **Place letter from East Herts Council re recycling on circulation:** Completed.
 - **Contact the Sports and Social Club re date for their presentation to the Parish Council:** Completed.
 - **Find out start date for the closure of the A602 road improvements**
The majority of the A602 road improvement work will done in August during the school holidays and also during the Autumn half-term.
 - **Write to Raj Goutam re clearing the litter along the Whempstead Road:** completed.
Raj Goutam has e-mailed to inform us that it is East Herts Council's responsibility.
The Clerk to write to East Herts Council accordingly. **Action: J. Allsop**
 - **Re-draw/update allotment-site map**
Mr. Meischke said that the Allotment and Garden Association are going to re-draw/update the allotment-site map and will get back to us when they have done it.
 - **Write Parish News report:** completed.
- c) Action points outstanding for more than two months**
- **Write to Allianz Cornhill re fire-risk**
Mr. Meischke said that a letter will be sent to Allianz Cornhill at the same time as sending them the revised insurance schedules.
Refer to item 8 a, Community Hall Trustees - Review of insurance policies (on page 4 of these minutes).

6 Planning

a) Applications

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

First floor rear (part) and ground floor extension

Mr. Knight visited the neighbouring residents and they had no objections to the application. In accordance with the 'Watton-at-Stone Parish Council Protocol for Planning Applications' Mrs. Dinnin and Mr. Stock also inspected the plans for 12 Lammas Road and the Clerk was instructed to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors agreed with the decision.

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

Proposed rear kitchen extension & minor alterations. Removal of timber store. New extract & fresh air intake to kitchen. Refurbishment of existing ladies and gents toilets. New external signs.

Mr. Poulton said that the plans were identical to those viewed by the Parish Council at its meeting in December 2006 but were for a listed building consent.

In accordance with the 'Watton-at-Stone Parish Council Protocol for Planning Applications', Mr. Poulton, Mr. Stock and Mr. Knight inspected the plans on 6th March and agreed to instruct the Clerk to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors agreed with the decision.

iii) 5 Newmans Court (3/07/0240/LB/HS)

Erect twin insulated flue connected to a clear view vision multi-fuel stove. Erect flue through rear wall of the fireplace & terminate through roof

In accordance with the 'Watton-at-Stone Parish Council Protocol for Planning Applications', Mr. Knight, Mrs. Dinnin and Mr. Poulton inspected the plans and agreed to instruct the Clerk to write to the Planning Department stating that the Parish Council had no comment on this application.

Parish Councillors agreed with the decision.

iv) 5 Newmans Court (3/07/0240/LB/HS)

Erect twin insulated flue connected to a clear view vision multi-fuel stove. Erect flue through rear wall of the fireplace & terminate through roof

Mr. Poulton said that this application is the same as the above but for listed building consent.

Parish Councillors agreed to write to the Planning Department stating that the Parish Council had no comment on this application.

Action: J. Allsop

b) Decisions

None.

7 Specific items

a) Request for a Memorial Seat

Mr. Poulton said Raj Goutam (Hertfordshire Highways) e-mailed him on 12th March stating that a qualified Highways Engineering contractor can install the Memorial seat for approximately £600. Parish Councillors expressed their dismay at this exorbitant charge.

Mr. Poulton said that he will write to Bridget Ward informing her of the installation cost and asking if she wishes to continue pursuing this location or does she want to consider her second choice on the sportsfield.

Action: N. Poulton

b) Update on Gully Emptying

Mr. Poulton said that work on most of the gullies has been done in the last week. Mrs. Dinnin said that the Walkern Road gully was emptied today (the Clerk said it was also cleared about 10 days ago following heavy rain). Mr. Filer said that the gully in Perrywood Lane had not been cleared.

c) Overgrown shrubbery on the Walkern Road

During the Parish Council meeting in January, Mr. Poulton said that he had spoken to Raj Goutam about this and several other issues within the village. It was agreed to defer this item to the Parish Council meeting in March.

Mr. Poulton said that we need to re-address the strategy for this item and he and Mr. Knight would liaise to get the problem resolved.

Action: N. Poulton/I. Knight

d) Give Douglas Moore donation cheque towards his trip to the 2007 World Scout Jamboree

A cheque for £50 has been sent to Douglas Moore.

e) Emergency Plan

Mr. Poulton said that Mrs. McCash apologised for the delay in presenting the Emergency Plan to the Parish Council.

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

Agenda: 04.07

8 Reports

a) Sub-Committees

Budget & Finance

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

• VAT inspection for the Community Hall

The H M Revenue and Customs inspection of the Community Hall books for VAT purposes on 20th February was successful and the results were as expected.

The Watton-at-Stone Community Hall owes £165.39 in VAT from hirings which were not entered in the monthly returns for the periods:

- 1st to 28th February 2005
- 1st to 30th September 2005
- 1st to 31st January 2006
- 1st to 31st March 2006.

• Investment of current deposit accounts in COIF Charity Funds

Mr. Filer said that on investigation he found that the COIF Charity Funds and the Church of England Funds are managed by the same people. Both the Parish Council and Community Hall Trustees are eligible to have deposit accounts with the COIF Charity Funds. Mr. Filer said that at the beginning of December 2006, the Parish Council had £7,203 in its deposit account and £10,895 in its current account. At the beginning of February 2007, the Watton-at-Stone Community Hall Trustees had £5,294 in its deposit account and £7013 in its current account. These are figures taken from the last bank statements received.

It was agreed that Mr. Filer, Mr. Poulton and the Clerk discuss how much money should be kept in both current accounts and that the Parish Council and Community Hall Trustees should both open COIF Charity Funds investment accounts.

Action: D. Filer/N. Poulton/J. Allsop

When the new accounts have been opened, both the Alliance and Leicester deposit accounts are to be closed.

- **Audit Commission – appointment of external auditor**

Lubbock and Fine have been re-appointed as the external auditors.

- **Printer/Scanner/Copier/Fax machine**

The Clerk has been experiencing severe problems with the scanner on the Parish Council’s multifunction machine and a replacement is now required. The current machine (a Hewlett Packard LaserJet HP 3330) has been discontinued.

The Clerk said she had looked on the internet at the specification and the cheapest prices for two types of Hewlett Packard LaserJet multifunction printer/scanner/copier/fax machines are:

- HP 3055 £255.25 plus £8 delivery plus VAT
- HP 3390 £313.58 free delivery plus VAT.

The Clerk said that the on-line write-ups indicated that the scanner in the HP 3390 was much more reliable and faster than the HP 3055 model.

It was agreed to purchase the HP 3390.

Action: J. Allsop

- **Asset registers for the Parish Council and Community Hall**

Prior to the meeting, all Parish Councillors were e-mailed the following draft documents.

- Watton-at-Stone Parish Council - Fixed Asset Register and Leases for the year 2007/2008.
- Watton-at-Stone Community Hall Trustees - Fixed Asset Register for the year 2007/2008.

The Parish Council agreed to accept both registers.

Note: HCC has confirmed that we are now responsible for 28 (and not 32) lighting columns, so the Parish Council’s asset register has been modified accordingly.

Copies of both asset registers are attached to these minutes.

(see attached)

Community Hall Trustees

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

- **Storage facilities**

David Giddens has done an excellent job of making the internal cleaner’s store-cupboard/meter room into two separate storage areas with separate lockable doors. The Watton Dots and Tots have now stored all their play equipment in the smaller area.

- **Annual Agreement for the use of Specified Sports Facilities within the village**

Prior to the meeting, all Parish Councillors were given a copy of the Annual Agreement between the Parish Council, Community Hall Trustees and the Sports and Social Club, as revised by Mr. Stock.

Parish Councillors agreed that the revised Annual Agreement be adopted .

(see attached)

Two copies of the agreement to be signed by the Chairman of the Sports and Social Club and Mr. Poulton (as Chairman of the Watton-at-Stone Parish Council).

The Clerk to act accordingly.

Action: J. Allsop

- **Acoustics in the Main Hall**

This item to be deferred to the April Parish Council meeting.

Agenda: 04/07

- **Review of insurance policies**

At a meeting held on 6th March 2006, the Community Hall Trustees reviewed in detail the insurance policies for the Watton-at-Stone Parish Council and the Watton-at-Stone Community Hall.

A copy of the revisions were e-mailed to all Parish Councillors prior to today’s meeting.

Parish Councillors agreed to accept the revisions on both policies.

The Clerk to write to Allianz Cornhill accordingly.

Action: J. Allsop

Note: Because HCC has confirmed that we are now responsible for 28 (and not 32) lighting columns, the Parish Council schedule has been modified accordingly.

A copy of both documents are attached to these minutes.

(see attached)

Recreation & Amenities

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

- **Additional tennis court**
We are awaiting Essex County Council’s report on the Archaeological survey/dig. When this is received, the tennis court planning-application can be resubmitted to East Herts Council.
 - **MPPA – moss kill and pressure wash**
Doe Sport has quoted £285 to supply and spray moss killer on the MPPA and £790 to clean the surface by means of high-pressure jet-washing. However, after further inspection of the MPPA surface, it has been agreed that the work does not need doing at present and should be looked at again in September.
- Agenda: 09/07**
- **Grass around teen-shelter**
Mr. Smith said that he will monitor the condition of the grass around the teen-shelter and take action if necessary.

Environment

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

- **Trees on the Lammas**
Adam Welch has completed work on one of the Willow trees on the Lammas and will do the other one within the next couple of weeks.
Ian Davies (Environment Agency) has said the Lammas Willow tree which has fallen across the river will be removed within the next few weeks.
- **Cottage Site**
Tony Bradford has done a third lot of work on the Cottage Site. He wants to put a hedge at the front of the Cottage Site but will discuss this with the Parish Council first.
Mrs. Dinnin to ring Tony Bradford to find out if the cut branches at the front of the site are to remain and what other work needs to be done on the Cottage Site. **Action: C. Dinnin**
- **Watton green – Quotation for clearing woodland area**
At the request of Mr. Filer, Ted Brown has submitted a quotation of £160 to clear the wood at Watton Green.
Mr. Smith proposed that we accept Ted Brown’s quotation. Mrs. Dinnin seconded the motion and all present were in favour.
The Clerk to write to Ted Brown accordingly. **Action: J. Allsop**

b) Routine reports

- i) **Fire-alarm test**
Mr. Poulton and Mr. Meischke are to do the fire-alarm test at the end of this meeting.
Note: Mr. Meischke did the fire alarm test on Friday 16th March.
- ii) **Monthly village-report**
Mr. Clark completed this report on the 12th March 2007, the result of which is as follows.
 - **Sportsfield:**

Condition of grass	Good.
Litter	Some on field.
Dog fouling	OK.
General	Rubbish bin up by the Rectory fence lying on ground.
 - **Children’s Play Area:**

Condition of surface	Good.
Litter/Litterbin	OK.
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	}
Double Ramp	} Not being used
Fun Box	}
 - **Community Hall:**

General Condition (Exterior)	OK.
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Litterbin	In use.
Car Park	OK.
General	Good.
• Multi-Purpose Play Area:	
Surface	OK.
Boundary Fencing	OK.
Tennis nets	OK.
Litter	None.
General	Tidy.
• Great Innings Play Area:	
Equipment	Good.
Surfaces	Tidy.
Litter	None.
Dog fouling	None.
Trees	OK.
Comments	Tidy.
• Allotments Area:	
Access	OK.
Condition of paths between Allotments	OK.
Condition of Allotments under cultivation	OK.
Condition of Allotments not under cultivation	OK.
Litter	None.
Comments	Very Good.
• Culverts on Mill Lane	
Litter and rubbish in and around Culverts	None.
Dog-fouling	None.
Comments	Litterbin missing.
• Salt bins	
Perrywood Lane	Full.
Entrance to Great Innings	Empty
Great Innings South – outside number 93	Needs filling – 1/3 full.
Station Road	Full.
Moorymead Close (2)	Full - 1/3 full.
Hazeldell	Empty.
Footpath 17	Full.
• Dog-waste bins	
Footpath 17	In use.
Sportsfield	OK
Church Walk	In use.
Walkern Road	In use. No lid.
Station Road	In use. No lid.
High Street (by Memorial)	In use. No lid.
Great Innings	In use.
Mill Lane	In use.
Opposite 5 School Lane	OK.
• War Memorial	
Comments	Good.
• Ornate Village Sign	
Comments	OK.
Post	OK.
General comments	Footpath 17 and school field need litterpicking.

Mr. Clark said that the village looks very nice at the moment.

- **Rubbish bin on sportsfield**
Ted Brown to be asked to reinstate the rubbish bin up by the Rectory fence. **Action: J. Allsop**
- **Salt bins**
The Clerk to e-mail Raj Goutam (Hertfordshire Highways) asking him to arrange for the salt bins to be filled as and where necessary. **Action: J. Allsop**
- **Footpath 17 and school field**

Mr. Poulton said that the clearing of this section of footpath and the ‘school field’ is the responsibility of the school. Mr. Clark said that the ‘school field’ is not the responsibility of the school.

iii) Weekly sportsfield-report and action

There was nothing to report from Ted Brown’s weekly inspections.

iii) 6-monthly check of MPPA, Play Area on sportsfield and Community Hall equipment

Mr. Poulton and Mr. Meischke did the six-monthly check on the 11th March 2007, the result of which is as follows.

MPPA

Area	Check	OK	Needs Attention	Comments (if any)
Hard surface	Is it free of: <ul style="list-style-type: none"> • Holes • Cracks • Litter/debris • Weeds • Moss etc. • Court marking 	OK. OK. OK. OK. OK.		
Kicker boards	Are they: <ul style="list-style-type: none"> • Secure • Graffiti-free • In good condition. Check for: <ul style="list-style-type: none"> • Protruding nails • Protruding screws • Splinters/cracks • Missing nails/screws Are the gates free of graffiti, loose/missing nails/screws, cracks and splinters Do the gates open, close and lock	OK. OK. OK. OK. OK. OK.		
Tennis posts	Condition	OK.		
Tennis nets	Condition	OK.		
Flood lights	Are the lamps in contact with the trees Are the lamp posts in good order and free of graffiti	No. OK.		
Wire fence	Is the wire mesh: <ul style="list-style-type: none"> • Secured to posts • Free of cuts/breaks • In good condition Is the metal-work (e.g. posts, etc.) secure and in good condition	OK. OK. OK.		
Notice board	Is it: <ul style="list-style-type: none"> • Legible • Free of graffiti • Secure • Free of damage 	OK. OK. OK. OK.		
Boundary	Is it: <ul style="list-style-type: none"> • Free of litter • In need of a cut • Free of problem growth 	OK. OK. OK.		Weed-kill around gravel area of MPPA.
General/additional comments (if any): - None.				

Play Area on sportsfield

Check the following points on all pieces of play equipment (i.e. Large swings, small swings, seesaw, multi play/slide 2 spring sit-on).		OK.	Needs Attention	Comments (if any)
1	All structures and frameworks should be checked to ensure there is not bending, warping, cracking, loosening or breaking.	OK.		
2	Platforms should be free from trip hazards and protruding bolts.	OK.		
3	Fixed items of equipment should be checked to ensure parts are not bent, broken, loosened, worn, or missing.	OK.		
4	There should be no sharp points or protrusions.	OK.		
5	Welds should not be damaged or corroded.	OK.		
6	Access points should be checked to ensure there are no missing or broken runs and steps or treads are not loose.	OK.		
7	Exposed mechanisms and moving components have no pinch or crush points.	OK.		
8	Guards, handrails, or swing barriers are not missing, bent or broken and have no loose components.	OK.		
9	All drain holes are clear.	OK.		
10	All fastenings are secure.	OK.		
11	Swing seats and seats in general are not damaged; do not have sharp corners, insecure fittings, chain wear and have no loose or missing components	OK.		
12	Foundations are not cracked, loose in the ground or corroded at the base.	OK.		
13	Mechanical devices and other moving parts have no worn bearings, are not seized or have excessive or unduly noisy motion, have incorrect clearances and/or missing covers.	OK.		
14	There is no play in bearings and they are greased/lubricated. If, after adjustment, there is still play in the bearings, they should be replaced immediately. Note – special attention should be given to “sealed for life” parts.	OK.		
15	For all types of protective surfacing there should be no trip points, areas where water will lay, holes or litter.	OK.		
16	The surface finish of equipment should be free from rust and other corrosion, cracks, splinters, sharp edges and broken or open joints.	OK.		

Community Hall

Area	Check	OK	Needs Attention	Comments (if any)
Pavilion				
Tables	Condition	OK.		One with hole in.
Chairs	Condition	OK.		
Corner seat unit	Condition	OK.		
Blinds	Condition	OK.		
Clock	Condition	OK.		
Main Hall				
2 Benches	Condition	OK.		
Badminton posts *	Condition	OK.		
Badminton net	Condition	OK.		
Sports floor	Condition	OK.		
Floor markings **	Condition	OK.		
External toilets	Condition	OK.		Graffiti on Ladies door.
Internal toilets	Condition	OK.		
Showers	Condition	OK.		
Kitchen	Condition	OK.		
First Aid box	Contents: Are they out-of-date or damaged. Are there any items missing.	OK.		
Fire exit signs		OK.		
Fire extinguishers		OK.		
General/additional comments (if any): -None				

- Weed-kill around gravel area of MPPA**
 Ted Brown to be asked to weed-kill around gravel area of MPPA. **Action: J. Allsop**
- Graffiti on Ladies toilet door**
 Mr. Poulton has removed the graffiti.
- Table with hole in it**
 Although this table has had a hole in it for some time, it was agreed that it was still usable and can be left out for use in the Pavilion.
- Dog-fouling on Watton Green**
 Mr. Filer said that a parishioner has requested that the Parish Council install a dog-waste bin on Watton Green.
 It was agreed to obtain the price of purchasing and installing a new dog-waste bin. **Action: J. Allsop**
 There would be an additional annual charge from East Herts Council to empty the bin weekly. This years cost for emptying one bin was £88.79 plus VAT.
 Mr. Filer to inform the parishioner that the Parish Council debated the matter at its meeting in March and is investigating the cost of installing and emptying a bin. **Action: D. Filer**
 This item to be placed on the agenda for the April Parish Council meeting **Agenda: 04/07**

9 Correspondence received

a) East Herts Council – 2007 Summer Playscheme

Mr. Poulton read out a letter dated 28th February from Jo Rodwell (Play Officer, East Herts Council) as follows.

‘It is with regret that I have to inform you that due to financial constraints East Herts Council will be operating a reduced playscheme service this coming summer.

Unfortunately I have only just been given the authorisations to make the finalised plans public, so I am taking the first opportunity to let you know that the council will be offering a limited service at Watton-at-Stone Community Hall this year.

The service will operate from 1000 - 1200 Monday 30th July to Friday 24th August inclusive.

Please note that the Council has also withdrawn their spring Family Fun Days, the under 5’s workshops and the performing arts schemes.

On a personal note I have tendered my resignation effective from today so therefore please direct all communication regarding these decisions and their implication to:

Mr. Martyn Dutfield – Head of Leisure
 East Herts Council, Wallfields, Pegs Lane
 Hertford, Herts SG13 8EQ Telephone 01992 531505.

May I take this opportunity to say that it has been a pleasure to work with you and I wish you all the best for the future.'

Mr. Poulton said that the reduced playscheme will have organised events, which was not the practise before.

• **JLR Play**

A letter has been received from Jo Rodwell who has started up a company called JLR Play.

'My name is Jo Rodwell and at present I am re-establishing myself as a private play/care provider. You may recognise my name from my most recent position of employment, working for East Herts Council as the Play Officer delivery an inclusive play service to the resident in the district.

I am writing to you as you have hosted Summer Playscheme in previous years and I am concerned that the provision being offered this year by the local authority may not fully meet the demands of the community.

Just before leaving my post I was informed that the Council will only be offering a morning service in the Watton-at-Stone area for this summer which has left me extremely concerned therefore I would like to ask you to consider allowing JLR Play to offer a full day activity based Summer Playscheme at your premises in order to meet then needs of the children and/or carers.

The Summer Playscheme at your premises has proved a very popular and valuable service for parents and/or carers and the children who attend and there is clearly a need for this provision to operate for a full day.

I would also like to consider the possibility of operating for a full five weeks if that was acceptable therefore the proposed dated would be either:

Monday 23rd July to Friday 24th August inclusive or

Monday 30th July to Friday 31st August inclusive

The times of operation would be 1000 - 1600 with the option of sessions alongside (1000 - 1230 and 1330 - 1600)

I am very happy to meet with you to discuss this provision further and to answer any questions that you may have about the service.

I would also be grateful if you could complete the enclosed interest sheet for my records and return it to me at your earliest convenience either by fax or post so that I can proceed as necessary.

Thanks you for your time and I look forward to hearing from you soon.'

Parish Councillors expressed concern that if JLR Play's Summer Playscheme was unsuccessful, would East Herts Council be willing to fulfil the role again in the future. Also, would JLR Play be able to work satisfactorily under the new child protection legalisation. It was therefore agreed that the Parish Council is not interested in JLR Play running a Summer Playscheme for Watton-at-Stone.

JLR Play to be notified accordingly.

Action: J. Allsop

b) East Herts Council re District and Parish elections – Thursday 3rd May 2007

If contested, the District and Parish elections will take place on Thursday 3rd May in the Community Hall.

Mr. Poulton said that he would be happy to help any Parish Councillor interested in standing for office again to complete their Nomination Papers at the end of this meeting.

c) Churches Servicing Watton – Community Service Sunday 1st July 2007

Mr. Poulton said that we had received an e-mail (dated 1st March) from Rodney Ranzetta, of the Churches Servicing Watton, requesting the use of the Pavilion facilities and sportsfield for the Community Service to be held on Sunday 1st July 2007 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

Mr. Knight said that the Tennis Club will be holding its Fun Day on the afternoon of 1st July.

d) Children's Trust Partnership Invitation 26th March 2007

Mr. Clark said that he would be interested in attending so Mr. Poulton passed the paperwork to him.

e) Letter from the Occupier of 152 Hazeldell

Mr. Poulton read out a letter dated 7th March from the occupier of 152 Hazeldell concerning an alleged complaint concerning their dogs.

The Parish Council had not received a complaint from any member of the public concerning dogs barking and therefore the letter made little sense. Also, because the author of the letter was not identified and there was no signature on it, it was decided that no action was required.

10 Reports from other Organisations

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

Mr. Stock said that the Watton-at-Stone Conservation Society will be arranging a meeting shortly to discuss disbanding the Society.

Mr. Stock said that he had suggested that the Society may wish to consider donating its funds to the Parish Council for use on a local Conservation/environmental project.

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

The guttering that was pulled down on the front of the Memorial Hall has been removed to allow access through the front door. The guttering has not been re-fitted yet because the section of roof above needs repairing at the same time. Quotations are currently being sort.

- **River Beane Restoration Association (RBRA)**

Mr. Knight reported that the RBRA is in contact with MPs re the low-flow problem of the River Beane. RBRA will next meet on 25th April in the Community Hall.

- **Watton-at-Stone School Governors**

Mr. Clark said that the school have an under-spend on the League Agency Centre money they received and this will be lost if it is not spent by the 31st March (financial year end). Some funds could be made available to the Parish Council for an immediate purchase to benefit the village.

It was agreed to purchase two notice boards. One to replace the existing notice board in Whempstead and the other to be sited on the outside wall of the Community Hall. The style of notice boards to be the same as the existing one at the Great Innings roundabout.

Mr. Clark and Mr. Meischke to liaise about the purchases.

Action: J. Meischke/ C. Clark

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

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

- **Watton-at-Stone Pre-School Playgroup**

Mrs. Dinnin reported that the Pre-School Playgroup is settling into to its new accommodation at the school. She said that now that they are located at the school there is probably no need for a Parish Council representative and therefore will find out if they still want one.

Action: C. Dinnin

11 Items for Parish News

None

12 Accounts

Watton-at-Stone Parish Council

Petty Cash

Receipts

None

Payments

None

Cheques required

Grassroots	Leaf clearance	235.00
Douglas Moore	Grant towards World Scout Jamboree trip	50.00
Ted Brown	Various	60.00
Ted Brown	64 hours litterpicking (8 weeks)	416.00
East Herts Council	To empty 2 dog waste bins (01/04/06 – 31/03/07)	208.66
HCC	Velcro hooks for notice board	7.04
J. Allsop	March salary	559.05
J. Allsop	Phone calls to 03/03/07	<u>25.00</u>
		<u>1560.75</u>

Cheques received

Mrs. Cullen	Allotment rent	13.00
East Herts Council	Leaf clearance	<u>400.00</u>
		<u>413.00</u>

Watton-at-Stone Community Hall

Petty Cash

Receipts

Jim Keen – Main hall hire	80.00
Gill Gilbey – Main Hall hire	10.00
John Murphy – Main Hall hire	6.00
Floodlighting	258.00
Watton Dots & Tots – Pavilion hire	56.00
Richard Allison – Main Hall hire	<u>12.00</u>
	<u>422.00</u>

Payments

2 x VAT duplicate books	<u>8.98</u>
	<u>8.98</u>

Cheques required

B. Thompson	Cleaning the Community Hall	36.00
B Thompson	Cleaning the Community Hall	44.00
B Thompson	Cleaning the Community Hall	40.00
David Giddens	Install lock to cleaning materials cupboard	20.00
David Giddens	Divide internal cupboard in Main Hall	200.00
B Thompson	Cleaning the Community Hall	40.00
Essex County Council	Archaeological survey	1979.88
James Turner		56.38
John Phillips	Opening toilets from 8/2/07 to 12/3.07	<u>32.00</u>
		<u>2448.26</u>

Cheques received

Watton Youth Club	Pavilion ire	163.80
East Herts Council	Pavilion hire	16.00
Mrs. Whitten	Main Hall and Pavilion hire	48.00
Mrs. Morgan	Main Hall and Pavilion hire	<u>48.00</u>
		<u>275.80</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 2112.**
- **The date for the next Parish Council meeting is Wednesday 11th April 2007.**