



Watton At Stone
PARISH COUNCIL

Nigel Poulton Community Hall
School Lane
Watton At Stone
SG14 3SJ
T: 07493 097867
E: clerk@watton-pc.org.uk

10 February 2026

In attendance: Cllrs Nicola White (Chairman), Richard Lewis (Vice Chairman), Annabel Kirk, Anna Bramley, Mark Richardson, Joe Thomas, Charles Clark, Claire Holman, Abi Brown (Clerk)

Watton at Stone Parish Council Meeting
Tuesday 10th February 2026
Nigel Poulton Community Hall at 7.15pm

MINUTES

1. Apologies

Cllr Alistair Bramley
Cllr Brooks

2. Declaration of Interests

(a) To receive declarations of interest from Councillors on items on the agenda

None

(b) To receive written requests for dispensations for declarable interests; and

None

(c) To grant any requests for dispensation as appropriate

None

3. Minutes

Minutes of Watton at Stone Parish Council meeting held on Tuesday 13th January 2026 were approved as an accurate record of proceedings. Proposed by Cllr White and seconded by Cllr Kirk. All in attendance were in agreement.

4. Public Issues

None

5. Chairman's/Clerk's Report

Clerk advised that a Speed survey has been issued by HCC and encouraged all Councillors to complete the survey. Clerk to circulate link to survey.

Action: Clerk



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Clerk has received draft version of the website and will circulate. Clerk is working on content as it is very outdated and has asked all regular hirers to provide her with upto date information regarding their clubs.

Cllr White advised Council that Waterford and Stapleford have obtained funding to assist in helping with the volume of traffic and parking etc within their parishes. Cllr White proposed to contact both Waterford and Stapleford and see if Watton can be part of the scheme. All were in agreement to reach out to their working group.

Action: Cllr White

6. Reports and approvals from Working Parties and Committees

(a) Environment Committee Report

Environment report has been circulated prior to the meeting. Cllr Kirk is going to be liaising with allotment plot holders regarding the gate and to see how they would like to proceed.

i. Update on land ownership and leases

Cllr Clark has reviewed documents which include the rental of land from the diocese and the purchase of the Meadow from the diocese in 1961. The Clerk has been challenged by Bidwells with regards to who owns what area and who is responsible for the trees on the land. Clerk to scan and store copies of documents. Clerk to look into cost of a fire proof cabinet.

Action: Clerk

(b) Planning Committee Report

3/26/0085/HH– No comment to be submitted

3/26/0163/PNHH– No comment to be submitted

3/25/1430/OUT– Cllr Clark volunteered to draft a response for Clerk to submit by 27th February.

Action: Cllr Clark/Clerk

(c) Community Hall Management Committee Report

i. Update on new contracts

Contracts have been drafted and will be presented for approval at next meeting.

ii. Hive Installation

Hive has been installed and Clerk and Caretaker have access to heating via app

iii. Hall Acoustic Panels

Quotes have been obtained for sound boarding, tower and labour to fit the sound boards. The total quote was £1,692.81. Cllr Anna Bramley will write to the Trustees to request funds for the sound proofing and costs will be approved in March meeting.

Action: Cllr Anna Bramley

iv. Sports Day Update

Village Sports Day has been rescheduled for 12th April but it was noted that Cricket have an away game that day. Cllr Holman will discuss dates with the cricket team to confirm they will be able to have some members of the team attend the sports day.



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Action: Cllr Holman

v. Risk Assessment Update

Risk Assessments have been carried out by Caretaker and Cllr Alistair Bramley for the hall.

(d) Finance Committee

i. To authorise payments made in addition to the budget

None

ii. To receive summary report of receipts and payments

Reports were circulated prior to the meeting.

iii. Review of budget

Budget is currently looking very good and due to the increase in hirers there should be some reserves at the end of the financial year. RFO recommended that the remaining reserves be put into a separate account to start up a reserve fund for future maintenance of the hall. RFO and Finance Committee to review reserves at end of financial year. The Clerk raised that there were occasions that the hall had hire requests for the meeting room which clashed with the Library hire. It was suggested that on these occasions the Library be requested to be moved to an alternative day. Cllr Anna Bramley volunteered to speak with the Library volunteers to advise them that there may be occasions where the library may need to be rescheduled.

Action: Cllr Anna Bramley

7. Welcome letter and leaflets for Fairview residents

It was proposed that the '100 years of Watton' leaflets and a welcome letter be delivered to the new residents of Fairview. All in attendance were in agreement and Cllr Lewis will write a welcome letter.

Action: Cllr Lewis

8. Watton-at-Stone Fete

Parish Council agreed to sign up to a stand for the fete on 25th May 2026. Cllr White will arrange the stall and request that we are positioned near to the beer tent. Councillors to think of fun ways we can engage with residents.

9. Website Update

i. Update on new website

Clerk advised that the draft website has been sent to her and it will be circulated to the Parish Council for review. The website content needs reviewing and the Clerk has requested updated information from regular hirers and sports teams.

ii. Decision to be made regarding Councillor emails move to .gov.uk

Cllr Richardson to look into options on how to move to .gov.uk email and costs involved. To be presented at the meeting in March.



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Action: Cllr Richardson

10. Reports to the Council

Cllr Clark has received communication from Fairview to advise that they are still waiting on approval from HCC regarding joining the new circular route. Cllr Clark will be meeting with them on 27th March.

Cllr Holman completed the Village Report. It was noted that the top of the field by the cricket shed needed tidying up and clearing of rubbish. Cllr Anna Bramley offered to target this area on the next Sparkle Squad.

Cllr Thomas queried if the Parish Council want to submit their thoughts on the new restructure for Hertfordshire County Council. It was felt that there was no requirement to comment.

Cllr Clark volunteered to complete the village report.

Meeting Closed 21:06