

**MINUTES OF THE MEETING OF THE
ANNUAL MEETING OF WELWYN COUNCIL
HELD ON TUESDAY 8TH MAY 2007 AT 7.45PM
AT THE PARISH CENTRE LOCKLEYS DRIVE WELWYN**

There were no members of the public who wished to speak during the 15 minutes allocated for Public Participation.

Present: Chairman, Councillor J Roper and Councillors M Benson, J Blackburn, S Butler, H Hughes, L. McLusky, P Neville, L Page and I Skidmore.
(One Vacancy)

In Attendance: R Findlay (Clerk) District Councillor's R Trigg and S Markiewicz and one member of the public

APOLOGIES: Councillor, C Hukin (Holiday)

2007/49 DECLARATION OF ACCEPTANCE OF OFFICE

All Councillors present signed the Declaration of Office of which the Clerk duly witnessed all. All Councillors were then given the Register of Interest form for completion.

2007/50 WELCOME

The Chairman opened the meeting and welcomed the newly elected Councillors to the meeting.

2007/51 ELECTION OF THE CHAIRMAN

It was proposed by Cllr. Benson that Cllr. J. Roper remain as Chairman. Cllr. Skidmore seconded this. There were no further proposals therefore, it was agreed to vote by a show of hands. It was **UNANIMOUSLY** agreed that Cllr. J. Roper be Chairman for the year.

Cllr. Roper then signed the Chairman's Declaration of Office.

2007/52 ELECTION OF THE VICE-CHAIRMAN

It was proposed by Cllr. Roper that Cllr. M. Benson be Vice Chairman. Cllr. Blackburn seconded this. Cllr. Hughes requested that he also be considered for the position of Vice Chairman. As in accordance with the Council's Standing order 9a, it was agreed that a secret ballot be held.

The Clerk collected and counted the votes of the Ballot, the results were as follows:

- 7 votes for Cllr. M. Benson
- 2 votes for Cllr. H. Hughes

Councillor Benson succeeded by 5 votes

Cllr. Blackburn then presented the Vice Chairman's chain to Cllr. Benson.

2007/53 DECLARATION OF INTERESTS

There were no Declarations of Interest.

2007/54 TO FIX THE AMOUNT OF THE CHAIRMAN'S ALLOWANCE

(IN PURSUANCE OF SECTION 15(5) OF THE LOCAL GOVERNMENT ACT 1972)

It was proposed that the Chairman's Allowance be set at £250

After voting by a show of hand in accordance with the Council's Standing Order 8, the result was as follows:

For: 8
Against: 0
Abstentions: 1

It was therefore, agreed to set the Chairman's Allowance at £250.

It was also agreed to have the amount reviewed at future Finance meetings before the Annual Meeting of the Council.

2007/55 TO AGREE STANDING COMMITTEES FOR 2007/2008

The Council agreed to the following Standing Committee for the year.

- o Planning & Licensing Committee
- o Leisure Facilities & Open Spaces Committee
- o Finance Committee
- o Appeals Committee
- o Policy & Resources Committee

It was agreed to dissolve the 'Allotments, Cemetery and Churchyard Committee' but to incorporate them into the Leisure Facilities & Open Spaces Committee.

2007/56 APPOINT MEMBERS TO SERVE ON COMMITTEES

PLANNING & LICENSING COMMITTEE:

| | |
|----------------------|------------------|
| Cllr. Mrs. M. Benson | Cllr. C. Hukin |
| Cllr. J. Blackburn | Cllr. P. Neville |
| Cllr. Mrs. S. Butler | Cllr. L. Page |
| Cllr. I. Skidmore | |

LEISURE FACILITIES & OPEN SPACES COMMITTEE

| | |
|----------------------|-------------------|
| Cllr. Mrs. M. Benson | Cllr. L. McLusky |
| Cllr. J. Blackburn | Cllr. J. Roper |
| Cllr. S. Butler | Cllr. C. Passmore |
| Cllr. H. Hughes | |

FINANCE COMMITTEE

| | |
|------------------|-------------------|
| Cllr. H. Hughes | Cllr. L. Page |
| Cllr. C. Hukin | Cllr. J. Roper |
| Cllr. P. Neville | Cllr. I. Skidmore |

POLICY & RESOURCES COMMITTEE

Chairman of the Council and Chairs of Standing Committees.

APPEALS COMMITTEE

Chairman of the Council, Vice-Chairman of the Council and Chairs of Standing Committees

It was proposed that a new Committee be formed which would look at the 'Professional Development of the Council'. After a short discussion it was agreed to:

- Suggest another title for the Committee
- Consider 'Terms of Reference' and the scope of the Committee, and
- To be put as an agenda item for further discussion.

2007/57 TO APPOINT MEMBERS TO SERVE ON WORKING PARTIES

YOUTH WORKING PARTY

Cllr. J. Roper
Cllr. Mrs. M Benson

Cllr. J. Blackburn
& *Members of the Public*

CLEANER VILLAGES WORKING PARTY

Cllr. Mrs. M Benson
Cllr. J. Blackburn
Cllr. S. Butler

Cllr. H. Hughes
Cllr. J. Roper
& *members of the public*

CIVIC CENTRE WORKING PARTY

Cllr. Mrs. M Benson
Cllr. J. Roper
Cllr. C. Hukin

Cllr. L. McLusky
Cllr. P. Neville
Cllr. I. Skidmore

2007/58 TO APPOINT MEMBERS TO REPRESENT THE COUNCIL ON OUTSIDE BODIES

WELWYN ROAD SAFETY COMMITTEE

Cllr. H. Hughes Cllr. L. Page Cllr. J. Roper

WELWYN HATFIELD, COMMUNITY SAFETY PARTNERSHIP

To be arranged

TWINNING COMMITTEE

Cllr. C. Hukin Cllr. H. Hughes

WELWYN UNITED CHARITIES

Cllr. C. Hukin Cllr. L. McClusky

WELWYN FESTIVAL GROUP:

Clerk Cllr. H. Hughes

WELWYN HATFIELD DISTRICT, PARISH & TOWN COUNCIL'S FORUM:

Chairman of the Council Clerk

TENTERFIELD SCHOOL GOVERNOR

Cllr. J. Blackburn

HERTFORDSHIRE ASSOCIATION OF PARISH & TOWN COUNCILS

Cllr. P. Neville

It was agreed that the Chairman check to see if the Welwyn Hatfield Wider Alliance Committee is still active.

The Clerk will check to see if the Welwyn Hatfield Local Council Forum is still active.

2007/59 TO FIX THE DATES AND TIMES OF ORDINARY AND COMMITTEE MEETINGS OF THE COUNCIL FOR 2007/2008

The Clerk had previously circulated a draft timetable to the Council.

It was explained to the Council that the Finance Committee will every second Tuesday of the month this will enable the Committee to consider the actual full monthly payments and receipts and report back to Council at the end of the month.

The Leisure Facilities and Open Spaces Committee will change they will now meet on the third Tuesday in the month.

It was **UNANIMOUSLY** agreed to accept the document.

It was agreed that a meeting planned to bring new Councillor's up to date in the Council's business be scrapped. The three new Councillors proposed that it

would be better to make an appointment with the Clerk and speak to her individually. The Council and Clerk agreed to the proposal

The Clerk reminded the Council of the dates for meetings in May 2007

- Tuesday 15th May 2007 – Leisure Facilities and Open, Parish Centre, 7.30pm
- Thursday 24th May 2007 - Annual Parish Assembly, Civic Centre 8pm
- Tuesday 29th May 2007 – Finance Committee, Parish Centre. 7.00pm
- Tuesday 29th May 2007 – Full Council meeting, Parish Centre. 7.30pm

2007/60 MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 24TH APRIL 2007

After amendments to add apologies from Cllr. Neville, and amendments to, 2007/37 delete "Council's" and 2007/42 to delete "General Purposes" and replace with "Churchyard", the minutes were agreed as an accurate and correct record then duly signed by the Chairman.

2007/61 MATTERS ARISING FROM THE MINUTES OF 24TH APRIL 2007

It was agreed that any suggested amendments to the Council's Standing Orders and the Council's Financial Standing Orders be sent to the Clerk to be discussed at the next meeting of the Council on 29th May 2007.

2007/62 TO RECEIVE, AND IN SO FAR AS IS REQUIRED, CONSIDER THE MINUTES OF THE COMMITTEE AND WORKING PARTIES

It was agreed that the Minutes from all Committees be reported to the next meeting of the Council on 29th May 2007.

2007/63 TO RECEIVE WRITTEN REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

There were no reports received.

2007/64 ANNUAL PARISH ASSEMBLY

The Clerk reported on the arrangements for the Annual Parish Assembly to be held on 24th May 2007 at the Welwyn Civic Centre. It was also reported that some of the regular hirers of the Civic Centre would be giving 5 minute presentations at the meeting and some would have stalls advertising their services.

Councillors Blackburn and Butler have offered to take posters to businesses in the Parish the Clerk reported that posters had already been placed on notice-boards and had arranged for adverts to be placed in the 'Public Notice' section of the Welwyn Hatfield Times for the next three weeks.

2007/65 CLOSE OF MEETING

The Chairman thanked everyone for attending the meeting and thanked the new Councillors for volunteering to sit on some of the Committees. It was reported that all Councillors were invited to attend Welwyn Hatfield Borough Council's Annual meeting due to be held on 21st May 2007.

Signed:.....Chairman of the Council

Date: 29th May 2007