

# WELWYN PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 30<sup>th</sup> JANUARY 2007 HELD IN THE PARISH CENTRE WHICH COMMENCED AT 7.45PM

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*No members of the public chose to speak in the 15 minutes allocated for Public Participation.*

*It was agreed that Councillor Peter Neville, give his presentation on Digswell Lake and the Digswell Lake Society before the start of the Council meeting.*

*The Chairman thanked Cllr. Neville on behalf of the Council on his informative presentation.*

**PRESENT:** Chairman, Councillor J Roper, M. Benson, J Blackburn, A Burnapp, S Butler, P Neville, M Rowland, I Skidmore and I Wheeler

**ATTENDANCE:** R Findlay (Clerk), S Harrop (Office Administrator) and two members of the public

**2007/01 APOLOGIES FOR ABSENCE:**  
Councillors, C Hukin, (Other commitments) and C Passmore, (Holiday)

**2007/02 THE MINUTES OF 19<sup>TH</sup> DECEMBER 2006 AND THE 'EXTRAORDINARY' FULL COUNCIL MEETING HELD ON 16<sup>TH</sup> JANUARY 2007:**

Unfortunately, the minutes of the December meeting were not available, therefore, it was agreed that these be considered for acceptance at the next full Council meeting.

The meeting was held purely for the consideration of the 2007/2008 Budget and Precept.

The minutes of the meeting held on 16<sup>th</sup> January 2007 were considered by Council and accepted as an accurate and correct record then duly signed by the Chairman.

**2007/03 MATTERS ARISING FROM THE MINUTES OF THE 'EXTRAORDINARY' FULL COUNCIL MEETING HELD ON 16<sup>TH</sup> JANUARY 2007:**

A date was arranged for the Policy and Resources Committee to meet on Monday 5<sup>th</sup> February 2007 in the Parish Centre to discuss the Scouts Lease, Civic Centre Lease and the Council's Standing Orders.

It was also agreed that the Council's Standing Orders and Financial Regulation be reviewed at the next Council meeting to be held on 27<sup>th</sup> February.

**2007/04 REPORTS OF COMMITTEES & WORKING PARTIES:**

(a) **Planning Committee (5<sup>th</sup> December 2006 and 2<sup>nd</sup> January 2007):**

Vice Chairman of the Planning Committee, Cllr. P Neville reported to Full Council on the business of both the meetings.

**December planning meeting**

Cllr. Skidmore reported on minute no. 2006/66 when he received delegated powers by the Planning Committee to make a site visit and report back his observations to the Clerk. The Clerk then conveyed the observations to WHBC's planning department.

**January planning meeting**

Councillor Roper reported that he had attended Welwyn Hatfield Borough Council's Planning meeting on Thursday 18<sup>th</sup> January 2007, when the planning application

regarding 6 Wendover Drive had been considered. The Parish Council's objections had been turned down and the application had been approved. The Council thanked the Chairman for attending and speaking to the WHBC's Planning Committee on behalf of the Council.

It was agreed that a Councillor should be present at WHBC's Planning meeting when the application for Gusessen's Development is to be discussed.

It was suggested that a Parish Councillor should attend all of WHBC's Planning meetings when the Parish Council had submitted recommendations to be considered.

The Clerk was asked if Mr Aston from the planning department had confirmed if he was to attend the Parish Council's planning meeting in February. The Clerk reported that she had left messages for him but he had not returned her calls. She would contact him again and inform the Chairman of the Planning Committee. It was decided that the Planning meeting would start at the earlier time of 7pm if Mr Aston were to attend.

Cllr. Neville stated he would discuss the East of England Plan at the next Full Council meeting in February.

Cllr. Skidmore told the Council he had attended an 'East of England Plan' presentation by WHBC's Chief Planning Officer, Chris Conway and had found it good, thorough and useful. Mr Conway is to email a copy of the presentation to the Clerk, then will then be submitted to all Councillors.

The Chairman Council reminded Councillors that the 'Annual General Assembly' for the Allotments Association will be held at the Parish Centre on Friday 23<sup>rd</sup> February 2007 and all Councillors should try to attend if possible.

**(b) Finance Committee (January):**

The Chairman of Finance, Cllr. Skidmore reported to council on the 'Extraordinary', Finance meeting, the meeting was held purely for the consideration of the 2007/2008 Budget and Precept.

At that meeting it was recommended that the Precept be set at **£152,198.00**. This figure was unanimously agreed upon at Full Council on 16<sup>th</sup> January 2007. The Chairman of Finance also reminded Council on the changes which had been agreed in the Budget.

The Clerk reported that the Precept demand and the Council Leaflet had been sent to WHBC, any slight errors had been rectified and was now ready to go to print. The Clerk will send a copy of the revised leaflet to all Councillors.

**Special expenses**

The Chairman of the Finance Committee asked if the Council would look to become a 'Quality Parish Council', which could help in WHBC delegating Singlers Marsh, Digswell Playing fields and Danesbury to the Parish Council.

It was **Resolved** to put this item on the next agenda for the February Full Council meeting.

**January Accounts:**

The Chairman of Finance gave a summary of the income and expenditure for the month of January. He and the Clerk answered all queries.

It was agreed that the tariffs for electricity and Gas at all the Council's facilities be reviewed to see if the Council are getting the best service. And be reported back to the Finance Committee meeting in February.

It was also agreed to review the recharge for Insurance from WHBC and the Council's Insurance Policy.

The Chairman of Finance reported on the Finance meeting held earlier and gave a summary of the document previously handed out to Council showing the 'Year to date' figures. He explained the reason for this and told the Committee this would be produced each month together with the Income and Expenditure accounts. The Clerk also told Council that from April, for the financial year 2007/2008, the document would also show the precept figures to enable all Council to have a better understanding of the Council's spending and Bank Balances at the end of each month.

The Chairman of Finance asked Full Council to accept the invoices for payment for January 2007 of **£20,615.73**

This was considered and unanimously agreed by Council to accept the figure of **£20,615.73**.

**Resolved** the Council accepts all payments and receipts.

**2007/05 CLEANER VILLAGES WEEK WORKING PARTY:**

The Chairman, Cllr. Blackburn reported on the meeting held on 6<sup>th</sup> December 2006. He reported to Council that the actions suggested in the Minutes had yet to go before the Leisure Committee for approval.

The name of the Committee had been changed from 'Cleaner Welwyn Week...' to 'Cleaner Villages Week...' as for 2007 all the areas of the Parish would be involved.

He went on to say that dates had been pencilled in for the 'Walkabout' in each of the areas. The Clerk had kindly created the posters to be used advertising for volunteers and the dates the 'Walkabouts' will take place.

Cllr. Blackburn expressed strongly the need for all Parish Councillors to become involved and that the Ward Councillors should be extensively involved with their areas' Working Party.

**2007/06 NALC 2007 CONFERENCE:**

The Clerk reported that the next NALC Conference is to be held from 5<sup>th</sup> October – 7<sup>th</sup> October 2007 In Bournemouth. Cllr. Blackburn highly recommended to Council that it would be good for some Councillors to attend. He would be willing to go to the Conference again if no other Councillor was able to attend.

The Clerk would not be sending in the application form until after the May Election as there might be a new Councillor on the Council who might also like to attend.

**2007/07 WRITTEN REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES:**

Cllr. Butler reported on Parish Plan Steering Committee's, Traffic Sub-Committee's progress regarding Parking in Digswell. She reported that of 600 questionnaires, which were sent to households in Digswell, they had 240 returned (43%). This had been a very good response. Most wanted restricted parking rather than permit parking, more yellow lines and white lines to help with the parking problems.

Cllr Butler went on to say the strength of feeling is remarkable and having a "knock on" effect, some parts of the village are inaccessible especially to the emergency services. There is hopefully going to be a Public meeting in the near future.

Cllr. Butler agreed to keep the Council informed of their progress.

The Council thanked Cllr. Butler for her report and the Clerk also thanked Cllr. Butler for always keeping her informed of what was happening.

**Parish Council Elections**

The Clerk informed Council that she would be receiving the forms for completion will be sent from WHBC in the near future. There was some confusion regarding the deadline for submission to WHBC, therefore, the Clerk will contact WHBC for clarification.

**2007/08**

**COUNCILLOR'S WRITTEN REPORTS:**

Cllr. Neville submitted a written report to Council regarding the Council's initiative to ask HAPTC to submit a response to the Government Consultation on Car Satellite Navigation Systems. (*The report is attached as Appendix 1*)

Cllr. Neville was thanked for discussing this Council's requests with HAPTC and producing the report for Council.

The Chairman reminded Council that there was to be a Highways Joint Members Panel meeting to be held on Thursday 1<sup>st</sup> February 2007 and asked that if a Councillor does not have any other commitments could they attend as there are two important items on their agenda.

It was reported that WHDC have stated that the flooding situation in Welwyn (especially Dicket Mead), does not look as though it will be improved until at least the financial year 2008/2009 as there is not enough money available.

**2007/09**

**CLOSE OF MEETING:**

The Chairman closed the meeting at 9.02pm

**Signed.....Chairman of the Council**

**Date: 27<sup>th</sup> February 2007**