

**MINUTES OF A MEETING OF THE LEISURE FACILITIES & OPEN SPACES COMMITTEE HELD ON TUESDAY 13<sup>th</sup> JUNE 2006  
IN THE PARISH CENTRE, COMMENCING 7.30pm**

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**PRESENT:** Chairman, Councillor M Benson and Councillors, J Blackburn, A Burnapp and C Passmore

**APOLOGIES:** Councillors J Roper (holiday), M Rowland (other commitments) and The Clerk, Rebecca Findlay

**IN ATTENDANCE:** Lorraine Ellis (Asst Clerk)

**2006/36**      **ELECTION OF CHAIRMAN:**  
It was proposed by Cllr Blackburn and seconded by Cllr Passmore that Cllr Benson continues to be Chairman for 2006/2007. This was agreed **UNANAMOUSLY**.

**2006/37**      **ELECTION OF VICE-CHAIRMAN:**  
It was proposed by Cllr Benson and seconded by Cllr Burnapp that Cllr Blackburn be elected as Vice-Chairman for 2006/2007. This was agreed **UNANAMOUSLY**.

**2006/38**      **MINUTES OF THE MEETING HELD ON 9<sup>th</sup> MAY 2006:**  
It was **RESOLVED** the minutes of the meeting were an accurate and correct record; they were then duly signed by the Chairman.

**2006/39**      **MATTERS ARISING FROM THE MINUTES:**  
**Cobb Lane Common**  
It was reported that the Clerk has written to Mr Sparshott.

**Civic Centre Working Party**  
It was agreed that a meeting be held on Monday 3<sup>rd</sup> July 2006.

**Parking on Ottway Walk**  
Unofficially red cones have been appearing along the road when there is a function in the area. It was reported that the Council are aware of the problem and agreed that the situation should be monitored.

**2006/40**      **REMEDIAL WORK QUOTES FOR THE PAVILION:**  
The quotations for the work to the guttering and down pipes were discussed and it was agreed that Cllrs Blackburn and Passmore would visit the site and report to the Clerk their findings and recommendations on whether UPVC or metal materials should be used.

**2006/41**      **CLEANER WELWYN WEEK WORKING PARTY:**

Chairman's initials.....

The Working Party had not met recently but it was agreed that the next meeting should be held on Monday 19<sup>th</sup> June at 7.30pm in the Committee Room at the Civic Centre. It is anticipated that volunteers for Cleaner Welwyn Week could be sought at the Welwyn Festival Fun Day. The Clerk to contact the Welwyn Hatfield times regarding publicity for the events.

It was reported that gloves, litter pickers and refuse sacks had been ordered and it was agreed that Councillors would dispose of one bag of rubbish when full but the rubbish collected at the Cemetery should be left in the grounds and the Clerk would make the necessary arrangements for the collection of the bags.

- 2006/42**      **CIVIC CENTRE – Licensing Agreement:**  
Item to be discussed at the Civic Centre Working Party meeting on Monday 3<sup>rd</sup> July.
- 2006/43**      **SCOUT HEADQUARTERS, 106 AGREEMENT:**  
Item deferred to next meeting.
- 2006/44**      **YOUTH SHELTER:**  
It was reported that the vandalised seat had now been replaced in addition to new anti-vandal bolts. The Committee were pleased that the youth shelter was being used by the Community.
- 2006/45**      **XMAS LANTERN PARADE:**  
It was agreed that the Xmas Lantern Parade being organised by the 2<sup>nd</sup> (Welwyn) Oakland's Scout Group was a good idea and that it should be supported. The Committee asked that Cllrs Burnapp and Rowland volunteer to join the Committee being set up to organise the event. The Committee thanked Cllr Rowland, in his absence, for volunteering. The Clerk to contact the Scout Group and apologise for the delay in contacting them with our decision.
- 2006/46**      **CHRISTMAS LIGHTS:**  
The Christmas lights are currently with the original suppliers who are awaiting instructions on whether to repair or upgrade them. It was agreed that comparative prices from a range of suppliers was necessary but that we may potentially have to purchase new lights although it was unclear at this stage what budget head would be used for funding this option. The Clerk to prepare proposals on costs for the options for discussion at the next meeting in July.
- 2006/47**      **WELWYN FESTIVAL:**  
It was reported that an order for promotional material had been placed for the stand in addition to leaflets being prepared by the Clerk on the work of the Parish Council. There will also be input from the Parish Plan.

Chairman's initials.....

It was suggested that a rota be arranged for the day in order for the stand to be set-up to ensure that someone was in attendance during the event. Consideration should be given to acquiring an additional Gazebo.

The Chairman thanked everyone for attending and closed the meeting at 8.40pm

**Signed.....Chairman**

**Date:.....2006**

**Chairman's initials.....**