

**MINUTES OF A MEETING OF THE  
LEISURE FACILITIES & OPEN SPACES COMMITTEE  
HELD ON TUESDAY 13<sup>TH</sup>. MARCH 2007 IN  
THE PARISH CENTRE COMMENCING AT 7.30PM.**

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

**IN ATTENDANCE:** R. Findlay (Clerk to the Council) and J. Lewis (Office Administrator and  
Minute taker).

**APOLOGIES:** Councillor W. Rowland (Work Commitments).

**2007/12 MINUTES OF THE MEETING HELD ON 13<sup>th</sup>. FEBRUARY 2007.**

**Resolved**, the minutes having been read were agreed as an accurate and correct record and duly signed by the Chairman.

**2007/13 MATTERS ARISING.**

- **Scout Lease.** The Chairman reported that paperwork on this matter was currently with the Council's Solicitors.
- **Civic Centre Lease.** The Chairman reported that paperwork on this matter was currently with the Council's Solicitors. The Clerk reported that she had spoken to HAPTC and was currently following up on the advice given. The Committee's **agreed** to record their thanks and appreciation to Councillor Skidmore for the huge amount of hard work he had put into clarifying the position of the Council in regard to the Civic Centre Lease.
- **Montessori School, White Hill Centre.** It was reported that a request had been received asking for the Nursery School be able to use the area behind the White Hill Centre as a dedicated play area. The Clerk reported that she had spoken with the Nursery on this subject. It was **agreed** by the Committee that the request be refused as there is already a play area use in the area.
- **Agreed Budget items for 2007-2008.** The Clerk reported the following:
  1. £3,000 had been budgeted for an item of children's play equipment.
  2. £7,000 had been budgeted for repairs to the St Mary's Churchyard wall
  3. £7,000 had been budgeted for new Skate Park for the youths.
  4. £3,000 had been budgeted for Heaping loop systems for the small hall at the Civic Centre and in the Parish Centre also the maintenance of the Hearing Loop in the Large hall at the Civic Centre
- **Skate Park.** It was **agreed** that the Clerk find suitable comparable venues and obtain costings so that dates can be set for Councillors to visit and inspect these sites.

It was recognised that the Youth Working Party would not be presenting the Committee with any new proposals requiring finance in the 2007-2008 financial year.
- **White Hill Centre Bookings.**

It was **agreed** that the Bookings Clerk can now take confirmed bookings for the hiring of the White Hill Centre up to and including 31<sup>st</sup> March 2008.
- **Five Year Leisure Facilities & Open Spaces Plan.** This item was deferred to be discussed later on the agenda due to possible decisions being made.

**2007/14 DAMAGED MACHINERY.**

The Clerk reported that the ISS Waterer's contractors are responsible for the damage to the Council's equipment (The Sisia Litamina) and that she had previously obtained

an estimate of £3,000 for the cost of repairing this item. The clerk reported that the contractors had admitted liability and she was currently in negotiations with ISS Waterer Ltd as to the speediest and most efficient way of getting the repair made. This is still ongoing.

**2007/15 HEARING LOOP SYSTEMS.**

The Clerk reported that work on repairing the existing system in the large hall of the Civic centre and installing additional systems in the Civic Centre and Parish Centre were due to start in April 2007.

**2007/16 CREATIVE KIDS- DESIGN A CHRISTMAS LIGHT COMPETITION.**

After a presentation by the Clerk, it was **agreed** that this item be included on the agenda for the April 2007 Committee meeting. The Chairman requested the Councillors meanwhile give consideration to this matter.

**2007/17 WELWYN FESTIVAL WEEK.**

Andy Trotter of the Festival Organising Committee had supplied the Council with a proposed timetable of events.

It was **agreed** to thank the Festival Committee for this advance notice and to offer them any assistance from the Council.

It was **agreed** to have an agenda item on the April 2007 Committee meeting to discuss the involvement of the Council for their stalls during Welwyn Festival Week.

**2007/18 SPINDLEBURY COTTAGE.**

The Clerk reported that KJ Electricals had completed the annual inspection of Spindlebury Cottage and a report has been submitted.

It was **agreed** to accept the report, the Clerk was asked to obtain prioritised costings for the remedial work. The Clerk was authorised to proceed with any work providing that nothing exceeds the amounts provided in the Council's Standing Orders.

**2007/19 OPEN SPACES GRASS CUTTING.**

The Clerk reported that F.T. Gearing had again submitted a quotation and schedule of works for the 2007/2008 season. There was no increase on their charges for 2007/2008.

It was **agreed** to accept the quotation and instruct F.T. Gearing to commence with the work in due course.

**2007/20 FIVE YEAR LEISURE FACILITIES & OPEN SPACES PLAN.**

The Chairman suggested altering the current Committee structure merging the Allotments, Cemetery and Churchyard Committee to become a Sub-group of the Leisure Facilities and Open Spaces Committee.

Following a discussion the Chairman of Allotments, Cemetery and Churchyard Committee and the Clerk asked for time to think about the possible implications. It was therefore **agreed** to return to this item at the April meeting.

**207/21 CLEANER VILLAGES WEEK WORKING PARTY.**

Councillor Blackburn, Chairman of the Working Party, presented Minutes of the meeting held on 12<sup>th</sup>. March 2007. It was **agreed** to amend and correct the date on these minutes from 12<sup>th</sup>, February 2007 to 12<sup>th</sup>. March 2007.

It was **agreed** the Clerk contact Borough Councillors to enquire which of the walkabouts they would be attending.

It was **agreed** Councillor Blackburn would be contacting Oakland's Councillors to enquire whether they would be attending the Oakland's walkabout. The Clerk was asked to liaise with Councillor Wheeler on the progress of the Welwyn Festival programme.

It was **agreed** that Councillor Blackburn send a final draft of the letter to businesses to the Clerk for her approval and that the Clerk sign the letter if in agreement with the changes.

**At this point there was an intense discussion between a Committee member and the Clerk. The Clerk then decided it would be in the Committees interest to withdraw from the meeting and immediately left the meeting at this point.**

**The Chairman then decided to continue with the meeting.**

It was **agreed** that the Clerk contact the schools listed in the notes to enquire whether they are agreeable to holding anti-litter competitions.

It was **agreed** that there be an item on the agenda of the April 2007 Committee meeting to discuss the format of any anti-litter poster and creative writing competition.

It was **agreed** that the schools' anti-litter competition be held over to a future year because of the lack of time to build an agreed structure and obtain funding.

The Clerk be asked to provide an update on Local Radio involvement.

It was **agreed** that Other Groups detailed in the notes be contacted with posters and letters and that posters be displayed on the Council's Notice boards.

It was noted that the Working Party are due to meet on 23<sup>rd</sup> April 2007.

**2007/22 REGISTRATION OF PARISH COUNCIL LAND.**

It was **agreed** to accept the table of lands sent by the Council's solicitors.

It was **agreed** the Committee ask the Clerk's advice on how to proceed with this matter as in the absence of the Clerk the Committee felt they have insufficient information to make any decision

**2007/23 CLOSE OF MEETING.**

The Chairman closed the meeting at 10.15pm.

Signed:.....

**Chairman of the Leisure Facilities & Open Spaces Committee.**

Date:.....2007