

**MINUTES OF THE MEETING OF THE
LEISURE FACILITIES & OPEN SPACES COMMITTEE
HELD ON TUESDAY 10TH APRIL 2007 WHICH COMMENCED AT 7.00PM
AT THE PARISH CENTRE. LOCKLEYS DRIVE. WELWYN.**

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

Present: Chairman, Councillor M Benson, and Councillors J Blackburn, A Burnapp, J Roper, M Rowland and C Passmore

In Attendance: R Findlay, (Clerk) and one member of the Public

Apologies: All Committee members were present at the meeting

2007/24 DECLARATIONS OF INTEREST

There were no declarations of interest declared by any Councillors.

2007/25 MINUTES OF THE MEETING HELD ON 13TH MARCH 2007

2007/26 MATTERS ARISING FROM THE MINUTES OF 13TH MARCH 2007

- **Report on Progress of the Scout Lease:**
The Scouts Group has asked that the Parish Council send a letter to confirm in 'principle' that the Council has agreed for the Scouts to use the land at White Hill for their new Scouts Headquarters. This would enable the Scouts Group to continue to acquire funding. **Resolved**, the Clerk to send a letter to the Scouts confirming the use of the land at the White Hill Centre car park, which will be, confirmed when the terms of the Lease is complete.
- **Report on progress of Civic Centre:**
It was reported that in response to the Clerks letter to WHBC Officers had requested a meeting with the Clerk to discuss the Civic Centre Fees. The meeting would be taking place on Wednesday 11th April 2007. Councillors Roper and Skidmore would also be in attendance.
- **Damaged Machinery:**
The Clerk reported that ISS Waterers are to have the equipment repaired by Advanced Turf Machinery at their expense.
- **Design a Christmas Light Competition:**
It was **Agreed** that the Committee would not be involved with this proposal.
- **Spindlebury Cottage:**
The Clerk reported that the electrical works at Spindlebury Cottage are due to be carried out.

2007/27 MONTESSORI NURSERY:

Correspondence had been received by the Chairman of the Council by a hirer who runs the Montessori Nursery in the small hall at the White Hill Centre. (The Committee had previously been informed that the hirer would be seeking to, 'go over the head of the Clerk' as she did not agree with the decisions being made to her several requests). It was pointed out by the Clerk that the decisions the hirer had been notified of, were decisions reached by this Committee.

It was reported by the Chairman that together with the Chairman of the Council that a meeting that afternoon (Tuesday 10th April) with the hirer, of which the Clerk, as Officer to the Council had not been present.

The Clerk drew very strong exception to being told the meeting had taken place, after informing the Chairman of the Council, the hirer intended to use the Council's disciplinary procedures to complain about the Clerk.

Therefore, the Clerk informed the Chairman of the Council that she would not attend a meeting with the hirer but would be willing to go through the proper disciplinary procedure.

The Clerk is to present a report to full Council of her dissatisfaction.

At this juncture, the Chairman of the Committee suggested that at the present time the item not be discussed any further. This was **agreed** by the Committee.

2007/28 REVISED HIRE AGREEMENT FOR HALLS

The Clerk presented the revised 'Agreement for Hire' document, which had previously been circulated, to the Committee. It was **Agreed** that the Committee recommend to full Council to accept the changes incorporated in the revised document.

2007/29 WELWYN FESTIVAL WEEK

The Committee discussed the 'theme' for the Council's stall at the Welwyn Festival. It was agreed due to the Election to make the public aware of the new Councillors and to show the Wards all Councillors would be representing (Meet your Councillor). It was also suggested the Council would promote the environment incorporating Cleaner Village's Weeks activities. It was **Agreed** that the Committee think of ideas around local issues to be discussed at the next meeting.

2007/30 FIVE YEAR LEISURE FACILITIES AND OPEN SPACES PLAN

It was proposed that the Allotments, Cemetery and Churchyard Committee be incorporated into this Committee for the next financial year. It was **agreed** to present this at the Annual Parish Council meeting in May.

It was reported that WHBC declined having a meeting with the Parish Council regarding the management of Digswell Playing Fields. It was **Agreed** to invite Mr Jewell again to meet with the Parish Council and invite the local District Councillors to attend to discuss Digswell Playing Fields and why in the face of Best Practice a contractor is being considered rather than the Local Parish Council.

It was **Agreed** that the Committee would have 'Walkabouts' in July and August with new Councillors who will be on the Committee. The Clerk would prepare details of income and expenditure and facilities. It was **Agreed** that at the September meeting the Committee would have a 'brainstorming session' on the information they had gathered.

2007/31 REGISTRATION OF PARISH COUNCIL LAND

It was **Agreed** the Clerk, Chairman of the Council and Chairman of Leisure look at all the registration documents held by the Council and report back at the Annual Parish Council meeting.

2007/32 INFORMATION BOARD FOR THE PLAYING FIELDS

The Clerk produced some ideas to the Committee. At this 9.20pm the Committee agreed to suspend Standing Orders to enable a member of the public to speak regarding an idea for an information board.

The Council **Agreed** to reinstate Standing Orders at 9.24pm and continued with the meeting.

The Committee considered the possibility of a Pictogram Information Board. It was then **agreed** to recommend to full Council:

- WHBC place the sign on London Road showing the way to the Ottway Walk Playing fields.
- That a 'fingerpost' structure be placed showing directions to the facilities at the playing fields

- And an additional information/notice-board.

2007/33 CLEANER VILLAGES WEEK

It was agreed that the issue of Health and Safety be looked at in relation to volunteers.

The Chairman of the Committee is still waiting for comments on his draft letter to Business. Once he has received all comments it will be forwarded to the Clerk.

The Chairman of the Committee reported that reminder emails had been sent regarding the walkabout dates to all members, volunteers and District Councillors.

The next meeting of the Working Party is due to take place on 23rd April at the Parish Centre.

2007/34 CLOSE OF MEETING:

The Chairman thanked everyone for attending and closed the meeting at 9.54pm

Signed.....
Chairman of Leisure Facilities and Open Spaces Committee

Date.....2007