

**MINUTES OF THE MEETING OF
THE LEISURE FACILITIES & OPEN SPACES COMMITTEE
HELD ON TUESDAY 17TH JULY 2007 AT 7.30PM
AT THE PARISH CENTRE LOCKLEYS DRIVE WELWYN**

Present: Councillor M Benson (Vice-Chairman) and Councillors S Butler, H Hughes, L McLusky and J Roper

In attendance: R Findlay (Clerk to the Council), J. Lewis (Office Administrator), J Quinton (Head Groundsman), R. Hill (Disabled Cricket) and J Wardley (Welwyn Allotments Association).

Apologies: Cllr. J Blackburn (holiday) and C Wright (Welwyn Allotments Association)

2007/64 Welcome.

In the absence of Cllr Blackburn, Chairman, the Chair was taken by Cllr Benson, the Vice Chairman. Cllr Benson then welcomed everyone to the meeting.

2007/65 Declarations of Interest. There were none.

2007/66 Minutes of the Committee meeting held on 19th June 2007.

The Minutes were agreed as a true and accurate record by the Committee. The minutes were then signed by the Chairman.

2007/67 Urgent Business- Installation of synthetic cricket pitch at the Playing Fields at Ottway Walk Welwyn.

At this juncture it was agreed to suspend the Council's Standing Orders to enable Mr Hill to address the meeting.

Mr Hill explained that he would like the Council to consider donating £625 towards an synthetic Cricket Pitch and that it be placed next to the Cricket Square at Ottway Walk as time was at the essence he needed an answer from the Parish Council as the funding of £7,000 would be soon be withdrawn.

At this juncture the Committee agreed to reinstate the Council's Standing Orders.

The Committee **agreed** that the Clerk be asked to place this item as an agenda item for the next meeting of the Full Council for consideration of the installation of a synthetic cricket pitch at the Playing Fields and Welwyn Parish Council makes a contribution of £625.00

2007/68 Matters arising from Minutes of the Committee meeting held on 19th June 2007

Allotment marker.

The Clerk reported that the markers had been installed. Mr Wardley reported that the Allotments Association considered the markers provided a much-needed and effective method of plot identification.

Pipe at Allotments.

The Clerk reported that Thames Water had agreed to replace of anti-vandal grills on their sewerage pipes but they were unable to give any indication of when this work would be done.

Report to the Chairman of the Allotments Association regarding Budgeted expenditure differences.

The Clerk reported that she had written a letter of explanation to Chris Wright, Chairman of the Allotments Association, and had received no further comments.

White Horse Public House and owner/occupier of 24 Mill Lane.

The Clerk reported she had not receive replies from either the publican/manager of neither the White Horse nor the owner/occupier of 24 Mill Lane but she had noted that building work had commenced at 24 Mill Lane and she would contact the owners once the work had been completed.

Meeting with John Swift, St Mary's Church Warden.

The Clerk reported she had requested some suitable dates for the meeting from Mr Swift but no reply had been received.

Cemetery Walkabout update.

The Clerk had nothing to report on this item and would provide an update at the next meeting of the Committee.

2007/69

Allotment issues raised by the Allotments Association.

John Wardley addressed the meeting. It was **agreed** that a notice showing the 'Skip Timetable' would be removed from the High Street notice-board.

It was **agreed** that the Clerk be asked to place a notice on the vehicle gate leading onto the allotments from Lockleys Drive asking plot holders to "Please Close the Gate".

The Clerk **agreed** to place a notice on the gate on Lockleys Drive advising that only plot holders had access to the allotments.

It was **agreed** that the judging of the Allotments takes place on Sunday 29th July 2007 at 11.30am.

2007/70

Welwyn Bowls Club signage.

It was **agreed** to accept the revised draft sign, wording and appearance.

2007/71

Scout HQ Lease.

The Committee duly noted the comments in the correspondence received from the Council's solicitor.

2007/72

Variations of Licence for Civic Centre.

The Clerk reported on the variations to the Entertainment Licence. It was **agreed** that The Clerk proceed with the application.

2007/73

Budget Items for 2008-2009.

The Clerk reminded the Committee that they should now be considering budget items for 2008/2009. It was agreed that Councillors should send their proposals in writing to the Clerk no later than one week before the next Committee meeting to enable he to include them on the agenda.

- 2007/74 Five year plan.**
The Clerk asked Councillors that any proposal they wished to have considered for inclusion in the plan be sent to her office in writing no later than one week before the next Committee meeting to enable her to include them onto the agenda.
- 2007/75 War Memorial.**
The Clerk reported that Welwyn Hatfield Borough Council had repaired the bench at the War Memorial and was properly secured. She also reported that the bench needed renovating and she would try to find out if it was the Borough Council's responsibility.
- The Clerk reported she was seeking professional advice to have the War Memorial cleaned.
- Cllr. Butler reported that the Digsweil War Memorial was in good condition.
- 2007/76 Christmas Lights.**
It was **agreed** that The Clerk be asked to look for similar lights and get some quotes.
- 2007/77 Website.**
The Clerk reported that the Council's contract with Mike Saunders had ended and that she was looking for another professional contractor and hoped to have some website examples for consideration at the next Committee meeting.
- 2007/78 Parish Council Guide.**
It was **agreed** that a new issue of the guide needed to be produced and a Working Party is to be set up. The Clerk was asked to make enquiries of suitable publishers.
- 2007/79 Working Party reports.**
Youth working party. Cllr Roper gave a verbal report to the Committee. He reported he had meetings with suppliers of Skateboard equipment. The Clerk was asked to try to obtain quotations.
- At this juncture the meeting was adjourned for 10 minutes to allow Clerk to attend to an emergency which has arisen.*
- Civic Centre working party.**
Cllr. McLusky gave a verbal report to the Committee. The Clerk was asked to update the previous survey of the Civic Centre.
- The Clerk was asked to check on the provision of emergency lighting in the Library and Health Centre.
- Cleaner Villages working party.**
Cllr Roper gave a verbal report on the litter pick in Welwyn.
Cllr. Hughes gave a verbal report on the litter pick in Oaklands/Mardley Heath
Cllr. Butler gave a verbal report on the litter pick in Digsweil.
- It was reported that everything went well. It was agreed that they would need pictures of the Japanese Knot weed for identification purposes for future use.

EXEMPT BUSINESS.

Under section 100A (4) of the Local Government Act, the Chairman of the Meeting excluded the public and accredited representatives of newspapers from the meeting at this point on the grounds that it involved the likely disclosure of exempt business as defined in Part 1 of Schedule 12A of the Act by virtue of the paragraph specified against the item.

2007/80 Civic Centre Update.

The Clerk presented a confidential written report to the Committee of the meeting earlier that morning, between the Clerk, Chairman of Finance, Cllr. Skidmore and the Council's Solicitor.

2007/81 Close of meeting.

The Chairman of the meeting closed the meeting at 10.02pm due to the emergency during the meeting.

Signed:.....

Chairman, Leisure Facilities & Open Spaces Committee

Date 21st August 2007.