

**MINUTES OF A MEETING OF  
THE LEISURE FACILITIES & OPEN SPACES COMMITTEE  
HELD ON TUESDAY 16<sup>TH</sup> OCTOBER 2007 AT THE PARISH CENTRE  
LOCKLEYS DRIVE WELWYN COMMENCING AT 7.30PM**

**PRESENT:** Councillor J Blackburn (Chairman) and Cllrs. M Benson, S Butler, I Colpitts, H Hughes, L McLusky and J Roper.

**IN ATTENDANCE:** R Findlay (Clerk to the Council), J Lewis (Office Administrator) J Quinton (Head Groundsman) and T Edwards (Welwyn Garden City Cricket Club)

**APOLOGIES:** John Wardley, Welwyn Allotments Association)

**2007/113      DECLARATIONS OF INTEREST:** None were made

**2007/114      MINUTES OF A MEETING OF THE COMMITTEE HELD ON 18<sup>TH</sup> SEPTEMBER 2007**

Subject to amendment, adding the apologies the Clerks absence (holiday), the Minutes were then **agreed** as a true and accurate record and duly signed by the Chairman.

**2007/115      MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE COMMITTEE HELD ON 18<sup>TH</sup> SEPTEMBER 2007**

**Report on the meeting with John Swift, St Mary's Churchwarden.**  
The Chairman presented a written report on this meeting.

*At this juncture, Cllr Benson arrived at the meeting and gave her apologies (7.35pm)*

The Clerk was requested to obtain a copy of the survey produced by the Church's architect, regarding the Churchyard wall. The Clerk will then arrange a meeting with the Cllrs Roper and Blackburn.

**Heritage Posts update.**

There had been a meeting but the notes of the meeting were not circulated in time to be discussed at this meeting.

After advice from the Clerk, it was agreed that this item would be put onto the agenda for the next meeting.

**War Memorial cleaning.**

The Clerk reported that cleaning work had commenced on the War Memorial and that subject to favourable weather the work would be completed by Remembrance Sunday 2007.

**Website update.**

The Clerk presented her report and reported on a meeting she had had with Iain Ferguson who was to design the new website for the Council. The Committee was asked to send any other ideas to the Clerk.

**2007/116 WELWYN GARDEN CITY CRICKET CLUB.**

*At this juncture it was agreed to suspended Standing Orders to allow Terry Edwards, Chairman of Welwyn Garden City Cricket Club to address the Committee.*

*The Chairman thanked Mr Edwards and Standing Orders were reinstated*

It was **Resolved** that the Council, in principle, grant a leasing agreement to Welwyn Garden City Cricket Club to allow the use of the cricket pitch at the Playing Fields at Ottway Walk, Welwyn.

The Clerk presented a draft leasing agreement for the Committee's consideration.

It was **Resolved** that the leasing agreement run for a period of ten years with an annual review by the Committee and to amend the draft agreement to show that it is to be signed by the Chairman of Welwyn Garden City Cricket Club.

*At this juncture, Mr Edwards Thanked the Committee and left the meeting.*

**2007/117 ALLOTMENT MATTERS FROM THE ALLOTMENT ASSOCIATION AND THE COMMITTEE.**

The Clerk reported that no matters had been raised by the Allotment Association.

**Future inspections.**

The Clerk reported that the Council's staff are to keep written reports and photographic evidence when completing plot inspections.

and that tenants who failed to work their plots and keep them weed-free would receive two warning letters before any tenancy was terminated

**Allotment skips.**

The Clerk reported that the current rota for rubbish skips was insufficient and that she would be arranging the supply of additional skips at short notice during 2008.

**Vandalism.**

The Office Administrator reported on two recent cases of vandalism to the Allotment water tanks and plots-holders' fruit cages and that both cases had been reported to the Police.

**Drainage pipe.**

The Clerk reported that no work had yet been done by Thames Water to this pipe.

**White Horse Public House.**

The Clerk reported she had not received a reply from the Licensee regarding the overgrown trees and consequent damage to the Council's wall.

It was **agreed** that the Clerk write a final letter to the Licensee advising him that unless the matter was attended to the Council would then take legal

action.

#### **Tree on Allotments.2007**

The Clerk reported that a letter had been received from the tenant of plot W17D asking that a neighbouring oak tree be pruned back. It was **agreed** that The Chairman and Clerk inspect the tree and report back to the Committee.

#### **2007/118 KICKWALL.**

The Clerk reported that she had received a quotation for the supply and erection of the Kickwall from Monster Play Systems for £4,694.13 inclusive of VAT. The Clerk also reported she was seeking an additional quotation from Real Sports & Leisure.

#### **2007/119 LONDON ROAD.**

The Chairman reported that Hertfordshire Highways had commenced work on repairs and reinstatement to the bank and pavement on London Road between Prospect Place and Broomfield Road.  
The Clerk reported on a meeting she had had with officials of Hertfordshire Highways regarding various road repairs and upgrades in the Welwyn area.

#### **2007/120 DIGSWELL PLAYING FIELDS.**

The Clerk reported on an email from Geoff Sampson of Welwyn Hatfield Borough Council regarding any negotiations over the management of Digswell Playing Fields. The Clerk reported that the email contained several factual inaccuracies on the part of the Borough Council and that she had replied detailing more recent correspondence that the Borough Council appeared unaware of.

#### **2007/121 BUDGET BIDS.**

The Clerk presented a written list of repairs to the Civic Centre.  
It was **agreed** that the Civic Centre Working Party be asked to meet and prioritise and cost the various items of work.  
*At this point, the Chairman suspended Standing Orders to allow the Head Groundsman to address the meeting.*  
*Following that the Chairman then reinstated Standing Orders.*  
It was **agreed** that the Committee would prioritise the following as 1<sup>st</sup> priority: supply of two sets of new football goalposts, supply of new dog waste bin at the Playing Fields, supply of new litter bin at Ottway Walk  
It was **agreed** that the Committee would prioritise the following as 2<sup>nd</sup> priority: supply of new benches for Ottway Walk.  
It was **agreed** that the Committee would prioritise the following as 3<sup>rd</sup> priority: repair and resurfacing of Ottway Walk Car Park  
It was **agreed** that the Committee would prioritise the following as 4<sup>th</sup> priority: supply of new speed restriction and warning signs for Ottway Walk.

The Clerk was asked to obtain alternative quotations for the supply of machinery requested by the Head Groundsman.

#### **2007/122 CLOSE OF MEETING.**

The Chairman thanked everyone for the attendance and closed the meeting at 10.10pm

Signed:.....

Chairman, Leisure Facilities & Open Spaces Committee

Dated: 20<sup>th</sup> November 2007.