

**YOU ARE HEREBY SUMMONED TO ATTEND
A MEETING OF THE
LEISURE FACILITIES AND OPEN SPACES COMMITTEE
TO BE HELD ON
MONDAY 11th JANUARY 2010
IN THE PARISH CENTRE, LOCKLEYS DRIVE, WELWYN.
COMMENCING AT 7.30PM**

Any member of the electorate is welcome to attend the meeting.

AGENDA

1. APOLOGIES

2. DECLARATION OF INTERESTS

3. MINUTES OF THE MEETING HELD ON 9TH NOVEMBER 2009.

Minutes attached

APPENDIX 1

4. MATTERS ARISING FROM THE MINUTES OF 9TH NOVEMBER 2009.

5. CEMETERY

Weal Architects have been employed to produce working drawings, a specification and advice on appropriate building contracts in order to obtain competitive quotations, for a total cost of £ 900 plus VAT. Report of progress to date.

6. SECURITY ISSUES

6.1 A grant to cover the cost of removing the steps and the low wall at the side of the Pavilion and to install a sloping roof to the electricity box for a total cost of £ 1,200 are being sought from the Police Authority.

6.2 Two free standing signs have been ordered to position at the entrance to Ottway Walk and on the green area in front of the Whitehill Centre and are to be installed shortly

7. CIVIC CENTRE

7.1 The Chairman to report on the meeting with Grant Shapps MP

7.2 Welwyn Hatfield Borough Council's (WHBC) permission to repair the roof leaks of the Civic Centre using a felt overlay system has been sought.

7.3 Acting Clerk to report on the investigation into the leaks in the boiler room.

8. WELWYN ALLOTMENTS ASSOCIATION

8.1 The WAA AGM is being held on Friday the 26th February commencing at 8pm and will be followed by light refreshments

8.2 Notes of the Inspection which took place on the 15th November 2009 attached as

APPENDIX 2

9. NOTICE BOARD AT OAKLANDS

Quotations are being sought to replace the Oaklands Notice board with a larger board to enable use by the Council and the Community.

10. WELWYN BOWLING CLUB RENT REVIEW

A review of the Welwyn Bowling Club rent is being undertaken. Report by the Acting Clerk

11. ST MARY'S CHURCH WALL

Albion Building Surveyors has met several members of St Mary's church in order to obtain permission to repair/re-build the church wall which in some cases is very near old grave stones. However the church representative has advised it could take three months to obtain the necessary permissions. In the interim the Surveyor has requested that improvements are made to the safety barrier/warning in front of the wall adjacent to the Public House which is in a precarious state.

The Structural Engineer's report is attached as

APPENDIX 3

The report recommends 80 metres of new walling and special piled foundations. In order to design the foundations the engineer wants a subsoil investigation to be undertaken. This involves three boreholes being drilled in the churchyard and then the bearing capacity of the soil can be determined. The Church representative wants detailed information on the depth of the foundations and this is only possible if the soil investigation is carried out. This work has been completed, report awaited.

The Church representative wants the absolute minimum of mechanical plant used on the work which could mean the project has to be completed using hand digging which will be costly. The Church representative also wants the walls replicated so the existing bricks and copings are to be re-cycled wherever practicable.

As several residents of St Mary's Close are to be affected a letter explaining the proposed works is to be delivered to all houses abutting the wall.

Minutes of a meeting with representatives from the Church attached as

APPENDIX 4

12 REVIEW OF CEMETERY CHARGES.

Existing charges detailed below:-

Burial	Grant of Right	£ 225
Garden of Remembrance	Grant of Right	£ 165
Headstone and /or Inscription fee		£ 65
Burial of Ashes	Existing Grave	£ 85
Burial of Ashes	Garden of Remembrance	£ 55
Preparation of Opening of Grave		£ 240 (standard coffins only)

13 REVIEW OF TENNIS CLUB AGREEMENT

Copy attached as

APPENDIX 5

14 DIGSWELL PLAYING FIELDS

Report by the Chairman

15 CLOSE OF MEETING

Anita S Pack

Acting Clerk to the Council