

**YOU ARE HEREBY SUMMONED TO ATTEND
A MEETING OF THE
LEISURE FACILITIES AND OPEN SPACES COMMITTEE
TO BE HELD ON
MONDAY 8th FEBRUARY 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 11th JANUARY 2010.

Minutes attached

APPENDIX 1

4. MATTERS ARISING FROM THE MINUTES OF 11TH JANUARY 2010.

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 is being sought from the Police Authority.

6.2 Two free standing signs have been erected at the entrance to Ottway Walk and on the green area in front of the Whitehill Centre.

7. CIVIC CENTRE

7.1 Meeting. A meeting has been arranged between the five Welwyn Hatfield Borough Councillors who represent the Welwyn Parish and Welwyn Councillors and is to take place on Friday 26th February commencing at 4pm.

7.2 Roof Repairs. Welwyn Hatfield Borough Council's (WHBC) permission to repair the roof leaks of the Civic using a felt overlay system has been received. **APPENDIX 2**

Specification for re-roofing and roof repairs attached as

APPENDIX 3

Quotation to complete all works as detailed in Appendix 1 at a cost of £ 3,600 attached as

APPENDIX 4

7.3 Boiler Room. Investigations into the flooding of the boiler room concluded that the pipework was very badly blocked. A tanker had to be brought on site to remove 1 ton of silt from the pipework. The pipe work leads to two soak-a-ways which are also clogged up with silt. It is recommended that as no further flooding has occurred, the boiler room be monitored and no further work conducted at this time.

8. WELWYN ALLOTMENTS ASSOCIATION

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

9. NOTICE BOARD AT OAKLANDS

Quotations to replace the Oaklands Notice board with a larger board to enable use also by the community has been sought.

Greenbarnes Ltd

To provide a two bay noticeboard as detailed in the quotation, £ 1,558.38

To colour fill engraved lettering	44.65	
Self sealing pin board upgrade	71.92	
Total cost	£ 1,674.95	APPENDIX 5

To provide a three bay noticeboard	£ 2,268.14	
To colour fill engraved lettering	44.65	
Self sealing pin board upgrade	107.88	
Total cost	£ 2,420.67	APPENDIX 6

WDS Signs Ltd

To provide two bay notice board	£ 1,570.00	
To provide three bay notice board	£ 1,995.00	APPENDIX 7

Signet Signs Ltd.

Report to follow

10. WELWYN BOWLING CLUB RENT REVIEW

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

10.2 The Bowls Club request approval under the terms of the Clubs lease with WPC dated 8th January 1990, for the Club to replace the Green Keepers Shed with a slightly larger building to accommodate all of the Club's green keeping machinery and provide drainage to eradicate ingress of ground and surface water. Plans will be available to view in the Parish Office and will be on display at the Committee meeting.

APPENDIX 8

11. ST MARY'S CHURCH WALL

St. Mary's Church Wall Refurbishment/rebuild Interim Report attached as **APPENDIX 9**

To be proposed by the Chairman, Councillor McLusky,

“ that John Evans be employed as the CDM Co-ordinator to oversee the rebuild/refurbishment programme of St. Mary's church walls at a cost of £ 500.”

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)

A review of charges made by other Councils has been undertaken. Report by the Acting Clerk.

13 REVIEW OF TENNIS CLUB AGREEMENT

The Tennis Club have been requested to provide details to include financial information re the letting of Parish Council owned tennis courts to the general public as specified in the agreement. Response awaited.

14 DIGSWELL PLAYING FIELDS

14.1 Finesse Leisure Partnership (FLP) have been requested to provide a schedule of work and the estimated cost of what is required to bring the football pitch back to playing standard. Response awaited.

14.2 A meeting was held with the Contract Manager of FLP to discuss the provision of a team leader to head up a group of 'friends' to clear shrubbery along and around the river bank. Councillor Butler and Neville are to organise a Public Meeting when residents, Parish Council members, Digswell Residents Association co-ordinators, Village Hall and Tennis Club representatives and parents of youngsters with an interest in the Playing Fields can discuss these plans.

APPENDIX 10

15 PROPOSED YOUTH CLUB

A Youth Sub-Committee meeting was held on Thursday February 4th. Report by Councillor I Colpitts.

16 WELWYN FESTIVAL WEEK 18TH – 27TH June 2010

To consider installing Christmas lighting in the village centre during Festival week as well as bunting. Report by Councillor McKay

17 CLOSE OF MEETING

Anita S Pack
Acting Clerk to the Council