

**A MEETING OF THE
LEISURE FACILITIES AND OPEN SPACES COMMITTEE
TO BE HELD ON
MONDAY 8th MARCH 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 8TH FEBRUARY 2010.

Minutes attached

APPENDIX A

4. MATTERS ARISING FROM THE MINUTES OF 8TH FEBRUARY 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

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.

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. List of attendees attached as **APPENDIX B**
- 7.2 **Roof Repairs.** The roofing contractor has been advised to complete patching of the flat roofs and to repairs to the copper pitched roof to include repairs to concealed guttering. The repairs to the flat roof are temporary and a full repair to be undertaken with the renovation works in the summer. The copper roof repairs should resolve the problems being experienced and should not require any further work. Report by the Acting Clerk.
- 7.3 **Use of the small committee room twice a week by the Community Police Constable (PC) B Satchfield.** PC Satchfield requests permission to use the small committee room in the Civic Centre one morning a week for two hours and one evening a week for two hours. Also permission to install a pin board and store a stack for leaflets. There is availability to accommodate this request. Report by PC Satchfield to follow.

8. NOTICE BOARD AT OAKLANDS

Greenbarnes Ltd are to provide a two bay noticeboard with colour filled engraved lettering and a self sealing pin board at a total cost of £ 1,674.95

An application has been made for 50% grant aid towards this project from the Locality Budget of Hertfordshire County Councillor Richard Smith. Richard has advised this project would be considered however the Locality Budget is being operated in a different way in the 2010/2011 year. All application will be considered together in the summer rather than on an ad hoc basis as applications are made.

9. WELWYN BOWLING CLUB RENT REVIEW

The Bowls Club have advised they consider the valuation has not made allowances for the fact the existing club house has been enlarged and improved by the Bowls Club since the lease was granted. This could reduce the rental charge of the lease. Following discussion with Brown and Lee

Chartered Surveyors, a meeting is to be held between Brown and Lee Chartered Surveyors and the Bowls Club on site to resolve this issue. The Parish Council also gave a grant to the Bowls Club in 1989 towards the renovation of the Club House. Investigations are being conducted to ascertain the amount of this grant. The Acting Clerk to report on progress to date.

10. ST MARY'S CHURCH WALL

Progress report - St. Mary's Church Wall project attached as

APPENDIX C

11. 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)

National Association of Local Council's Level of Burial Fees (England) attached as **APPENDIX D**

A copy of the fees charged by Ashwell Parish Council are attached as

APPENDIX E

12. 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. A meeting with representatives from the Tennis Club is also being arranged. Report by the Acting Clerk.

13. PROPOSED YOUTH CLUB

A Youth Sub-Committee meeting is to be held on Thursday 4th March 2010 in the Parish Centre.

Report by Councillor McLusky

14. WELWYN FESTIVAL WEEK 18TH – 27TH June 2010

Provision of Bunting in the village centre during Festival Week. Approximately 720 metres of bunting would be required to erect in the High Street, Codicote Road and Church Street.

To purchase red, white and blue plastic bunting, suitable for outdoor use would cost £ 112.50. To erect and dismantle the bunting would cost approximately £ 350. There could be an extra small charge if fixings have to be provided. **Total provisional cost £ 462.50**

15. WELWYN PLAYGROUD SUPPORT GROUP (WPSG)

A group of residents have formed the WPSG and are actively fund raising to replace the play equipment at the Whitehill Centre and the equipment on the Ottway Walk playing fields. Their aim is to raise £ 100,000. Report from WPSG attached as **APPENDIX F**

The WPSG request a grant of £ 150 to enable them to open a bank account and to pay pitch fees for a stall at the Welwyn Festival.

16. DIGSWELL OPEN SPACE

APPENDIX G

A piece of land in Digswell, which is a popular local open space with paths leading to Welwyn and Oaklands, has come up for sale. There is no planning permission, and building would be unlikely as the land is closely adjacent to the railway line north from Welwyn North Station. It is being offered to residents with properties backing on to the area - but appears to be separated from them by a footpath and the land above the tunnel. Report by Councillor Butler.

17. CLOSE OF MEETING

Anita S Pack

Acting Clerk to the Council