

**MINUTES OF THE MEETING OF THE  
LEISURE FACILITIES & OPEN SPACES COMMITTEE  
HELD ON TUESDAY 18 MARCH 2008.  
IN THE PARISH CENTRE LOCKLEYS DRIVE WELWYN  
COMMENCING AT 7.30PM**

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

**APOLOGIES:** R Findlay (Clerk to the Council) and J Lewis (Office Administrator)

**2008/26 OPENING THE MEETING**

The Chairman welcomed all present and opened the meeting.

**2008/27 DECLARATIONS OF INTEREST**

None.

**2008/28 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON  
19 FEBRUARY 2008**

**24 Mill Lane.** The Clerk's action was still outstanding.

**Anti-vandal grills.** The Clerk has written to Thames Water and has received no reply. John Lewis has subsequently sent an email to them but no reply has been received.

**Pavilion Signage for Disabled Access.** This had been ordered.

**Letter from Mrs Wonacott/Meeting with Police representatives.** Cllr Blackburn had arranged a meeting with Ward Constable of the PSCO for 11.00 am on 27 March at The Spinney at Ottway Walk. The meeting agreed it was essential to establish the owner of this land before the 27 March and Cllr Blackburn agreed to call on the owner of The White House to verify this.

**Registering of Parish Council Land.** The Clerk has this in hand.

**Playing Field Notice Board.** Quotations were awaited.

**Car Park Resurfacing and Bay Lining.** Quotations were awaited.

**2008/29 ALLOTMENT ITEMS.** None had been received.

**Plot 18b.** Cllr Blackburn reported that the tenant of Plot 18b was concerned about a tree that drains moisture from the plot so he and Cllr Skidmore had visited the plot. They observed that there were two trees and felt that the conifer should be removed. An allotment visit was scheduled for 30 March at 11.30 am when the Committee would assess the position.

**Allotment Association AGM.** Cllr Roper reported that several Councillors had attended the meeting and had been well received. He had congratulated them on their hard work.

- 2008/30 CHURCHYARD ITEMS**  
**Tree Removal.** Following receipt of the tree survey, the Clerk awaited quotations for tree removal.  
  
**Wall.** Quotations were awaited for dealing with the dangerously leaning wall.  
  
**Yew Hedge.** John Quinton had been asked to trim back the Yew hedge after the spell of cold weather as cutting it beforehand would destroy the hedge.
- 2008/31 CEMETERY ITEMS**  
**Tree Planting.** It had been identified in 2007 that new trees should be planted and this needed to be programmed in for the Spring. The Committee inspection on 20<sup>th</sup> May would be too late in the season to commence work. Cllr Blackburn would ask the Clerk to action this with John Quinton.
- 2008/32 SAFETY LIGHTING AT CIVIC CENTRE – CLINIC**  
The Committee agreed that fitting emergency lighting in the courtyard and covered passageway out of the building together with fitting a “Fire Exit” sign on the external door was essential work. Cllr Blackburn would ask The Clerk to check with the Caretaker that there were no implications in carrying out this work.
- 2008/33 KICK WALL UPDATE**  
Work had been delayed owing to late delivery of essential parts and would start on 31<sup>st</sup> March.
- 2008/34 NEW WEBSITE**  
Cllr Blackburn would forward the new website details to Councillors the following day and requested feedback to the Clerk as quickly as possible. The meeting agreed that Iain Ferguson should proceed with setting up the site and would recommend the Cllr Butler be appointed the web master. Once Cllr Butler was trained in maintaining the site, she should then undertake training a deputy to step on during Cllr Butler’s absence.
- 2008/35 WELWYN VILLAGE CLEANUP GROUP**  
Cllr Blackburn read a letter from a parishioner who proposed to form a Welwyn Cleanup Group who would meet once a month to pick up litter. The Clerk had agreed to provide equipment for the group to undertake their work safely. Additional “pickers” would be required for litter collection and Cllr Blackburn would ask the Clerk to order more stock in order to supply the group.
- 2008/36 FOOTPATH ACCESS – DANESBURY PARK ROAD TO THE CLOCK (emergency item)**  
Motorcycles had been using the footpath as the access gate was in poor repair. It had been suggested to the Clerk that a motorcycle inhibitor be built to replace this gate but the meeting disagreed. It was felt that a kissing gate would allow safe access for pedestrians with prams, or wheelchairs, or dogs. Cllr Blackburn would ask the Clerk to respond accordingly to the Countryside Access Officer.
- 2008/37 CLOSE OF MEETING.** The Chairman thanked attendees and closed the meeting at 8.52 pm.

Signed .....Chairman, Leisure Facilities & Open Spaces Committee  
Dated: 15<sup>th</sup> April 2008

