

**MINUTES OF A MEETING OF THE
LEISURE FACILITIES & OPEN SPACES COMMITTEE
HELD ON MONDAY 12th APRIL 2010
IN THE PARISH CENTRE, LOCKLEYS DRIVE WELWYN
COMMENCING AT 7.30 PM**

PRESENT: Cllr L McLusky, Chairman and Councillors M Benson, J Blackburn, S Butler, I Colpitts and H Ober

IN ATTENDANCE: A S Pack (Acting Parish Clerk)

APOLOGIES: Councillor B McKay

2010/051 **DECLARATION OF INTERESTS.** There were no Declarations of Interest.

2010/052 **MINUTES OF THE MEETING HELD ON 8TH MARCH 2010**

RESOLVED "that the Minutes of the Leisure Facilities and Open Spaces Committee meeting held on the 8 March 2010 be approved and signed"

Unanimously Agreed

2010/053 **MATTERS ARISING FROM THE MINUTES OF 8th MARCH 2010**

There were no matters arising

2010/054 **CEMETERY**

Replacement Waiting Room Project. Weal Architects have been instructed to produce working drawings, a specification and advice on appropriate building design in order to obtain competitive quotations, for a total cost of £ 900 plus VAT. Report of progress to be made in due course.

Notice Board. To replace the notice board to the same specification as the Oaklands notice board would cost £ 973.23. A quotation was circulated with the Agenda as Appendix 1

It was proposed by Councillor Blackburn, seconded Councillor Benson and

RESOLVED "that a replacement notice board for erection in the Cemetery be purchased from Greenbarnes Ltd for a total cost of £ 973.23.

Unanimously agreed

2010/055 **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.

2010/056 **CIVIC CENTRE**

Civic Centre Refurbishment. Specification for the refurbishment of the Civic Centre was circulated with the Agenda as Appendix B Three building companies are to tender for the work. Tender documents are to be sent out in April giving a three week period to submit quotations for the work. Sealed tender documents to be delivered to the Council in the middle of May 2010.

Working Party. It was agreed a Civic Centre Working Party who's Terms of Reference would be to aid the Acting Clerk in selecting floor coverings, wall colours; curtain fabric etc. would be elected at the next meeting.

2010/057 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 who advised this project would be considered. However, the Locality Budget will be operated in a different way in the 2010/2011 year. All applications will be considered together in the summer rather than on an ad hoc basis as applications are made.

2010/058 ST MARY'S CHURCH WALL

A meeting was held on Wednesday 7th April with representatives from St. Mary's Church, professionals involved in the project, Albion Building Surveyors and representatives from the Parish Council. Minutes of the meeting are attached as **APPENDIX 1**

A letter from Albion Building Consultants which was read out at the meeting is attached as **APPENDIX 2**

Further investigation is required into materials to be used to rebuild the rear walls which are not listed, but for health and safety reasons require urgent attention. The front, road facing walls do not pose a health and safety hazard and are presently not part of the scheduled works.

Report to be made at the next meeting.

2010/059 ADDITIONAL CHRISTMAS LIGHTING

To supply additional Christmas lighting to close up gaps in the lighting display in 2009 = £ 1,717.55. To erect the additional lighting would cost £ 1,750

Total additional cost £ 3,467.55. Quotations were circulated with the Agenda as Appendix C

It was proposed by Councillor Benson, seconded by Councillor Blackburn and

RESOLVED "that additional lighting be purchased, as detailed above, and erected with the existing Christmas lighting for a total cost of £ 3,467.55.

Unanimously agreed

2010/060 YOUTH SUB COMMITTEE MEETING

Councillor McLusky advised the Youth Sub-Committee meeting is to be held on the 21st April 2010 in the Parish Centre.

2010/061 DIGSWELL OPEN SPACE

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. A site meeting was held on the 30th March 2010. A Report by Councillor McLusky was circulated with the Agenda as Appendix D

Following discussion Councillor Butler agreed to investigate this matter further with the owner of the land and the Digswell Residents Association and to prepare a report for inclusion of a future Full Council Agenda.

2010/062 WELWYN ALLOTMENTS ASSOCIATION (WAA)

To undertake a topographical survey of the Allotment site and to produce a to-scale drawing would cost £ 550. A quotation was circulated with the Agenda as Appendix F The WAA loaned the Council the original map they had drawn up some years ago. The Acting Clerk to ascertain if this can be used as a blueprint for the new map.

2010/063 CODICOTE SPORTS AND SOCIAL CLUB

Requesting support for the replacement of the Codicote Sports and Social Club on the John Clements Memorial Playing Fields. Paperwork was circulated with the Agenda as Appendix F. Following discussion it was proposed by Councillor Blackburn, seconded by Councillor Benson and

RESOLVED “that the Parish Council fully support this project and wish the John Clements Sports and Community Centre every success. The Council however is not in a position to make a donation”.

Unanimously agreed.

2010/064 CLOSE OF MEETING.

The Chairman thanked everyone for attending and closed the meeting at 9pm.

Signed:.....

Chairman of the Leisure Facilities and Open Spaces Committee.

Date: 14th June 2010