

**MINUTES OF THE MEETING OF
THE LEISURE FACILITIES & OPEN SPACES COMMITTEE
HELD ON MONDAY 27th JUNE 2011
IN THE CIVIC CENTRE WELWYN
COMMENCING AT 7.30PM.**

PRESENT: Councillor L McLusky (Chair) and Cllrs. M Benson,
J Blackburn, B McKay and J Khan.

IN ATTENDANCE: A. Pack (Clerk to the Council)

APOLOGIES: There were no Apologies for absence

2011/032 ELECTION OF CHAIRMAN

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

RESOLVED "that Councillor Linda McLusky be elected Chair of the Leisure Facilities and Open Spaces Committee for the ensuing year".

Unanimously agreed.

2011/033 ELECTION OF VICE CHAIRMAN

It was proposed by Councillor McLusky, seconded by Councillor Khan and

RESOLVED" that Councillor Magdalene Benson be elected Vice-Chair of the Leisure Facilities and Open Spaces Committee for the ensuing year".

Unanimously agreed

2011/034 DECLARATIONS OF INTEREST.

There were no Declarations of Interest.

2011/035 MINUTES OF THE MEETING HELD ON 11th APRIL 2011

RESOLVED "that the Minutes of the Leisure Facilities & Open Spaces Committee meeting held on 11th April 2011 be approved and signed"

Unanimously agreed.

2011/036 MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 14th FEBRUARY 2011

There were no matters arising.

2011/037 ST MARY'S CHURCH WALL

A letter from Freeland Rees Roberts Architect setting out the scope of the Structural Engineer's recommendations and the scope of the accompanying repairs that the Architect recommends was circulated with the Agenda as Appendix 1.

Councillors Neville and McLusky and the Clerk are to meet with representatives from Freeland Rees Roberts Architects, the Structural Engineer, Andrew Firebrace

Partnership (AFP) and the Parochial Church Council (PCC) on Wednesday 29th June 2011 at 3.30pm in St Mary's Church grounds to discuss

- The scope of the proposals
- Archaeological implications
- DAC/Faculty issues
- Planning issues
- Tendering of the works specification
- Party Wall issues/liaison with neighbouring property owners
- CDM Regulations.

A report will be presented at the next meeting.

2011/038 PARISH PLANTERS

Welwyn Hatfield Borough Council (WHBC) has been advised the Council would like to site the planters as follows:

- Two at the top of the entrance steps to the Civic Centre:
- The third in Lockleys Drive, near the bungalows:

A map marking the location of each planter has been sent to WHBC. WHBC advised the planters are in stock however would suggest they are now delivered in time for autumn planting. This was agreed.

2011/039 WELWYN & DISTRICT BOWLS CLUB (WDBC) RENT REVIEW

The Council's Solicitors, Crane and Staples, received a letter from Welwyn and District Bowls Club on the 10th May 2011, a copy was circulated with the Agenda as Appendix 2.

Crane and Staples' response on the Council's behalf was sent on the 13th May 2011. A copy was circulated with the Agenda as Appendix 3.

Crane and Staples received a further two letter from WDBC on 24th May 2011, these were circulated with the Agenda as Appendix 4

WDBC has appointed a surveyor, David Bass of FBP Ltd based in Croxley Green, to negotiate with Brown and Lee Chartered Surveyors to establish whether a settlement in this matter could be reached.

The Council has agreed to this but has rejected their time constrained offer as detailed in correspondence above and will instead follow the lease agreement which was agreed by both parties.

A report will be made at the next meeting.

2011/040 WELWYN ALLOTMENTS

An inspection was undertaken of the Allotment site on Sunday 19th June 2011 to ascertain whether those allotment plots that were not being sufficiently worked on the 15th May 2011 had improved. A report was circulated with the Agenda as Appendix 5.

Councillor McLusky advised six plot holders had been requested to tidy their plots and two plot holders had their tenancy agreement terminated. A further inspection is to be undertaken in one months' time

2011/041 WHITEHILL PLAY AREA

Park Leisure grass seeded the Whitehill Play area following the installation of equipment the first week in April 2011. The Play area was officially opened on the 8th April 2011 but due to dry conditions the Play area remained closed. As the grass had not grown, parts of the Whitehill Play area were turfed on the 25th May 2011. Park Leisure paid for the grass to be watered for a ten day period. The Whitehill Play area was opened when the grass had established on the 14th June 2011 and is now well used. To turf part of the Whitehill Play Area cost £ 1,940. It was proposed by Councillor McLusky, seconded by Councillor Benson and

RESOLVED "that the payment of £ 1,940 to turf part of the Whitehill play area be ratified".

Unanimously agreed.

Welwyn Playground Support Group has requested that a sign is erected giving details of safe use of the area and at the request of the Police to state the times the area is open for public use. A copy of the draft sign was circulated with the Agenda as Appendix 6. The following alterations were agreed

- Delete the word 'old' at the end of the first sentence
- Add after the first sentence 'Children over the age of 8 may not use the equipment'
- Install separately a 'No dogs' standard sign and a 'pick up your litter sign'.
- Two signs to be erected the first with the regulations and information, the second sign detailing who funded the project.

2011/042 PROPOSED INSTALLATION OF A BIN AT THE HARMER GREEN BUS SHELTER

To consider funding the installation of a bin at the newly refurbished Harmer Green Bus Shelter at a cost of £ 489.00. WHBC would then empty the bin. Following discussion it was agreed to request WHBC put a request for a bin at this location on their waiting list.

2011/043 CEMETERY REGULATIONS

A copy of the existing cemetery regulations was circulated with the Agenda as Appendix 7

To agree the change of wording of Regulation (8) Receptacles for Flowers, to read as follows:

"Apart from approved monuments no mementos or other items shall be placed on graves without express prior written consent of Welwyn Parish Council.

30 days after burial the Council's staff will remove floral tributes from the grave and dispose of them unless a specific written request has been made to the Clerk for the tributes to be removed by the family.

Welwyn Parish Council reserves the right to remove or require the removal of any faded flowers, wreaths, vases, bottles, or ornamentation, without notice, if it is, in the Council's opinion, objectionable.

Glass shades, candles, halogen lamps and ornaments are not to be placed on any grave”.

Following discussion it was agreed all Councillors would forward their comments to the Clerk by the 27th July 2011. It was agreed however that “14 days after burial.... “ be changed to “30 days after burial.....”

The Head Grounds man to be requested to empty the bin near the waiting room on a regular basis and to remove the pile of rubbish accumulating at the far end of the cemetery

a In future whenever an application is made for a burial plot the applicant will be given copy of the Cemetery Rules and Regulations. A copy to be sent to Funeral Directors.

2011/044

PAVILION CLOCK

To consider replacing the clock on the Pavilion Tower as this is no longer in working order.

- Huck Cricket who sell a classic pavilion clock - 24" dia for £570
- Martin Berrill Cricket & Sports Supplies - 25" dia for £465
- E A Combs Ltd - outdoor pavilion clock 25" dia for £265.48p

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

RESOLVED “that the E A Combs Ltd outdoor pavilion clock be purchased at a cost of £ 265.48 and installed in the Pavilion Clock Tower”.

Unanimously agreed.

2011/045

CLOSE OF MEETING.

Councillor McLusky thanked all present and declared the meeting closed at 8.42pm

Signed:.....
Chair, Leisure Facilities & Open Spaces Committee.

Dated: 8th August 2011