

**MINUTES OF A MEETING OF
THE LEISURE FACILITIES & OPEN SPACES COMMITTEE
HELD ON TUESDAY 11th NOVEMBER 2008
IN THE PARISH CENTRE AT 7.30 PM**

PRESENT: Cllr Magdalene Benson (Chairman) and Cllrs J Blackburn, S Butler,
I Colpitts, L McLusky and John Roper

IN ATTENDANCE: Rebecca Findlay (Clerk)

GUEST: Borough Cllr. Mandy Perkins

The Chairman welcomed Borough Cllr. Mandy Perkins who had come to speak to committee members about the Borough Council's Community Chest.

The Community Chest (Appendix 1) is funding which Parish Councils and other groups within the parish can apply for help with a community project which would benefit members in the community.

After discussion, the Chairman thanked Cllr. Perkins on behalf of the Council for giving a detailed explanation of funding from the Community Chest.

The Chairman then opened the meeting at 7.47pm

2008/61 APOLOGIES:
All members were in attendance.

2008/62 DECLARATIONS OF INTEREST:
None

2008/63 MINUTES OF THE MEETING HELD ON 14TH OCTOBER 2008
Resolved, these were an accurate and correct record then duly signed by the Chairman.

2008/64 MATTERS ARISING FROM THE MINUTES OF 14TH OCTOBER 2008

- Thames Water Grill. The Clerk reported no further response has been received and this was still being chased up and the council are still ensuring the area is safe and secure.
- Update on tree planting: The Clerk told members that the Grounds man had collected the trees and they would be planted at the Cemetery on 12th November 2008.
- Signage to the playing field: The Clerk reported that was due to meet with an officer from Highways and would again raise matter of a sign being placed at the junction of London Road and Ottway Walk.
- Tree Survey at the Cemetery: The Clerk had previously circulated a copy of the report. The Clerk would report later in the proceedings as a decision would have to be made by the Committee.
- Quote for maintenance of old graves in the Cemetery. The Clerk would report on this later in the proceedings as a decision might have to be made by the Committee.
- Allotment splitting. The Clerk reported that there were no vacant plots available and there were six people on the waiting list. The two plots which had recently been rotivated had been split into two and another plot had been split due the plot holder not now being able to manage his large plot. The Clerk had notified the Allotment Association of the plots being split.
- Playing field. The Clerk reported that the litter and dog waste bins had been ordered as agreed in this year's budget.

2008/65

ALLOTMENTS

It was reported that the Allotment Association AGM would be held on Friday 28th February 2009 at 8pm in the Parish Centre. All members of the Council are invited. The Chairman of the Council

has been invited to again present the certificates and vouchers, on behalf of the Parish Council, for the best kept allotment plots at this meeting.

2008/66

WELWYN CEMETERY

Tree Report.

The Clerk had previously circulated copies of the Cemetery Tree Report. It was noted that some of the trees needed urgent attention.

Resolved, to look at the Tree Report in more detail, together with the Draft Management Plan at the next meeting.

Resolved, that trees T14, T17 and T18 work commences immediately.

Old War Grave in Welwyn Cemetery.

It was agreed that this should be looked into with the War Commission as soon as possible. The Clerk reported that to her knowledge there were more than one war grave in Welwyn Cemetery.

Resolved, Cllr. Colpitts would contact the War Commission for information and report back to Council.

Resolved, the Clerk would look in the old registers for the details of other War Graves.

Old Graves Maintenance.

The Clerk reported she had received two quotes from contractors and that they were both considerably expensive. The Clerk suggested that the maintenance of the old graves at the Cemetery be included in the tender document. The Clerk was soon to be inviting tenders for the grass cutting at the Cemetery and Churchyard.

Resolved, the maintenance of the old graves to be included in the tender document.

2008/67

BUDGET2009/2010

The Clerk reported that she had looked through the "Walkabout" reports and found no items to be included into the budget.

After discussion, it was agreed that the Committee further discuss the purchase of a Second-hand Mini Bus.

2008/68

CHURCHYARD

Quotes for repairs to the wall:

The Clerk again reported that she had received the two quotes but that another quote should be received later in the week.

Resolved, that the Chairman and the Clerk look at the quotes and report back at the next meeting.

2008/69

YOUTH WORKING PARTY REPORT.

The Committee discussed the Draft Terms of Reference and agreed that it needed to be more specific and there were too many actions for one Working Party.

There was some concern that all the members of the Leisure Committee were also members of the Working Party.

Resolved, that the Working Party stays with the original name of "Youth Working Party".

Resolved, that a meeting be arranged as soon as possible.

Resolved, that the only item on the agenda would be to agree and recommend the Terms of Reference for the Youth Working Party.

2008/70

CLOSE OF MEETING

The Chairman thanked everyone for attending and closed the meeting at 8.36pm.

Signed **Chairman, Leisure Facilities & Open Spaces Committee**

Dated 9th December 2008