

**MINUTES OF THE MEETING OF  
WELWYN PARISH COUNCIL  
HELD ON MONDAY 24<sup>th</sup> MAY 2010 AT  
THE PARISH CENTRE LOCKLEYS DRIVE WELWYN  
WHICH COMMENCED AT 7.45PM**

**PRESENT:** Councillor J Blackburn (Chairman) and Councillors M Benson, A Blackett, S Butler, C Hukin, R McKay, P Neville, H Ober and I Skidmore

**IN ATTENDANCE:** A S Pack (Acting Clerk to the Council)

**APOLOGIES:** Councillor I Colpitts and L McLusky

**PUBLIC PARTICIPATION:** No members of the public were present.

**OPENING OF THE MEETING**

The Chairman welcomed all present and opened the meeting.

**2010/038 DECLARATION OF INTEREST:**

There were no Declarations of Interest.

**2010/039 MINUTES OF THE COUNCIL MEETING HELD ON 10<sup>th</sup> MAY 2010.**

**RESOLVED**” that the Minutes of the Council meeting held on the 10<sup>th</sup> May 2010 be approved and signed”.

**Unanimously agreed.**

**2010/040 MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 10<sup>th</sup> MAY 2010.**

There were no matters arising

**2010/041 REPORTS OF COMMITTEES**

**Planning and Licensing Committee.** Councillor C Hukin Chairman of the Committee, presented a report of the meetings held on the 23<sup>rd</sup> February and 18<sup>th</sup> May 2010 and answered questions.

**2010/042 SPECIAL EXPENSES**

Response to the Council request for clarification was circulated with the Agenda as Appendix 1. Further clarification to be sought.

**2010/043 REVIEW OF RENTS RECEIVED FROM TENANTS OF COUNCIL OWNED PROPERTY**

**1. Welwyn and District Bowls Club Lease**

The Bowls Club advised they consider the valuation undertaken by Brown and Lee Chartered Surveyors, had not made allowances for the fact the existing club house had been enlarged and improved by the Bowls Club since the lease was granted. This could reduce the rental charge for the lease. Following discussion with Brown and Lee Chartered Surveyors, a meeting was held between Brown and Lee Chartered Surveyors

and the Bowls Club on site to resolve this issue. The Parish Council awarded a grant of £ 10,000 to the Bowls Club in 1989 towards renovation of the Club House which will also affect the valuation. Brown and Lee Chartered Surveyors revised report to include a revised valuation report plus the original valuation report were circulated with the Agenda of the Full Council meeting held on the 29<sup>th</sup> March 2010. Councillor Blackburn advised a meeting had been held with the Welwyn and District Bowls club and subsequently a letter had been received from the Bowls Club which was tabled and is attached as **APPENDIX 1.**

The Bowls Club had included a cheque for £ 1040 as payment for one year's rental. It was agreed this cheque would be returned as a rent had not been agreed.

Following discussion it was agreed that

- Brown and Lee Chartered Surveyors be requested to provide details of charges in the area for comparative facilities.
- The Bowls Club would be requested again to provide a copy of their latest audited accounts and details of their membership by postcode. Upon receiving this information the Council would set the rent for the next five year period.
- The Council will only negotiate a rent for the following five year period

## **2. Sports and Social Club Lease**

The Sports and Social Club Lease is due for renewal March 2010. The Sports and Social Club have agreed that Brown and Lee Chartered Surveyors undertake a professional valuation. Brown and Lee Chartered Surveyors have been instructed to undertake the valuation. Report to be made in due course.

**2010/044**

## **REVIEW OF STANDING ORDERS**

The National Association of Local Councils has forwarded a revised Model Standing Orders.

The Chairman and the Acting Clerk have undertaken a review of the document and proposed changes, highlighted in red on a revised copy of Standing Orders proposed revisions. This document was circulated with the Agenda as Appendix 2

However one significant change to Standing Orders is the ability for Council's to now receive Agenda's, to include all paperwork by email, as long as the 'three days clear' rule is adhered to. The 'three days clear' rule has changed and cannot now include a Sunday. The three days clear rule cannot

- include the day the Agenda is delivered, (Welwyn Parish Council(WPC) Wednesday)
- the day of the meeting (WPC Monday)
- Or a Sunday.

WPC deliver Agenda's on a Wednesday preceding the Monday meeting therefore currently comply with this rule

Following discussion it was agreed to provide all Councillor with a hard copy of Agenda's and Minutes and to also provide the same documentation in electronic form for a trial period of one year. The cost of both methods to be monitored over the year.

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

**RESOLVED** "that the revised Standing Orders be adopted".

**Unanimously agreed**

**2010/045 APPLICATION FOR GRANT AID**

Welwyn Anglo-French Twinning Association requesting grant aid with the 37<sup>th</sup> Twinning Week-End which is to take place 29<sup>th</sup>-31<sup>st</sup> May 2010. The Application was circulated with the Agenda as Appendix 3

It was proposed by Councillor Neville, seconded by Councillor Butler and

**RESOLVED** "that a grant of £ 500 be awarded to the Welwyn Anglo French Twinning Association".

**Unanimously agreed.**

**2010/046 LEADERSHIP AND MANAGEMENT GRANT**

An application for a Leadership and Management Grant to partially fund the beststarter Pack of Human Resource training to include the provision of HR documentation from beststart HR.had been made. The beststarter Pack costs £ 1,500 and the grant application is for £ 1,000 towards this cost. The Acting Clerk advised that the grant application had been successful

**EXEMPT BUSINESS**

**Under Section 100A (4) of the Local Government Act 1972 for the following items on the Agenda, the Chairman at this point excluded the public and accredited representatives of newspapers on the grounds that it involved the likely disclosure of exempt information as defined in Part 1 of the Act by virtue of the paragraph specified against the items.**

**2010/047 MINUTES OF THE COUNCIL MEETING (EXEMPT BUSINESS) HELD ON THE 26<sup>th</sup> APRIL 2010**

**RESOLVED**" that the Minutes of the Council Meeting (Exempt Business) held on the 26<sup>th</sup> April 2010 be approved and signed".

**2010/050 CLOSURE OF MEETING**

The Chairman thanked all present and declared the meeting closed 10.00pm

Signed.....Chairman, Welwyn Parish Council

Dated 21<sup>st</sup> June 2010.