

**MINUTES OF THE ANNUAL MEETING OF
WELWYN PARISH COUNCIL
HELD ON TUESDAY 10th MAY 2010 AT
THE PARISH CENTRE LOCKLEYS DRIVE WELWYN
WHICH COMMENCED AT 7.45PM**

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

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

APOLOGIES: There were no apologies

PUBLIC PARTICIPATION: No members of the public attended the meeting.

2010/051 OPENING OF THE MEETING

The Chairman welcomed all present and declared the meeting open.

2010/052 ELECTION OF CHAIRMAN

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

RESOLVED “that Councillor John Blackburn be elected as Chairman of the Council for the ensuing year”.

Unanimously agreed.

DECLARATION OF ACCEPTANCE OF OFFICE

Councillor John Blackburn then read out and signed his Declaration of Acceptance of the Office of Chairman for the 2010/11 municipal year.

2010/053 ELECTION OF VICE-CHAIRMAN

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

RESOLVED” that Councillor Peter Neville be elected as Vice-Chairman of the Council for the ensuing year”.

Unanimously agreed.

DECLARATION OF ACCEPTANCE OF OFFICE

Councillor Peter Neville then read out and signed his Declaration of Acceptance of the Office of Vice- Chairman for the 2010/11 municipal year

2009/054 CHAIRMAN’S ALLOWANCE FOR 2010/2011

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

RESOLVED “that the Chairman’s annual allowance remains unchanged at £ 250 for the 2010.2011 municipal year.

Unanimously agreed

2009/055 TO APPOINT MEMBERS TO SERVE ON THE COUNCIL’S COMMITTEES.

Following discussion it was proposed by the Chairman, seconded by Councillor Neville and

RESOLVED “that membership of the Council’s Committee’s and Working Parties be as follows

PLANNING AND LICENSING COMMITTEE

- | | |
|---------------|-----------------|
| Cllr C Hukin | Cllr P Neville |
| Cllr M Benson | Cllr H Ober |
| Cllr S Butler | Cllr I Skidmore |
| Cllr B McKay | |

LEISURE FACILITIES AND OPEN SPACES COMMITTEE

- | | |
|------------------|-----------------|
| Cllr L McLusky | Cllr I Colpitts |
| Cllr M Benson | Cllr B McKay |
| Cllr J Blackburn | Cllr H Ober |
| Cllr S Butler | |

FINANCE COMMITTEE

- | | |
|------------------|----------------|
| Cllr I Skidmore | Cllr C Hukin |
| Cllr J Blackburn | Cllr B McKay |
| Cllr S Butler | Cllr P Neville |
| Cllr I Colpitts | |

RECRUITMENT WORKING PARTY

- | | |
|-------------------------|------------------------------|
| Chairman of the Council | Vice-Chairman of the Council |
| Cllr M Benson | Cllr I Skidmore |
| Cllr C Hukin | |

POLICY AND RESOURCES COMMITTEE

Chairman of the Council and Chairpersons of Standing Committees

APPEALS COMMITTEE

Councillor A Blackett, C Hukin, L McLusky and H Ober

COMPLAINTS COMMITTEE

Chairman of the Council Cllr L McLusky
Cllr S Butler Cllr I Skidmore
Cllr I Colpitts

YOUTH SUB-COMMITTEE

Councillor I Colpitts Cllr M Benson
Cllr Butler Cllr L McLusky
Cllr B McKay

Andrew Gribble (Woolmer Green Parish Council) Police Constable Ben Satchfield, Mr John Roper, Ms M Pynn (Youth Connexions) and Andrew Brown (Welwyn Film Society))

The Chairman and Vice Chairman of the Council's Committees, Sub-committees and Working Parties to be elected at their respective first meeting.

2010/056 TO CO-OP MEMBERS OF THE PUBLIC TO SERVE ON THE COUNCIL'S WORKING PARTIES

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

RESOLVED that Mr Jon Green and Mr Ron Oxley, representing the Planning and Amenity Group be co-opted onto the Planning and Licensing Committee, and that Doctor Ober be co-opted onto the Planning and Licensing Committee as Tree Warden.

Unanimously agreed

2010/057 TO APPOINT MEMBERS TO SERVE ON OUTSIDE BODIES

Welwyn Road Safety Committee

Cllr I Colpitts

Twinning Committee

Cllr S Butler

Welwyn Festival Group

Cllr B McKay

Welwyn Hatfield Association of Local Councils Forum

Chairman of the Council and the Clerk

Welwyn Hatfield District, Parish and Town Council's Forum

All Councillors

Tenterfield School Governor

Chairman of the Council, Cllr John Blackburn

Oakland's Primary School Governor

Vacant

Councillor Blackburn to report this vacancy at the Annual Parish Meeting and to request a volunteer to fill this post, from the community.

Hertfordshire Association of Parish and Town Council's

Cllr P Neville

Welwyn United Charities

Cllr C Hukin and Cllr L McLusky

Welwyn Plan Action Group

Cllr I Skidmore

2010/058 DATES OF FULL COUNCIL AND COMMITTEE MEETINGS FOR THE 2010/2011 MUNICIPAL YEAR

A schedule of the dates of meetings, to include the Annual Parish Assembly and the Full Council Annual meeting was agreed by Full council on the 26th April 2010, details were circulated with the Agenda as Appendix 3

Full Council, Leisure Facilities and Open Spaces and Finance Committee meetings are to continue to meet on a Monday following the trial period 2009/2010.

2010/059 TO APPOINT THE INTERNAL AUDITOR FOR THE 2010/2011 YEAR

Following discussion it was proposed by Councillor Skidmore, seconded by Councillor Neville and

RESOLVED "that Auditing Solutions Ltd be employed to undertake the role of Internal Auditor for the 2010/2011 year.

Unanimously agreed

2010/060 BUDGET TIMETABLE FOR THE 2010/2011 YEAR

A schedule was circulated with the Agenda as Appendix 4

Following discussion it proposed by Councillor Skidmore, seconded by Councillor Neville and

RESOLVED "that the budget timetable as detailed in Appendix 4 of the Agenda be accepted."

Unanimously agreed.

2010/061 DECLARATION OF INTEREST

There were no Declarations of Interest.

2010/062 MINUTES OF THE MEETING HELD ON THE 26th APRIL 2010

RESOLVED “that the minutes of the Council meeting held on the 26th April 2010 be approved and signed”.

Unanimously agreed.

2010/063 MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 26th APRIL 2010

2010/033 Risk Assessments of Council owned properties. It was agreed that although the Parish Council are not responsible for the steps leading from the Whitehill Centre down into the village, a risk assessment would be undertaken and a report forwarded to Welwyn Hatfield Borough Council (WHBC)

2010/064 REPORTS OF COMMITTEES AND WORKING PARTIES

Planning and Licensing Committee. Cllr Hukin, Chairman of the Committee, presented a report of the meeting held on the 27th April 2010 and answered questions. It was reported that the officers of WHBC have recommended approval of application number N6/2010/0208/FP Four Oaks 1-4 Great North Road, Welwyn, however this application was ‘called in’ and is to be discussed by the WHBC Planning Committee on Thursday 13th May 2010. Councillor Skidmore is to attend the meeting and Councillor McKay will also attend if possible.

2010/065 CLOSE THE MEETING

The Chairman thanked all present and declared the meeting closed at 8.21pm

Signed.....Chairman, Welwyn Parish Council

Dated 24th May 2010.