

**MINUTES OF THE MEETING OF  
WELWYN PARISH COUNCIL  
HELD ON TUESDAY 27<sup>th</sup> MAY 2008 AT  
THE PARISH CENTRE LOCKLEYS DRIVE WELWYN  
WHICH COMMENCED AT 7.45PM**

**PUBLIC PARTICIPATION:** There were no members of the public wishing to speak to the Council.

**PROCEEDINGS OF THE COUNCIL MEETING**

**PRESENT:** Councillor J Blackburn (Chairman) and Cllrs M Benson, S Butler, I Colpitts, C Hukin, L McLusky, J Roper and I Skidmore.

**IN ATTENDANCE:** R Findlay (Clerk) and one member of the public

**APOLOGIES:** Cllrs P Neville (Holiday) and L. Page (Holiday)

**2008/54 WELCOME.** The Chairman welcomed all present and declared the meeting open.

**2008/55 DECLARATIONS OF INTEREST.** There were no declarations of Interest made.

**2008/56 MINUTES OF THE MEETING OF THE COUNCIL HELD ON 29<sup>TH</sup> APRIL 2008.**  
It was **RESOLVED** that these were a true and accurate record and they were signed by the Chairman.

**2008/57 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON TUESDAY 29<sup>TH</sup> APRIL 2008.**

- Chris Conway, Chief Planning officer WHBC – He sent his apologies for not being able to attend the Annual Parish Assembly but said he would attend next year subject to other commitments.
- Meeting with Grant Shapps MP – It was agreed that due to the holidays that a meeting would try to be arranged for some date after August.
- Digswell Footpaths – The Clerk reported that a letter had been sent but no reply had yet been received.
- Quality Status Presentation – The Clerk apologised that due to the problems concerning matters associated with the White Hill Centre she had not had time to put together the presentation and she would aim to have it ready for the July meeting when most members of the Council would be in attendance.

**2008/58 MINUTES OF THE MEETING OF THE COUNCIL HELD ON 6<sup>TH</sup> MAY 2008.**

Amendment to change minute number 2008/02:

“The Council thanked the outgoing Chairman, Cllr Roper for his to the Council”.  
Changed to, “The Council thanked the outgoing Chairman, Cllr Roper for his *great contribution* to the Council”.

Amendment to, add Cllr. I. Colpitts as a member of the Council’s Complaints Committee.

It was then **RESOLVED** that the minutes are a true and accurate record and they were duly signed by the Chairman.

**2008/59 MATTERS ARISING FROM THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON TUESDAY 6<sup>TH</sup> MAY 2008.**

Cllr. Hukin then addressed the Council in relation to his Declaration of Acceptance of office. He mentioned that he had heard a rumour, being spread around the Parish that he had become bankrupt and that his eligibility to stand as a Councillor was being questioned.

Cllr. Hukin assured Council that the rumour was totally untrue.

**2008/60**

**MAY REPORTS FROM COMMITTEES.**

**Planning & Licensing Committee.** Cllr Hukin, Chairman of the Committee, presented Minutes of meetings held on 6<sup>th</sup> May 2008 and answered questions.

Councillors mentioned that they were receiving too many emails in regard to planning matters and asked that they only be sent the regular weekly application list and notified of "Call in dates" which was before the next scheduled Planning Committee meeting.

It was agreed that all "Call in dates" would be checked by members of the planning committee and any observations from Councillors would be given directly to the Clerk.

The Clerk was asked to check when the application for the "Ford Garage" was to be heard at the Planning meeting of Welwyn Hatfield Borough Council. Subject to the date of the hearing Councillors Benson and Butler said they would both try to attend, Councillor Hukin said he would be able to attend if it was an evening meeting.

**Finance Committee.** Cllr Skidmore, Chairman of the Committee, presented Minutes of the meeting held on 13<sup>th</sup> May 2008 and answered questions.

It was agreed that the Leisure Facilities and Open Spaces Committee would look at the Council's Contractors in relation to the budget for 2009/2010

The Finance Committee recommended that the Council accepts the expenditure for April of £29,560.53

It was unanimously **RESOLVED** that the Council approved of the expenditure for the month of April 2008 totalling **£29,560.53** Gross

**Leisure & Open Spaces Committee** Cllr Benson, Chairman of the Committee, presented the Minutes of the meeting held on 20<sup>th</sup> May 2008.

It was resolved at the meeting that Councillor Benson is the Chairman and Councillor McLusky is the Vice Chairman of the Committee for the forthcoming year.

It was asked that as many Councillors as possible be involved in the "Cleaner Villages Week" for 2008/2009. The first meeting would be to establish the operation of the Working Party and how it will relate to other groups within the parish.

The first meeting is to be held in September.

The Youth Working Party is due to meet on 3<sup>rd</sup> July 2008 at the Parish Centre.

**2008/61**

**MATTERS ARISING FROM THE ANNUAL PARISH ASSEMBLY HELD ON 24<sup>TH</sup> MAY 2008**

The Council discussed the draft minutes of the meeting.

- It was agreed that the meeting was a success. It was agreed that the question put to the Council by Mrs F. Parson would be discussed under "Exempt Business"

later on the agenda, due to the delicate nature and ongoing discussions involving the White Hill Centre. The decision is recorded in a Confidential Minute.

- In relation to the question from Mrs J. Mitchell about dangers to pedestrians on Digswell Park Road, Digswell the Clerk was asked to contact the County and Borough Councils to bring the dangers and concerns to their attention.
- The Clerk reported that the Twinning Association thanked the Council for the donation to help with the arrangements for the visit from the French delegates.

They have also asked if the Chairman would give a short presentation and offered two free places for the dinner to be held on 6<sup>th</sup> June 2008. It was also hoped that other members of the Council would be attending the events which had been planned for the visitors.

As the Chairman, Cllr. Blackburn would be on holiday the Vice Chairman, Cllr. Benson and her Husband would be attending and Cllr. Benson would give a short presentation.

**2008/62**

**YEAR END ACCOUNTS 2007/2008**

**Statement of Accounts for 2007/2008**

The Council discussed the Clerk's Statement of Accounts for 2007/2008 which would be presented to the External Auditor.

It was proposed by Cllr. Colpitts and seconded by Cllr, Benson that the document be accepted by the Council. This was **Unanimously** agreed.

**Internal Auditor Report and Accounts for 2007/2008**

After discussion it was proposed by Cllr. Skidmore and seconded by Cllr. Butler that the report and accounts were an accurate representation of the last financial year be accepted by the Council. This was **Unanimously** agreed.

**Risk Assessment**

The Council asked if the computer s in the office were regularly backed up. The Clerk explained that all the computers were backed up and a copy was also kept off the premises for security.

It was proposed by Cllr. Colpitts and seconded by Cllr. Benson that the Council accept the Risk Assessment. It was **Unanimously** agreed. It was also agreed that the Council again review the Risk Assessments later in the year.

**EXEMPT BUSINESS**

**Under Section 100A(4) of the Local Government Act 1972 for the following items on the Agenda, the Chairman as 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.**

**2008/63**

**DEFERRED ITEM FROM EARLIER IN THE MEETING**

Mrs F. Parsons has asked the Council to consider extending the deadline for the close of the Montessori Nursery at the White Hill Centre.

After discussion, it was **Resolved** that the Council reject extending the date from 31<sup>st</sup> July 2008. The Council had already extended the agreed notice from one month to 3 months in making the original decision.

**2008/64**

**REQUEST FROM THE CLERK**

The Clerk had previously submitted a letter to the Chairman (copy attached), which had been copied and given to all members of the Council in regard into the actions of Ms Lucas, the welfare and credibility of the Clerk and also Ms Lucas's actions towards other members of the Council's staff.

The Clerk offered to leave the meeting so Council could discuss the Clerks request in private. The Council asked the Clerk to remain in the meeting in case they had any questions to ask of her.

All decisions made in relation to this item are recorded in a Confidential Minute.

On behalf of herself and the staff, the Clerk thanked the Council for their full support in this matter.

**2008/65**

**CLOSE OF MEETING.**

The Chairman closed the meeting at 9.26pm.

Signed:.....Chairman of the Council

Dated 24<sup>th</sup> June 2008