

**MINUTES OF THE MEETING OF  
WELWYN PARISH COUNCIL  
HELD ON MONDAY 25<sup>th</sup> OCTOBER 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, I Colpitts, C Hukin, B McKay, P Neville, L McLusky and I Skidmore

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

**APOLOGIES:** There were no apologies received.

**PUBLIC PARTICIPATION:** One member of the public was in attendance

**OPENING OF THE MEETING**

The Chairman welcomed all present and opened the meeting.

**2010/124 DECLARATION OF INTEREST:**

There were no declarations of interest.

**2010/125 MINUTES OF THE COUNCIL MEETING HELD ON 27<sup>th</sup> SEPTEMBER 2010**

**RESOLVED** that the Minutes of the Council meeting held on the 27<sup>th</sup> September 2010 be approved and signed.

**Unanimously agreed.**

**2010/126 MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 27<sup>th</sup> SEPTEMBER 2010.**

**Minute Number 2010/107 Proposed Parking Survey.** Councillor Skidmore advised the Parking Survey had taken place on the 13<sup>th</sup> October 2010. A report is awaited.

**2010/127 CASUAL VACANCY**

An application for Co-Option onto the Council had been received from Mr B Bryant. His resume was circulated with the Agenda as Appendix 1. As Mr Bryant was not present this matter was deferred to the next Full Council meeting.

**2010/128 REPORTS OF COMMITTEES**

**Leisure Facilities and Open Spaces.** . Councillor L McLusky, Chairman of the Committee, presented a report of meeting held on the 11<sup>th</sup> October 2010 and answered questions.

**Planning and Licencing.** . Councillor C Hukin Chairman of the Committee, presented reports of meetings held on the 21<sup>st</sup> September and 12<sup>th</sup> October 2010 and answered questions. **Minute Number 2010/127 Licencing.** Councillor Hukin advised this was an application from the Welwyn Tennis Club to extend their licence to enable the sale of alcohol to parts of their building which was not originally licensed. WHBC are not obliged to consult the Parish Council

on such applications, however, WHBC to be requested to consult the Parish Council in future, prior to a decision being taken

**2010/129 PROVISION OF PUBLIC TOILETS IN WELWYN.**

A report from Councillor McKay was circulated with the Agenda of the meeting held on the 27<sup>th</sup> September as Appendix 1. A quotation to repair the collapsed drains system of the toilets was circulated with the Minutes of the 27<sup>th</sup> September 2010.

The public toilets were provided and managed by Welwyn Hatfield Borough Council (WHBC) until the 1980's when due to spending cuts WHBC proposed to close the toilets. Welwyn Parish Council decided at this point to manage this facility and WHBC passed the freehold of the toilet plot to WPC.

Councillor McKay advised he had monitored use of the toilets and in a two hour period only one person used the facilities. Following discussion it was agreed to investigate use of toilet facilities by the public at business premises in the town, with a possible financial incentive from the Council. Councillor McKay offered to approach businesses in the village to discuss possible use of their facilities by the public. Following discussion it was agreed an introductory letter should be given to the businesses that are to be approached. Councillor McKay to draft a letter and forward this to the Clerk prior to visiting businesses.

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

**RESOLVED** "that the Council explore the possible use of toilet facilities for the public at commercial properties in the village".

**Unanimously agreed**

Progress report to be made at the next meeting.

**2010/130 CIVIC CENTRE**

An official opening ceremony of the newly refurbished Civic Centre is to be held on Saturday 11<sup>th</sup> December 2010 10am – 2pm.

The event is to be advertised in the Welwyn and Hatfield Times, on the Web site, and in the Digswell Newsletter. Welwyn Hatfield Borough Councillors who represent the parish of Welwyn to be invited to the event, as well as Herts County Councillor R. Smith and Grant Shapps MP. A meeting of the Working Party to be called to agree the programme of events.

**2010/131 APPLICATION FOR GRANT AID**

Hertfordshire Practical Parenting Programme Ltd requesting grant aid of £ 499. A detailed application to include copies of their current accounts was circulated with the Agenda as Appendix 2 Following discussion it was proposed by Councillor McLusky, seconded by Councillor Colpitts

"that Hertfordshire Practical Parenting Programme Ltd be requested to advise how many people from the Welwyn Parish had been referred to them".

**Vote: 4 For**

**5 Against**

**The motion was not carried**

The application was refused.

**BUDGET FOR THE 2011.2012 FINANCIAL YEAR.**

The budget for 2011.2012 is to be considered by the Finance Committee at the meeting being held on the 8<sup>th</sup> November 2010, and a recommended budget will be considered by Full Council on the 13<sup>th</sup> December 2010. However Full Council are requested this evening to decide whether the proposed projects should be included in the budget and to give guidance on the priority of the projects should there not be sufficient funds to include all of the projects listed. To consider the following items for inclusion in the 2010 – 2011 Budget

**1. WHITEHILL CHILDRENS PLAY AREA**

The Whitehill Childrens play area has been closed following a report from the Royal Society for the Prevention of Accidents (ROSPA), which advised the equipment was past its useful life.

The Welwyn Playground Support Group (WPSG) have raised £6,989 to date and have been awarded a further £ 7,917 from the WHBC Community Chest, subject to this being authorised by the Cabinet. A further grant application is being considered by Lafarge.

The Council have applied for £ 10,000 from the Awards for All Lottery budget and will be advised if this has been successful within 30 days.

Three quotations to replace play equipment were obtained and following public Consultation the WPSG selected the quotation from Park Leisure at a total cost of £ 51,689

Funding raised to date	WPSG	£ 14,906
	Welwyn Parish Council	£ 12,905
	<b>Total</b>	<b>£ 27,811</b>

The Council to consider funding a further **£ 23,878** should no further grants be received.

Following discussion it was proposed by Councillor Benson, seconded by Councillor McLusky and

**RESOLVED TO RECOMMEND** “that the Council fund the shortfall of £ 23,878 should no further grants be received”.

**Vote: 9 for  
1 against  
The motion was carried.**

This budget item was given top priority for funding in the 2011.2012 financial year. The Council congratulated the WPSG for raising funding towards this project.

**2. NOTICE BOARDS**

To consider replacing the Council notice boards at the following locations

Civic Centre A two bay notice board approximate cost	£ 1,700
Digswell A two bay notice board approximate cost	£ 1,700
High Street A three bay notice board approximate cost	£ 2,500

**Approximate total cost £ 5,900**

Following discussion it was proposed by Councillor Benson, seconded by Councillor McLusky and

**RESOLVED TO RECOMMEND** “that the following notice board be replaced:

Civic Centre A two bay notice board approximate cost	£ 1,700
Digswell A two bay notice board approximate cost	£ 1,700
High Street A three bay notice board approximate cost	£ 2,500
<b>Approximate total cost</b>	<b>£ 5,900</b>

**Unanimously agreed**

This budget item was also given top priority for funding in the 2011.2012 year as this is the public face of the Council in the community

### **3.SECURITY ISSUES**

To remove the steps and the low wall at the side of the Pavilion and to install a sloping roof to the electricity box for a total cost of £ 1,200 This area to be monitored over the next few months and the work completed as part of the refurbishment of the Pavilion in the 2011/2012 financial year.

### **4.CHURCH STREET AND DIGSWELL WAR MEMORIALS**

Following concerns expressed by Councillors about the need for remedial works to the Church Street and the Digswell War Memorials, an inspection was undertaken by MJS Conservation Ltd and their report was circulated with the Agenda of the meeting held on the 7<sup>th</sup> June 2010. Detailed description of the proposed work was tabled and is attached as **APPENDIX 1**

Renovation work to the Church Street War Memorial	£ 3,130 plus VAT
Renovation to the Digswell War Memorial	£ 1,760 plus VAT

The Clerk to investigate who owns the seat next to the Church Street War Memorial as youths congregate here are causing problems.

MJS Conservation Ltd to be requested to advise how long the remedial work will last and to advise if a maintenance schedule should be in place for future years.

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

**RESOLVED TO RECOMMEND** “that this item to be included in the budget for the 2011/2012 financial year”.

**Unanimously agreed.**

The Council have applied for a grant towards the above costs. A reply is awaited.

### **5. CEMETERY WAITING AREA.**

To demolish the existing building including removal of the asbestos in the roof will cost approximately £ 4,000, leaving the base in situ as a seating area.

To build a memorial wall and covered seating area at the top of the Cemetery approximate cost prior to obtaining quotation £ 10,000.

Following discussion it was agreed that the minimum of work should be undertaken in the Cemetery and that this budget item be given a low priority.

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

**RESOLVED TO RECOMMEND** “ that the existing building including the removal of asbestos in the roof be demolished leaving in situ the concrete base as a seating area.

**Unanimously agreed**

**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.**

**2010/133 MINUTES OF THE COUNCIL MEETING (EXEMPT BUSINESS) HELD ON THE 27<sup>th</sup> SEPTEMBER 2010.**

**RESOLVED**” that the Minutes of the Council meeting (Exempt Business) held on the 27<sup>th</sup> September 2010 be approved and signed”.

**Unanimously agreed.**

**2010/134 SPINDLEBURY COTTAGE**

**RESOLVED** “that the Council confirm that the area on which Spindlebury Cottage is situated has not been used as playing fields but has been a residence, built by the Parish Council in 1962 for the new Head Groundsman. The property is situated on land owned by the Parish Council.

The Council therefore formed the view that it was in the best interests of the Council to proceed with the sale without reference to Hertfordshire County Council, as they consider the condition` in the 1934 conveyance no longer applies to this part of the land being omitted from this clause in 1962”.

**RESOLVED** “that an Ex-gratia payment be made to the last tenant of Spindlebury Cottage of £ 6,500”.

**2010/135 CLOSE OF MEETING**

The Chairman thanked all present and declared the meeting closed at 8.55pm

Signed.....Chairman, Welwyn Parish Council

29<sup>th</sup> November 2010.