

**MINUTES OF THE MEETING OF  
WELWYN PARISH COUNCIL  
HELD ON MONDAY 26<sup>th</sup> OCTOBER 2009 AT  
THE PARISH CENTRE LOCKLEYS DRIVE WELWYN  
WHICH COMMENCED AT 7.45PM**

**PRESENT:** Councillor J Blackburn (Chairman) and Councillor M Benson, A Blakett, S Butler, I Colpitts, C Hukin, R McKay, L McLusky, P Neville and H Ober

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

**APOLOGIES:** Councillor I Skidmore

**PUBLIC PARTICIPATION:** Two members of the public attended the meeting.

**OPENING OF THE MEETING**

The Chairman welcomed all present and opened the meeting.

**2009/138 DECLARATION OF INTEREST:**

Councillor Colpitts advised he is employed by Hertfordshire Constabulary and declared an interest in item 6 To Consider Funding a Police Community Support Officer (PCSO), however as he has no involvement in this issue it was agreed he could participate in debate and vote on this item.

**2009/139 MINUTES OF THE COUNCIL MEETING HELD ON 28<sup>th</sup> SEPTEMBER 2009**

**RESOLVED** that the Minutes of the Council meeting held on the 28<sup>th</sup> September 2009, be approved and signed".

**Unanimously agreed.**

**2009/140 MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 28<sup>TH</sup> SEPTEMBER 2009**

There were no matters arising.

**2009/141 TO CONSIDER FUNDING A POLICE COMMUNITY SUPPORT OFFICER (PCSO) FOR THE WELWYN PARISH**

The Minutes of the Public Meeting held on the 23<sup>rd</sup> September 2009 were circulated with the Agenda as Appendix 1

The Chairman advised that at the March 2009 Full Council meeting it had been agreed to hold a Public Meeting to enable parishioners to debate with the Council whether to part fund a PCSO for Welwyn. At the Public Meeting held on the 23<sup>rd</sup> September, the public voted two to one in support of the Council part funding a PCSO for the parish.

Councillor Colpitts supported the proposal to part fund a PCSO for the Parish and advised the role of a PCSO is to engage with the young and the wider community acting as the eyes and ears of Police Officers in the

parish. A PCSO is not a replacement Police Officer, their role is to engage with the community in a non-confrontational manner and their uniformed presence gives comfort to the community. With rising levels of anti-social behaviour and the perception of rising crime, an additional PCSO would be a valuable addition to the levels of Policing in the Parish. The existing PCSO also patrols Woolmer Green and the Ayots and spends a high proportion of his time pursuing rural crime which is on the increase. A PCSO dedicated to the Parish would spend 80% of his time on patrol in the parish and would liaise with the Acting Clerk and the Council. It was however noted that the Council would have no role in the recruitment, training and deployment of the part funded PCSO. The PCSO would be guided by the requirements of the Constabulary and not the Parish Council.

Concern was expressed at the costs associated with funding a PCSO, would the Parish be asked also to fund transport for the new post as well as a mobile phone to enable easier contact between the Council and the PCSO. The Chairman advised that the total cost to fund a PCSO is £ 14,250 per annum for a two year period 1<sup>st</sup> April 2010- 31<sup>st</sup> March 2012. Concern was expressed that the existing PCSO would spend more of his time in Woolmer Green and the Ayots if the Council funded a dedicated PCSO for the parish. Re-assurance had been given at the Public Meeting that the role of the existing PCSO would remain the same whether the Council fund an additional PCSO or not.

Councillor Benson asked if the part funding of a PCSO would increase the Precept for the 2010-2011 year. This was confirmed.

Following discussion it was agreed that a log of the time the PCSO spends in the Parish be requested to enable the Council to monitor the level of service achieved. If the PCSO is abstracted from his duties for anything other than a major issue, then the fees could be reduced pro-rata.

It was proposed by the Chairman, seconded by Councillor Colpitts and

**RESOLVED** that Welwyn Parish Council undertake partnership funding of a PCSO from 1<sup>st</sup> April 2010- 31<sup>st</sup> March 2012 for the sum of £ 14,250 per annum."

Vote For: Councillors Blackburn, Blackett, Colpitts, McKay and McLusky

Against: Councillors Benson, Butler, Hukin, Neville and Ober  
The Chairman used his casting vote in favour of the motion.

**Agreed by a majority vote**

2009/142

**PEDESTRAIN SAFETY/ACCESS TO WELWYN VILLAGE AND OTHER TRAFFIC ISSUES.**

The design team of Hertfordshire Highways had been appointed by the Strategic Management Team to undertake investigation and stage 1 feasibility studies to address issues raised in the traffic and transport section of the Welwyn Parish Plan. The main elements requiring consideration were

- Easing traffic delays in the centre of the village by relocating the Church Street bus stops:
- Providing a crossing facility for pedestrians by the surgery on High Street

- Improving conditions for pedestrians crossing at the bottom of Hobbs Hill footpath on School Lane
  - Improvements at the village gateways
  - Upgrading the existing zebra crossing on High Street
- Maps attached as **APPENDIX 1**

Councillor McKay advised the proposals put forward for public consultation are driven by pedestrian access and safety issues, plus budget restrictions. It was agreed the proposals put forward should be to

- Improve the Zebra crossing near the Tesco Store
- Introduce double yellow lines near the Sagar Indian Restaurant
- Improve road markings in the Hobbs Hill area
- Introduce a mini roundabout as depicted in Appendix one
- Uncontrolled crossing point with pedestrian refuse island

In due course the one-way system in the village will be rescinded and the Codicote Road will be re-opened to one way traffic, however the Council would like to see the retention of the no left turn into Mill Lane. To enhance the vibrancy of the village centre, the Council would support trader's campaign for an extension to parking regulations from one hour to 1.5 or 2 hours parking restrictions. Petition being prepared by Village Traders Attached as **APPENDIX 2**

This item to be debated at the next Full Council meeting

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

**RESOLVED** that Welwyn Parish Council fully endorse the Welwyn Parish Plan Stage 1 Feasibility Report as presented by Councillor McKay".

**Unanimously agreed**

**2009/143**

**CIVIC CENTRE**

1. A Structural Condition Survey of the Civic Centre undertaken by Welwyn Hatfield Borough Council (WHBC) was circulated with the Minutes as Appendix 2. This was noted
2. Repairs to the Civic Centre Roof. One quotation was circulated with the Agenda as Appendix 3. The Acting Clerk reported two further quotations had been received. Attached to the Minutes as **APPENDIX 3**

The Acting Clerk to obtain comparable quotations for discussion at the next meeting.

3. Removal of category 'A' Asbestos from the Boiler room. A quotation was circulated with the Agenda as Appendix 4. The Acting Clerk tabled a second lower quotation for £ 3,960 Attached as **APPENDIX 4**

It was proposed by the Chairman, seconded by Councillor Neville and

**RESOLVED** that asbestos works designated as category 'A' in the boiler room in the Civic Centre at a cost of £ 3,960 be ratified".

Unanimously agreed

A 14 day notice has been served on the Health and safety Executive and works are planned to commence on Friday 13<sup>th</sup> October 2009. Air testing is to be conducted following the necessary works to ensure the area is a safe environment.

4. Quotation to conduct all works in Category 'B' Medium potential to release fibres, are awaited and will be presented to the next Full Council meeting.
5. A request from Welwyn Wailers for a concession on fire fees of the Civic Centre was circulated with the Agenda as Appendix 5

Further clarification to be sought and this request to be put on the Leisure Facilities and Open Spaces Committee Agenda.

**2009/144      REPORTS OF COMMITTEES**

**Planning and Licensing Committee.** Councillor C Hukin Chairman of the Committee, presented a report of the meetings held on the 29<sup>th</sup> September and answered questions. Minutes of the meeting held on the 20<sup>th</sup> October 2009 to be reported at the next Full Council meeting.

**Leisure Facilities and Open Spaces Committee.** Councillor McLusky, Chairman of the Committee, presented a report of the meeting held on the 12<sup>th</sup> October 2009, and answered questions.

**Finance Committee.** The Completion of Audit Report by the external Auditors BDO Stoy Hayward was circulated with the Agenda as Appendix 6. Financially the Council had an unqualified report. However, the External Auditor reported that the Council had failed to adequately review the effectiveness of the internal audit. This is to be reviewed and the correct procedures put in place for the 2009/2010 Internal Audit. The Asset Register also needs to be reviewed during this financial year. The Finance Committee to review Internal Audit procedures and to ensure a full Asset Register is produced.

**EXEMPT BUSINESS**

*Under Section 100A (4) of the Local Government Act 1972 for the following item 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 Schedule 12A of the Act by virtue of the paragraph specified against the item.*

**2009/145      MINUTES OF THE MEETING HELD ON THE 28<sup>th</sup> SEPTEMBER 2009**

**RESOLVED** that the Minutes of the meeting held on the 28<sup>th</sup> September 2009 be approved and signed".

**2009/147**      The Chairman thanked all present and declared the meeting closed at 9.53pm

Signed.....Chairman, Welwyn Parish Council

Dated 30<sup>th</sup> November 2009.