

**A MEETING OF
WELWYN PARISH COUNCIL
To Be Held In
THE WHITEHILL CENTRE OTTWAY WALK WELWYN.
ON MONDAY 21st JUNE 2010.
COMMENCING AT 7.30 PM**

7.30PM: PUBLIC PARTICIPATION: 15 MINUTES IS ALLOWED FOR THE PUBLIC TO ADDRESS THE COUNCIL

7.45PM: COUNCIL MEETING: TO TRANSACT THE FOLLOWING BUSINESS

AGENDA

- 1. WELCOME**
- 2. APOLOGIES FOR ABSENCE**
- 3. DECLARATION OF INTEREST**
- 4. MINUTES OF THE COUNCIL MEETING HELD ON 24th May 2010.**
- 5. MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON THE 24th May 2010.**
- 6. REPORTS OF COMMITTEES**

- **Leisure Facilities and Open Spaces** **7th June 2010.**

Whitehill Centre Refurbishment Programme

A refurbishment programme of the interior and exterior to include relaying the pavings at the front of the building has been approved by the Leisure Facilities and Open Spaces Committee at a cost of approximately £ 26,000. Further inspections of the Centre has identified that additional work is required to replace flooring in the small hall, entrance lobby and the toilets plus a replacement of kitchen furniture.

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|---|----------------|
| Replacement of kitchen units | £ 2,855 |
| Replacement of flooring in the small hall and lobby | £ 3,448 |
| Replace flooring in the toilets and kitchen | £ 1,070 |
| Total additional cost | £ 7,373 |

To be proposed by Councillor McLusky

“that the additional works listed above at a total cost of £ 7. 373 be approved”.

Improvements to Mardley Heath nature reserve

To raise concern regarding the lack of communication from Welwyn Hatfield Borough Council (WHBC) re the commencement of works on Mardley Heath

- **Planning and Licencing** **8th June 2010.**
- **Finance** **14th June 2010.**

7. STATEMENT OF ACCOUNTS 2009.2010

APPENDIX 1

- 7.1 To approve the statement of accounts for Welwyn Parish Council as detailed in section 1 of the Annual Return for the year ended 31st March 2010.
- 7.2 To approve the Annual Governance Statement for Welwyn Parish Council as detailed in section 2 of the Annual Return for the year ended 31st March 2010.
- 7.3 To approve the Final Internal Audit Report March 2010 and the Clerk’s response to the first, second and Final Internal Audit Report.
- 7.4 To note that in Section 4 – Annual internal Audit Report, the Internal Auditor confirmed that in all significant aspects, the control objectives were achieved throughout the financial year to a standard adequate to meet the Council’s needs.

8 REVIEW OF RENTS RECEIVED FROM TENANTS OF COUNCIL OWNED PROPERTY

8.1 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 29th March 2010.

Following a meeting with the Bowls Club and discussion at the Full Council meeting held on the 24th May 2010, Brown And Lee Chartered Surveyors have been requested to provide additional supporting information to their report and the Bowls Club have been requested to provide a copy of their accounts and a list of members by post Code. Response awaited from Brown and Lee Chartered Surveyors and the Welwyn and District Bowls Club.

8.2 Welwyn Sports and Social Club Lease

The Sports and Social Club Lease is due for renewal March 2010. The Sports and Social Club have agreed to Brown and Lee Chartered Surveyors undertaking a professional valuation. Brown and Lee Chartered Surveyors have been instructed to undertake the valuation. The Clerk to report progress to-date.

9. TO APPROVE AN APPLICATION FOR A LOAN FROM THE PUBLIC WORKS LOAN BOARD (PWLB)

The Council to approve an application to the PWLB to cover the cost of refurbishing its property portfolio to include the

- Civic Centre refurbishment programme
- Whitehill Centre refurbishment programme
- Pavilion refurbishment programme
- A donation towards replacing the Whitehill Play area
- A donation towards the Ottway Walk Playing Field Play area
- Refurbishment of the Ottway Walk Car Park area

Financial details attached as

APPENDIX 2

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.

10 MINUTES OF THE COUNCIL MEETING (EXEMPT BUSINESS) HELD ON THE 24th MAY 2010.

11 MATTERS ARISING FROM THE COUNCIL MEETING (EXEMPT BUSINESS) HELD ON THE 24th MAY 2010.

12 SPINDLEBURY COTTAGE

Three valuations to continue to rent Spindlebury Cottage per calendar month were circulated with the Agenda for the Full Council meeting held on the 24th my 2010.

- Three valuations to sell the property were circulated with the Agenda for the Full Council meeting held on the 24th May 2010.
- A Report from the Chairman of Finance, Councillor Skidmore was circulated with the Agenda for the Full Council meeting held on the 24th May 2010.
- Advice from the National Association of Local Councils (NALC) re any restrictions to prevent a sale of the property and how the proceeds of such a sale could be used. NALC response attached as

APPENDIX 3

To debate whether to

- a) continue to lease Spindlebury Cottage (terms to be decided) or
- b) to progress the sale of Spindlebury Cottage (terms to be decided)

13 RECRUITEMENT WORKING PARTY

Report by the Chairman on a letter received from an applicant for the post of Clerk to the Council.

14 CLOSE OF MEETING

Anita S Pack

Clerk to the Council

Posted: 16th June 2010.