

**YOU ARE HEREBY SUMMONED TO ATTEND
A MEETING OF
WELWYN PARISH COUNCIL
TO BE HELD IN
THE PARISH CENTRE, LOCKLEYS DRIVE, WELWYN
ON MONDAY 25TH JULY 2011
COMMENCING AT 7.30PM**

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

7.45PM COUNCIL MEETING: TO TRANSACT THE FOLLOWING BUSINESS

1. WELCOME

2. APOLOGIES FOR ABSENCE

3. DECLARATION OF INTEREST

4. MINUTES OF THE COUNCIL MEETING HELD ON 12TH JULY 2011

**5. MATTERS OF REPORT ARISING FROM PREVIOUS COUNCIL DECISION
PROPOSED MANAGEMENT OF BURNHAM GREEN**

At the Full Council meeting held on the 28th March 2011 Welwyn Parish Council agreed in principle for negotiations to proceed into entering into a partnership agreement to manage Burnham Green, which is owned by Hertfordshire County Council (HCC).

The Chairman of Datchworth Parish Council sent a letter to HCC to open up negotiations.
Copy attached as **APPENDIX 1**

6. REPORTS OF COMMITTEES

- Planning and Licensing 21st June and 12th July 2011
- Leisure Facilities and Open Spaces 27th June 2011

**7. PROPOSED WELWYN HATFIELD BOROUGH COUNCIL (WHBC), PARISH AND TOWN
COUNCIL CHARTER**

The wording of the Charter between WHBC and Town and Parish Councils was agreed at the Welwyn Hatfield Association of Local Councils (WHALC) with a recommendation that all member Councils confirm their agreement to it. The Council is accordingly asked to confirm its agreement. Copy attached as **APPENDIX 2**

8. CIVIC CENTRE

The steps and paved area to the side of the Civic Centre require re-building. The existing paving slabs are suitable for re-use. The company who won the tender to install the new

steps, ramp and paved area in the front of the Civic Centre have submitted a quotation to complete this work. Attached as **APPENDIX 3**

9. WELWYN PRECEPT INFORMATION

WHBC request the Council's views on combining Welwyn Parish Council's Precept Information with the WHBC leaflet. Paperwork attached as **APPENDIX 4**

10. REQUEST FOR GRANT AID

Heathlands Nursery, Primary and Secondary Provision, Day and Residential requesting Grant Aid with the provision of British Sign Language Courses.

Paperwork attached as **APPENDIX 5**

11. COUNCIL SURGERY

At the Council meeting held on the 31st January 2011 it was agreed to consider holding a monthly surgery on the first Monday of the month in the Civic Centre from 7.30 to 8.30pm, to coincide with the Police surgery, for a trial period after the May elections. A rota of one Councillor per surgery to be prepared.

12. BANK MANDATE FORM

All Councillors and the Clerk to sign the Bank Mandate Form.

13. PROPOSED MEETINGS OF PARISH AND BOROUGH COUNCILLORS FOR WELWYN PARISH

Borough Councillor Julie Cragg has proposed a twice a year informal forum for all Parish Councillors representing Welwyn Parish. Council is invited to take this forward. Councillor Cragg's e-mail exchanges with the Chairman are attached as **APPENDIX 6**

14. REPRESENTATIVES ON OUTSIDE BODIES STILL TO BE FILLED

- Governor of Oaklands Primary School
- Anglo French Twinning Association

15. WELWYN PARISH PLAN – HOUSING NEED INITIATIVE

Council is asked to endorse the Welwyn Parish Plan Committee's application to the Community Development Agency for Herts (CDA) for assistance. (Endorsement is required before the CDA will consider the application.)

16. DIRECTORY OF LOCAL BUSINESSES

Arising out of a Parishioner's suggestion at the Festival Fun Day to consider whether a Directory of Parish businesses is feasible on the lines of Kimpton Parish Council's "Buy It In Kimpton".

17. CLOSE OF MEETING