

**A MEETING OF
WELWYN PARISH COUNCIL
To Be Held In The Parish Centre, Lockleys Drive. Welwyn.
ON MONDAY 26th APRIL 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 29TH MARCH 2010.**
- 5. MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON THE 29TH MARCH 2010.**
- 6. REPORTS OF COMMITTEES**
 - **Planning and Licencing** **6TH April 2010.**
 - **Leisure Facilities and Open Spaces** **12th April 2010.**
- 7. 2009.2010 EXTERNAL AUDIT PROGRAMME**

BDO LLP have been appointed to complete the external audit of Welwyn Parish Council accounting and governance procedures plus to ensure a robust internal audit procedure, has been undertaken by a suitably qualified person/company and that the reports of the Internal Auditor have been adopted by the Council

The timetable for the External Audit is as follows:-

Display a notice advising electors of their right to inspect the accounts of the Council
10th May 2010 to 23rd May 2010

Make records available for public inspection from 24th May to 21st June 2010.

Submit all documentation to BDO LLP by the audit date of 25th June 2010.

Paperwork attached as

APPENDIX 1

To ensure the Welwyn Parish Council Accounting and Governance Statements to include the Intermediate audit questionnaire and all supporting paperwork can be approved by the Finance Committee and Full Council, the date of the next Finance Committee meeting has been changed to
14th June 2010.

The June Full Council meeting will take place on the

21st June 2010.

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

It was agreed that a decision on the rental of the lease be deferred until a copy of their Accounts and membership (by post code) had been received from the Bowls Club. Response awaited. The Bowls Club has been included on the Asset Register.

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. Report to be made at the next meeting.

8.3 Spindlebury Cottage

Councillor Ober has served notice that he will be terminating his tenancy of Spindlebury Cottage on the 31st May 2010.

9 REVIEW OF STANDING ORDERS

The National Association of Local Councils has forwarded a revised Model Standing Orders. The Chairman and the Acting Clerk are to review the document for discussion at the next meeting.

10. APPLICATION FOR GRANT AID

Application for use of the Civic Centre free of charge from the Goat Players, 27th and 28th November 2010, plus rehearsal time of 10hours. Total concession requested £ 772.

Application attached as

APPENDIX 2

The Goat Players were granted use of the Civic Centre free of charge in 2009. Total concession £ 435. Report attached as

APPENDIX 3

11 TIMETABLE OF MEETINGS 2010/2011

Attached the timetable for meetings during 2010.2011. It is proposed that Leisure Facilities and Open Spaces Committee meet once every two months with a review of this procedure at the 2011 Annual Parish Meeting.

APPENDIX 4

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.

12 MINUTES OF THE COUNCIL MEETING (EXEMPT BUSINESS) HELD ON THE 29th MARCH 2010.

13 RECRUITMENT WORKING PARTY

Notes of the Recruitment Working Party meetings held on the 25TH February and 14th April 2010.

APPENDIX 5

Report by the Chairman

14 SPINDLEBURY COTTAGE

Report by the Chairman

15 CLOSE OF MEETING

Anita S Pack
Acting Clerk to the Council

Posted: 21ST April 2010.