

**MINUTES OF A MEETING OF  
THE LEISURE FACILITIES & OPEN SPACES COMMITTEE  
HELD ON TUESDAY 9<sup>TH</sup> SEPTEMBER 2008  
IN THE PARISH CENTRE AT 7.30 PM**

**PRESENT:** Cllr Magdalene Benson (Chairman) and Cllrs J Blackburn, S Butler,  
I Colpitts, L McLusky and John Roper

**IN ATTENDANCE:** Rebecca Findlay (Clerk)

**APOLOGIES:** All members were present.

**DECLARATIONS OF INTEREST:** None.

**2008/40 MINUTES OF THE MEETING HELD ON 8<sup>TH</sup> JULY 2008**  
**Resolved,** these were an accurate and correct record then duly signed by the Chairman.

**2008/41 MATTERS ARISING FROM THE MINUTES OF 8<sup>TH</sup> JULY 2008**

- Thames Water Grill. The Clerk reported that the pipe had been taped off for safety. She was still waiting to hear from the County Council. Highways and Thames Water.
- Playground Risk Assessment: It was agreed that there should be a rolling program for the replacement of equipment and a maintenance program. The Clerk will disseminate the report to discuss at the next meeting under the Budget heading.
- Update on tree planting: The Clerk told members that the Grounds man had ordered the trees and they will be planted at the Cemetery in October/November if the ground is wet enough.
- Signage to the playing field: The Clerk reported that she had tried to get a sign put up for quiet a while and had not had a response. She was in touch with the Bowls club; who had had their sign agreed and would use their contact.

**2008/42 ALLOTMENTS**  
Vacant allotment plots: It was agreed that the Clerk instruct Stuart Grove to rotivate the two allotment plots and remove the tree stump. These could then possibly be split into three plots.

Structures/Fruit cages: There were concerns about the large structures (fruit cages) being erected on the allotment plots.

Allotment Inspection: It was agreed the inspection be held on Sunday 14th September 2008 at 11am. The Clerk is to contact J. Wardley, of the Allotment Association to see if he would attend so that the large structures could be discussed with him.

The Committee gave delegated powers to the Chairman and Vice Chairman to look at the Allotment Regulations with the Clerk and amend them once the inspection had taken place.

Fencing: The Clerk reported that she had again written to the landlord of the White Horse public house with the concerns about the trees on his land damaging the Council's fence on at the allotments. There had been no response from previous letter even though hand delivered. It was agreed to try to deal with the situation amicably, but if a response was not forthcoming then the Council's would have to consider further action.

**2008/43 WELWYN CEMETERY**  
Cllr. Blackburn reported to committee on the recent Cemetery inspection.

**Resolved,** to have a full tree survey of the Cemetery.  
**Resolved,** to ask FT Gearing for a quote on extra strimming, especially around the old graves.

**Resolved**, to have some of the Holly bushes removed.

**Resolved**, the Clerk look into the cost of small discrete bins to hold organic and non-organic waste for the Cemetery.

It was reported that there was at least one WW1 grave in the Cemetery which was severely neglected. **Resolved** the Clerk contact the War Graves Commission.

Cllr. Roper reported that he had drafted a strategy plan for the maintenance of the Cemetery. **Resolved**, that this be passed to the Clerk so she can identify areas for discussion at the next meeting.

The Clerk reported on how many burial plots were still available in the areas being used at the present time (appendix 1). **Resolved** that new regulations need to be discussed for the "new" part of the cemetery.

**2008/44 24 MILL LANE, FENCING**

It was reported that the wall was not a listed wall. The proprietor now has permission from the Borough Council to rebuild the wall adjacent to the allotments/car park.

**2008/45 BUDGET**

It was agreed that Councillors make a list of what they would like to see as budget items for 2009/2010 and bring these to the next meeting for discussion.

It was agreed that the Civic Centre be put onto the agenda for next months meeting to discuss what will happen in 2014 when the present lease expires.

The Caretaker has offered to re-paint the external part of the Civic Centre. It was agreed the Clerk prepare a risk assessment of the Civic Centre together with the caretaker.

**2008/46 CHURCHYARD WALL QUOTES**

The Clerk reported that she had received two quotes to date and was waiting for another to arrive. She expressed concern that builders were reluctant to quote for the work. This was deferred until the next meeting.

**2008/47 YOUTH WORKING PARTY REPORTS**

Cllr. Roper wished to report to the Committee on two meetings which had been held on 3<sup>rd</sup> July and 22<sup>nd</sup> July 2008. Another meeting was scheduled for 23<sup>rd</sup> September 2008.

At this juncture, the Clerk raised concerns that the "Youth Working Party" had had meetings which were not authorised by this Committee or Council. She reminded the Committee that at a Council meeting they did not agree to a "Youth Working Party" being formed until it had been renamed to include the once "Playing field Working Party". No "Terms of reference" had been agreed at any of the two meetings to be referred back for recommendation to this Committee for acceptance. The Clerk also had concerns that no opportunity had been given for members of the Clerk, the Parish Plan Steering Group and members of the public, to become involved.

It was agreed not to allow the reports and that at the meeting due to be held on the 23<sup>rd</sup> September 2008 that the group look at a new title for the Working Party and discuss "Terms of Reference" to be submitted to this Committee for approval.

**2008/48 CLOSE OF MEETING**

The Chairman thanked everyone for attending and closed the meeting at 9.40pm.

**Signed ..... Chairman, Leisure Facilities & Open Spaces Committee**

**Dated .....2008**