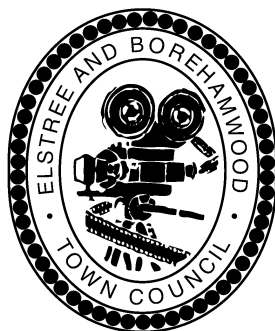


## ELSTREE AND BOREHAMWOOD TOWN COUNCIL



### FULL COUNCIL

**MINUTES** of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 15 January 2020 at 7.30pm.

Present: Cllr S Rubner (Mayor) (In the Chair)  
Cllr Mrs S Parnell – Hillside (Deputy Mayor)  
Cllr C Butchins – Hillside  
Cllr Rebecca Butler - Cowley Hill  
Cllr Richard Butler - Cowley Hill  
Cllr A Collins - Cowley Hill  
Cllr V Eni – Brookmeadow  
Cllr P Kaza – Kenilworth South  
Cllr S Lawrence – Kenilworth North  
Cllr J Newmark - Kenilworth South  
Cllr Mrs P Strack – Hillside  
Cllr Mrs F Turner - Elstree  
Cllr M Vince - Cowley Hill

In Attendance: H Jones – Town Clerk

Also Present: 3 Members of the Public

### **Cllr S Rubner in the Chair (Mayor)**

#### Holocaust Memorial Day

Prior to the commencement of the meeting, Council received an address by the Town Mayor, Cllr S Rubner, in connection with Holocaust Memorial Day. A minute's silence was held - it being the nearest Council meeting to 27 January. Holocaust Memorial Day 2020 marked 75 years since the liberation of Auschwitz-Birkenau.

## 52. APOLOGIES FOR NON-ATTENDANCE

The following declarations of Councillors' interests were made:

<b>Committee Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
Cllr J Newmark	General: As a HBC Planning Member (where matters relating to Aldenham Reservoir were discussed) Minutes 56 and 62.	Disclosable Non Pecuniary Interest
Cllr Mrs F Turner	General: As a HBC Planning Member (where matters relating to Aldenham Reservoir were discussed) Minutes 56 and 62.	Disclosable Non Pecuniary Interest

## 53. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

## 54. MINUTES OF COUNCIL

It was **RESOLVED** that:

**the Minutes of the Full Council Meeting held on 27 November 2019 be signed by the Mayor as a true record and adopted by the Council subject to the following amendment:**

**“Recorded vote 44 (vi):**

*A motion was put forward to award £2,450 (as originally requested by the applicant).*

*Proposer Cllr Mrs S Parnell (seconded by Cllr Mrs P Strack)*

*For: Cllr Mrs S Parnell, Cllr V Eni and Cllr Mrs P Strack*

*Against: Cllr Richard Butler, Cllr M Vince and Cllr A Collins*

*Abstaining: Cllr C Butchins and Cllr Mrs F Turner*

*Casting Vote: Cllr S Rubner – Against (the motion fell).”*

**55. FINANCE, BUDGET AND PRECEPT DEMAND REPORT FOR 2020/21**

It was **RESOLVED** that:

(i) the Budget for 2020/21 (including 1800/108 Transfer £10,000 to Election Reserve 2947/209 and Transfer £2,000 to Van Replacement Reserve) be approved with following amendments:

- 1456/104 Legal Fees +£2,500 (to £5,500) – in view of anticipated costs
- 4568/405 Town Crier Distribution +£720 (to £4,500) – in view of Best Value exercise
- 4868/408 Christmas Lights Contract +£5,000 (to £15,000) - in view of Best Value exercise

(ii) the Precept Demand to Hertsmere Borough Council be set for 2020/21 at £493,879.38 (with the cost to Band D Council Tax payer being £36.99) and representing a 2% increase of final Demand from 2019/20 on the following basis:

Precept Demand	£493,879.38
Band D Yearly	£36.99
Multiplied by tax base	13,351.7
Thus making the final demand	£493,879.38

*[Band D ratepayers therefore pay £3.00 per month for Town Council Services (or 73p per year more in 2020/21 than in 2019/20)];*

(iii) the recommended Earmarked reserve transfers within current 2019/20 budget be approved as follows:

- 1800/108 Transfer £6,250 to Election Reserve
- 2947/209 Transfer £1,000 to Van Replacement Reserve

(iv) up to £2,000 of 329 CIL Fund (Top Sliced 15%) be allocated with immediate effect to install benches at Arundel Drive/Oak Farm, Near Bus Stop (HCC approved) and near Farriers Way if required (awaiting HCC approval and further details of precise location);

(v) it be noted that under the Local Government Act 1972 s.137(4)(a) the statutory expenditure limit for 2020/21 was £8.32 per elector;

- (vi) **the Investment Report before Members be received and the proposed Aldermore Bank reinvestment of £100,000 (12 months) at 1.6% (increased from 1.5%) be approved from 21 January 2020; and**
- (vii) **the Clerk be asked to prepare relevant information to be submitted to Hertsmere Borough Council for inclusion in the Council Tax leaflet for 2020/21.**

## **56. OUTSIDE BODIES**

### Fairway Hall

A total of 291 hours had been booked since 27 November 2019 (with income of £5,218 generated).

Category	Hours	Income
Uncategorised	14	
Parties	12	£460
Bank Holidays	30	
Charity	12.5	£152
Children's Groups	8	£200
Children's Parties	29	£1,040
Closures	54	Uncharged
Community	33	£535.40
Council Use	12.25	Uncharged
Dance	14	£269.80
Fitness Classes	6	£2120
Private Function	40	£1,560
Religious Groups	14	£288.80
Teenage Parties	12.5	£592.50

It was noted that the stage floor had been recoated with a 'non slip' surface.

Council welcomed the news of a new regular hirer on Wednesday mornings (9.45am to 12.00noon) 'My Super Stories' for children.

It was noted that no further "complaints" had been received from residents of Liberty Court in relation to weekend bookings of Fairway Hall since the previous meeting.

Leeming/Aycliffe Big Local Advisory Panel (2 Ward Members)

Councillor (1) Cllr M Vince – Cowley Hill  
Councillor (2) Cllr S Rubner – Brookmeadow

There had been no meetings since the previous Council meeting.

Elstree & Borehamwood Museum Group (1)

Councillor (1) Cllr Rebecca Butler

Cllr C Butchins reported that the Holby City Exhibition had proved to be very successful linking in with the Switch On event hosted by the Town Council in December 2019. It was noted that a Volunteers' Meeting was being arranged in January 2020.

Borehamwood and Elstree Twin Town Association (1)

Councillor (1) Cllr M Vince

Cllr M Vince reported that she had been unable to attend BETTA meetings.

**It was RESOLVED that:**

**General Management Committee at its meeting on 6 February 2020 be asked to consider political impartiality and the use of Social Media by outside bodies (especially those bodies where grants and/or funding was awarded by the Town Council).**

Elstree, Borehamwood and District Community Association (2)

Councillor (1) Cllr Mrs S Parnell  
Councillor (2) Cllr Richard Butler

Cllr Mrs S Parnell provided a report covering:

- New Bookings: Spiritual Healing (4 days per week), Hart Learning Group (4 days per week) and the Mobile Art Club (2/3 days per week); and
- New boilers for the Manor House and Hall were installed in the Spring of 2019.

### Hertsmere MENCAP (1)

Councillor (1) Cllr V Eni

Cllr V Eni reported that whilst there had been no meetings since the previous Full Council meeting, the Christmas Party on 14 December 2019 was a great success.

### Communities First (1 Member, 1 Standing Deputy)

Councillor (1) Cllr Mrs F Turner  
Standing Deputy Cllr P Kaza

Cllr Mrs F Turner reiterated information received from Communities First stating that it was difficult to facilitate Town Councillor representatives at all ordinary meetings but that they would be invited to the AGM. In the meantime, it was noted that Cllr P Kaza had been invited to and had attended the Christmas Party.

### Aldenham Country Park (1)

Councillor (1) Cllr Mrs P Strack

Cllr Mrs P Strack reported that the Town Council noted the comments of some Members of the public regarding the future of the reservoir *“to seek constructive ideas on the way forward, and to use the Town Council’s powers and influence to try to avert the disaster that may otherwise await. Every potential ownership and funding model needed to be explored, whether private, charitable or public, and evidence sought from around the country on how similar historic landscape features are being preserved and enhanced.”*

It was noted that some concern had been raised that the water levels of the reservoir had dropped as a result of the sluice being opened on 2 January 2020. It was further noted that Liberty Lake Leisure had withdrawn the application for a Nature Retreat beside the reservoir.

Discussion of this topic continued during the Public Participation section of the agenda (Minute 62 below).

### Maxwell Park Management Group (1)

Councillor (1) Cllr J Newmark

Whilst a meeting had not taken place it was understood that a development project was being formulated for Maxwell Park Community Centre and details were awaited with interest.

## First Impressions Group (2)

Councillor (1)

Cllr S Parnell

Councillor (2)

Cllr A Collins

Cllr Mrs S Parnell provided a report which covered the following areas:

- Railway Station Re-Development (it was over 9 months since the new booking hall had opened);
- Graffiti Attack on the Heritage Wall (this occurred on 27 November 2019 and was in poor taste, using offensive language and was political in nature); and
- GTR Passenger Benefit Fund (a meeting with the PBF Project Manager at the station was planned for 16 January 2020 to discuss how the fund could best be spent for the benefit of local rail passengers to compensate them for the confusion caused by the flawed introduction of a revised timetable in May 2019).

It was noted that the Town Council had donated a piano to the station which was in much use (sited in the booking hall).

Members discussed the options for Councillors to make presentations to Full Council when one or more served on the same Outside Body.

It was noted that all Councillors were appointed to Outside Bodies at the Annual Council Meeting in May of each year.

**It was RESOLVED that:**

**reports to Full Council by Council Members serving on the First Impressions Outside Bodies (Cllr Mrs P Strack and Cllr A Collins in 2019/20) be made on a rotational basis, noting that Cllr A Collins would make the presentation for the next meeting on 11 March 2020.**

### **57. SIGNED MINUTES:**

**It was RESOLVED that:**

**the signed Minutes of the following Committee meetings be received together with any recommendations not previously adopted:**

**A Community Safety Meeting (CSM)**

**2 October 2019**

## 58. ACCOUNTS FOR PAYMENT

It was **RESOLVED** that:

the payment of accounts be confirmed as follows:

		2019/20	
Page	Vch.	Date	Amount
1-2	348-364	20/11/2019	£38,050.90
3-4	365-395	27/11/2019	£10,872.57
5-6	396-423	13/12/2019	£45,499.80
7	424	18/12/2019	£36,661.90
		<b>Grand Total</b>	<b>£131,085.17</b>

[In addition to the Agenda appendices, details of all payments over £500 are published on the Town Council's website for public inspection - [www.elstreeborehamwood-tc.gov.uk](http://www.elstreeborehamwood-tc.gov.uk)]

## 59. CHINA SISTER TOWN

At the meeting, points raised included:

- The delegation visiting from China should do so for “cultural, educational and business reasons.”
- It was understood that in due course an offer of a future visit could come from Boreham Wood Football Club for ‘students’ wishing to participate in sporting exchanges, although it was appreciated that such a project was at a very early stage of investigation.

Factors that some Council Members put forward as important to understand for the benefit of due diligence and clarity were:

- An understanding as to why the proposed visit in February 2020 was for a very short period of time (or a very short time in Elstree and Borehamwood itself). In this respect, Members queried how long the delegation was actually staying in the UK and what other (if any) activities were planned for their trip.
- The timescale of notification of visit and date of proposed trip was rather short and as such, the Town Council might not be best equipped to make the proper and necessary preparatory arrangements to ensure that the guests could be received at the Town Council (and to meet Council Members or ideally Members of the Public also). It was submitted that by meeting the Town Council to discuss the “sistering” arrangement, the delegation would be able to gain best value from the experience.
- Some Members queried which representative of the House of Lords (or other organisation) would be included in the final draft of the letter in relation to the trip to the Lords and to understand more about that arrangement.



- It was also noted that the final letter of invitation, once prepared would be shared with the China Sister Town Sub-Committee (including its co-opted

**It was RESOLVED that:**

**all decisions and actions regarding the proposed invitation to Huainan for a Sister Town visit be taken forward by the Town Clerk with due regard to all of the points made during the discussion at Full Council on 15 January 2020.**

## **60. YOUTH COUNCIL CONSTITUTION**

Members noted the following proposed amendments to the Youth Council Constitution following the 27 November 2019 Youth Council meeting:

- *Item 1 – a statement of intention to be added ‘The Youth Council is an a-political advisory committee’*
- *Item 5 – October to be changed to January for when the Chair is elected.*
- *Item 6 – To be added: ‘The Chairperson may invite speakers and inform the Secretary in advance.’*
- *Item 8*
  - *Order of Business – ‘October’ to be changed to ‘January’*
  - *Apologies for Absence – WhatsApp Group to be added (as an apology route)*
  - *Deciding on Expenditure – to be added ‘Where expenditure over £250 is proposed and/or approved to be carried over into the new financial year, the matter will be referred to Full Council’*
- *A new Item 10 – to be added: ‘A full list of attendees for external trips/visits should be agreed by the Town Clerk in conjunction with the Youth Council Secretary and notified to all Members, and clearly advertised when open to non-Youth Councillors.’”*

**It was RESOLVED that:**

**the draft Youth Council Constitution before Members be received and adopted as set out (including all proposed amendments).**

## **61. ANNUAL PARISH MEETING**

**It was RESOLVED that:**

**the format for the Annual Parish Meeting be agreed as follows:**

- **Top Table (Mayor and Clerk only)**
- **Circular seating for Parishioners and Members**

- **Lectern for (2 minute) speakers to be called by Mayor**
- **Key Note Speaker: J Cartledge: Teddy’s Trails Book Launch (10 minutes)**
- **Questions invited from the Chair (roaming microphone)**

**62. PUBLIC PARTICIPATION – QUESTION TIME**

Aldenham Reservoir

Some Members of the public expressed a view for the Town Council to look into facilitating a discussion locally about the future of Aldenham Reservoir. As the liaison representative for the Town Council on the ACP outside body, Cllr Mrs P Strack agreed to investigate this with interested parties.

**63. CLOSE OF MEETING**

The Meeting closed at 10.00 pm.

It was noted that the Annual Parish Meeting (Statutory Meeting) was scheduled for Wednesday 4 March 2020 at 7.30 pm in Fairway Hall (an opportunity for electors to have their say on anything they consider to be important to the people of Elstree and Borehamwood).

It was noted that the next Council meeting was scheduled to take place on Wednesday 11 March 2020 at 7.30pm (last Council Meeting of the 2019/20 Municipal Year).

Date:.....MAYOR.....