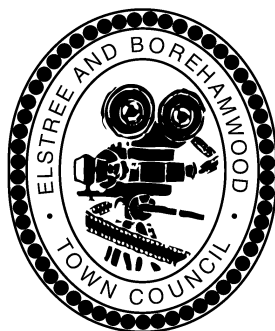


## ELSTREE AND BOREHAMWOOD TOWN COUNCIL



### FULL COUNCIL

MINUTES of a meeting held under the powers contained within the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 4 April 2020. The regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

The meeting was held remotely on Zoom:

(<https://us02web.zoom.us/j/86196184870>) on Wednesday 3 June 2020 at 7.00pm.

Present: Cllr S Rubner (Mayor) (In the Chair)  
Cllr Mrs S Parnell – Hillside (Deputy Mayor)  
Cllr C Butchins – Hillside  
Cllr R Butler - Cowley Hill  
Cllr R Challice - 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: A Grady – Borehamwood Brass (by invitation – Minute 06)  
N Shuker Band Stand Committee (by invitation – Minute 06)  
D Salter – Entertainments Officer  
H Jones – Town Clerk

Also Present: A total of 38 participants/spectators

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

**01. MAYOR'S WELCOME**

The Town Mayor reaffirmed that the Town Council abhorred racism and discrimination and stated that he was very proud to have had as his predecessor in the role, Cllr V Eni.

An explanation of rules and conduct for Remote Meetings was set out.

**02. APOLOGIES FOR NON-ATTENDANCE**

There were none.

**03. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

**04. MINUTES OF COUNCIL**

It was **RESOLVED** that:

- (i) **the Minutes of the Full Council Meeting held on 11 March 2020 be signed by the Mayor as a true record and adopted by the Council subject the removal of the post meeting note at Full Council Minute 2019/20 71:**

*“The Town Clerk advised against the lawfulness of such a motion and agreed to provide written advice pertaining to this matter, which was subsequently provided and verified as correct by the Head of Legal & Democratic Services, Hertsmere Borough Council.”; and*

- (ii) **an explanation of procedures relating to the issue raised at (i) above in relation to Standing Orders and Statutory Provision be provided to all Members for clarification.**

**05. ANNUAL MEETING AND APPOINTMENTS**

Cllr J Newmark asked for the Labour Group's dissatisfaction with the Motions (i) and (ii) as set out in the Agenda to be recorded. Both Motions were carried with a majority of 7 in favour and 6 against as follows:

Motion (i) Proposed by Cllr Mrs P Strack and Seconded by Cllr C Butchins.

Motion (ii) Cllr Mrs P Strack and Seconded by Cllr Mrs S Parnell with an amendment proposed by Cllr Newmark and seconded by Cllr M Vince that the words

*“with the exception of the International Affairs Sub-Committee which should be put “on hold” in view of the Coronavirus Pandemic”* be removed from the Motion (which fell on a vote of 6 in favour of the amendment and 7 against the amendment) leaving the substantive Motion to be voted upon.

**It was RESOLVED that:**

- (i) in line with the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 no Annual Meeting be held at Elstree and Borehamwood Town Council in the Year 2020/21 with Cllr S Rubner, therefore, remaining as Mayor for that period and Cllr Mrs S Parnell as Deputy Mayor; and**
- (ii) Committee and Outside Bodies Appointments for 2020/21 remain as per 2019/20 with the exception of the International Affairs Sub-Committee which should be put “on hold” in view of the Coronavirus Pandemic and the Transport and CSM Forums which are to be discussed at the GMC meeting on 16 June 2020.**

After this item passed, the Town Mayor made an acceptance statement where he thanked the Mayor's Secretary for her help and guidance and the Clerk and Deputy Clerk for their advice and assistance during the last mayoral period.

## **06. CIL EXPENDITURE (MEADOW PARK PERMANENT BAND STAND)**

At the Town Mayor's discretion representations to Full Council were made by representatives of the Band Stand Committee and Borehamwood Brass. It was reported that:

*“This campaign started nearly three years ago, and was hoped to have been provided by Hertsmere Borough Council, but they couldn't provide a suitable design, to meet the criteria set out by the ‘band stand committee’ working group, after they had consulted interested community groups within the town.”*

It was noted and agreed that that for clarity, the words “(Hertsmere Borough Council)” would be added to the Motion to indicate the authority to which the Band Stand would be gifted, if passed.

It was noted that the Motion was a referral from the Environment and Planning Committee meeting of 17 March 2020 (Minute 89(i)). The Motion was carried with a majority of 7 in favour and 6 against as follows:

Two amendments were considered and determined as follows:

Amendment 1 proposed by Cllr J Newmark and Seconded by Cllr M Vince: To delete "£59,500" and replace with "£50,000" and to delete "entirely and replace with "mainly" from the Motion (which fell on a vote of 6 in favour of the amendment and 7 against the amendment) leaving Amendment 2 to be voted upon.

Amendment 2 by Cllr R Butler and Seconded by Cllr M Vince: To add an additional clause at the end of the existing text: "Procurement of this project shall be subject to a full tendering process if total costs are within 10% of the regular £60,000 threshold" (which fell on a vote of 6 in favour of the amendment and 7 against the amendment) leaving the substantive Motion to be voted upon.

**It was RESOLVED that:**

**up to £59,500 be approved for expenditure of Top Sliced CIL (15%) monies held by the Town Council to meet the costs of the erection of a Permanent Bandstand at Meadow Park (to be funded entirely by the Town Council and gifted to the Park (Hertsmere Borough Council) – with Hertsmere Borough Council taking responsibility for ongoing maintenance costs but the Town Council taking responsibility for bookings of the Band Stand).**

#### **07. ANNUAL RETURN 2019/20**

The Council wished to express its thanks to the Deputy Clerk, Mrs T Malton, for her hard work in helping to secure a positive report by the Internal Auditors for 2019/20 (Final), preparing the financial information for the Annual Return and in administering the Council's finances so effectively during the Covid-19 Lockdown period.

The Town Mayor also thanked the 2019/20 In House Audit Sub-Committee (Cllr J Newmark and Cllr C Butchins) for their work.

It was noted that the Certificate of Exemption 2019/2020 did not apply to Elstree and Borehamwood Town Council.

**It was RESOLVED that:**

(in all parts proposed by Cllr C Butchins and seconded by Cllr Mrs S Parnell with a vote unanimously in favour):

- (i) the Annual Accounts 2019/2020 be approved;**
- (ii) the Annual Internal Auditor Report for the year 2019/2020 be approved;**
- (iii) Section 1, the Annual Governance Statement 2019/2020 be approved and signed;**
- (iv) Section 2, Accounting Statements 2019/2020 be approved and signed;**
- (v) the dates for the exercise of public rights period be set as commencing on 15 June 2020 and ending on 24 July 2020; and**



Borehamwood and Elstree Twin Town Association (1)

Councillor (1) Cllr M Vince

Cllr Mrs F Turner provided a report from her position as liaison Member for BETTA on Hertsmere Borough Council.

Elstree, Borehamwood and District Community Association (2)

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

Members welcomed the news that Allum Hall was providing a space for Gratitude to carry out its important work during the pandemic of assisting vulnerable residents.

Hertsmere MENCAP (1)

Councillor (1) Cllr V Eni

Hertsmere MENCAP continued to provide an invaluable service despite the pandemic conditions.

Communities First (1 Member, 1 Standing Deputy)

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

There had been no meeting. Members were reminded that Communities First had asked for the Town Council to be represented at the AGM rather than at every meeting.

Aldenham Country Park (1)

Councillor (1) Cllr P Strack

It was noted that there was much public concern about the lowering of the water level in Aldenham Reservoir. Cllr Mrs P Strack had indicated that she was in weekly discussions with key stakeholders on the topic of the future of the site and would keep the Council informed where she was able to do so.

Maxwell Park Management Group (1)

Councillor (1) Cllr J Newmark

It was noted that staffing was a concern during the pandemic period for the Community Centre.

First Impressions Group (2)

Councillor (1) Cllr S Parnell  
Councillor (2) Cllr A Collins

It was reported that a Zoom meeting had been planned for later in June 2020. An update was provided on the Passenger Benefit Fund to deploy the £80,000 grant on extra seating, better displays of information and more planting at Elstree and Borehamwood Railway Station.

#### **09. SIGNED MINUTES**

It was noted that signed Minutes since the last Full Council Meeting would be referred to the next meeting of Full Council, if appropriate.

#### **10. ACCOUNTS FOR PAYMENT**

**It was RESOLVED that:**

**the payment of accounts be confirmed as follows:**

		<b>2019/20</b>	
<b>Page</b>	<b>Vch.</b>	<b>Date</b>	<b>Amount</b>
<b>1-2</b>	<b>502-527</b>	<b>07/01/2020</b>	<b>£ 38,315.28</b>
		<b>Grand Total</b>	<b>£ 38,315.28</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)]**

## **11. “FOUR NEW LOOK, SAFER TOWN CENTRES FOR THIS BANK HOLIDAY WEEKEND” HERTFORDSHIRE COUNTY COUNCIL**

It was noted that an apology had been submitted to the Town Council and Hertsmere Borough Council in relation to the lack of consultation with these Authorities on the measures introduced to Borehamwood (Shenley Road) to facilitate social distancing.

It was noted that the measures implemented were part of the Covid-19 recovery effort by Hertfordshire and whilst being led by public health, the changes to the town centres were designed to support residents, businesses and families to remain safe as Government allowed High Streets to reopen in a phased and gradual manner.

The Town Council also recommended barriers of a sturdier nature with increased and better signage and a one-way system for the footbridge over the railway line between Elstree and Borehamwood. Some Members raised concerns about the economic impact of the measures on local businesses.

**It was RESOLVED that:**

**a letter be issued to Hertfordshire County Council setting out the Council’s concerns as set out above together with the concern about the lack of consultation on social distancing measures introduced to Borehamwood and seeking greater co-operation in future for similar schemes to be implemented at a local level.**

## **12. PUBLIC PARTICIPATION – QUESTION TIME**

### Band Concerts and Film Shows in Meadow Park

It was asked that, where possible, the relevant bodies could seek to ensure there date clashes were avoided for future events on Meadow Park (especially where Bands and Film shows were planned).

### 5G Network

Responding to queries about the possible health risks of 5G towers, residents were encouraged to raise their concerns with the local MP rather than the Town Council which had no direct responsibility for the issue, although it was a statutory consultee on planning applications locally.

### Aldenham Reservoir

Responding to a query calling for more information on the status and proposed future of the site, Cllr Mrs P Strack referred to her report at Minute 08 above and agreed to discuss the matter with the resident where she was able to do so.



**13. NOTICE OF CONDUCT COMPLAINT**

The Proper Officer gave notice that Standing Order 14(a) applied – namely receipt from Hertsmere Borough Council that it was dealing with a Code of Conduct Complaint alleging that a Town Councillor with voting rights had breached the Council’s Code of Conduct.

**14. CLOSE OF MEETING**

The Meeting closed at 9.35 pm.

The next meeting would be set by the Town Mayor in consultation with the Town Clerk.

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