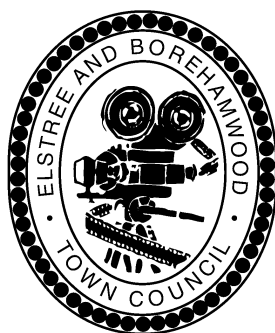


## ELSTREE AND BOREHAMWOOD TOWN COUNCIL



### 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 a Zoom Webinar:

<https://us02web.zoom.us/j/85350326611?pwd=UzgzV0hqSHlyL3N5UkJOBFVAcDNxdz09>

Passcode: 528605

on Wednesday 25 November 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: H Jones – Town Clerk

Also Present: A total of 2 spectators/attendees

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

**29. MAYOR'S WELCOME**

The Mayor's address to Council was received which included reference to:

- the work of The Gratitude charity at Allum Hall;
- Volunteer work in the Community;
- Mayoral Engagements; and
- ongoing Council commitments.

**30. APOLOGIES FOR NON-ATTENDANCE**

There were none.

**31. DECLARATIONS OF COUNCILLORS' INTERESTS**

The following declarations of Councillors' interests were made:

<b>Committee Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
Cllr A Collins	33(iii)	Disclosable Pecuniary Interest

Members declaring a Disclosable Pecuniary Interest left the meeting and refrained from taking part in any discussion or decision-making processes relating to that item.

**32. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Full Council Meeting held on 2 September 2020 be signed by the Mayor as a true record and adopted by the Council.**

### 33. COMMUNITY GRANTS AND SPECIAL GRANTS

It was **RESOLVED** that:

the Community Grant Applications referred to Full Council be approved as set out in the report as follows:

<b>Applicant</b>	<b>Purpose of Grant</b>	<b>Amount Sought</b>	<b>Amount Agreed by Full Council</b>	<b>Funding Source with Power</b>
<b>(i) The Chai Centre aka Jewish Life Centre</b>	<b>50% costs of Hanukkah Celebration event</b>	<b>£7,500</b>	<b>£5,000</b>	<b>3229/302 Artistes Fees  Local Government Act 1972, s.145</b>
<b>(ii) All Saints Church</b>	<b>Studio Light for better illuminating webcasts</b>	<b>£500</b>	<b>£500</b>	<b>4161/401 Community Grants  Local Government (Miscellaneous Provisions) Act 1976, s.19</b>
<b>(iii) St Michael and All Angels Church</b>	<b>- New Toilet (£3,000) - window repair (£500) - window replacement (£1,500) - Notice Banners (£400) - hampers (£1,000) - trees (£100)</b>	<b>£6,500</b>	<b>£6,500</b>	<b>4161/401 Community Grants £2,932  9023/901 (EMR 329) £3,568  Local Government (Miscellaneous Provisions) Act 1976, s.19</b>

It was noted that BETTA had been awarded a Budgeted Grant of £1,000 towards running costs as per the 2019/20 application process (Local Government Act 1972 s.144).

### **34. ENTERTAINMENTS COMMITTEE “IN YEAR” BUDGET VIREMENTS**

**It was RESOLVED that:**

- (i) £3,500 of Artiste Fees Budget (302/3229 Budget of £14,000) be utilised for installation at Fairway Hall or alternative location of a flag pole and flag purchase (previously agreed as an action plan by Entertainments Committee on 6 October 2020 Minute 39 (ii));**
- (ii) up to £10,000 of Fireworks Display Budget (301/3130 Budget of £10,000) be utilised for “Key Worker Thank You Event” in current or next Financial Year (previously agreed as an action plan by Entertainments Committee on 6 October 2020 Minute 43);**
- (iii) up to £2,000 of Pre-Festival Event Budget (301/3202 Budget of £2,000) be utilised for Covid-19 Memorial Ceremony in current or next Financial Year (previously agreed as an action plan by Entertainments Committee on 6 October 2020 Minute 43); and**
- (iv) all of New Initiatives Budget (301/3147 Budget of £2,500) and £2,340 of Item Purchase hire Budget (302/3248 Budget of £2,874) be utilised for the purpose of installing electrical supply for Christmas Lights and other events at All Saints Church frontage costing £4,839.96.**

### **35. COUNCIL MEETING SCHEDULE**

**It was RESOLVED that:**

**the 2021 Meeting Schedule as recommended by the General Management Committee at its meeting on 15 October 2020 (Minute 31(ii)) be approved and adopted for 2021.**

### **36. REPORT OF OUTSIDE BODIES**

#### Outside Bodies Reports

Fairway Hall

Town Clerk

A report was provided on Fairway Hall improvements and use of the Hall during the Lockdown period, noting the updated guidance for safe use of multi-purpose community facilities:

Elstree, Borehamwood and District Community Association (2)

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

Council Members paid tribute to Jim McKean who had died aged 96. Jim led the community organisation of Allum Hall for more than 20 years and was instrumental in building the manor in Allum Lane into what it is today, having served on the board of trustees since the 1990s.

Hertsmere MENCAP (1)

Councillor (1)                      Cllr V Eni

Hertsmere MENCAP continued to provide an invaluable service despite the pandemic conditions and was meeting on a virtual basis. Cllr V Eni indicated that MENCAP still needed support and volunteer assistance.

Communities First (1 Member, 1 Standing Deputy)

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

**It was RESOLED that:**

**the Outside Bodies report of Communities First be removed from routine Council Agendas (except for when a report from the AGM was available).**

First Impressions Group (2)

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

It was reported that £80,000 of Railway Station improvements had been agreed (£16,000 planters and £64,000 kiosk). Cllr A Collins called for additional information to be provided by First Impressions.

**37. ACCOUNTS FOR PAYMENT**

**It was RESOLVED that:**

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

		2020/21	
Page	Vch.	Date	Amount
1	89-101	18 Jun 15	£4,550.00
2-3	102-124	30 Jun 20	£5,848.21
4-5	125-141	21 Jul 20	£26,672.48
6	142-152	7 Aug 20	£32,522.65
7-8	153-171	25 Aug 20	£8,596.79
9-10	172-185	10 Sep 20	£39,383.94
11	186-196	25 Sep 20	£6,124.61
12	197-205	29 Sep 20	£17,450.00
13	206-223	14 Oct 20	£39,873.85
14	224-241	29 Oct 20	£11,106.57
		<b>Total</b>	<b>£192,129.10</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)]

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

It was noted that at the time of agenda publication, the 2019/20 Annual Return had not been returned to the Town Council by the External Auditors.

However, at the time of the meeting, the Return had been received indicating an unqualified audit.

The AGAR would be formally submitted to the next Full Council meeting on 13 January 2021 to be formally approved.

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

There was none.

### **40. CLOSE OF MEETING AND PUBLIC QUESTIONS**

The Meeting closed at 9.36pm.

The next meeting was scheduled to take place on 13 January 2021 at 7.30 pm.

Members were asked to note the start time of the next meeting (reverting to 7.30pm to allow those Members commuting back from London to access the meeting more easily).

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