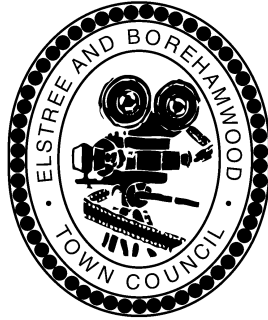


ELSTREE AND BOREHAMWOOD TOWN COUNCIL

FULL COUNCIL AGENDA



NOTICE is hereby given that a meeting of **FULL COUNCIL** will be held as follows:

Venue: Remote Meeting: Zoom Webinar

Joining Instructions:

<https://us02web.zoom.us/j/85350326611?pwd=UzgzV0hqSHlyL3N5UkJOeFVhbnRlbnRlc0pjd0Zkdz09>
Passcode: 528605

Or

Click on link on Town Council website:

<http://www.elstreeborehamwood-tc.gov.uk/>

Or

Watch on YouTube:

<https://www.youtube.com/channel/UCHwoL9bawHhx7ayXW2qzv-A/videos>

Date/Time: Wednesday 25 November 2020 at 7.00 pm.

[Meeting Open to Press and Public (Items 1 to 12)]

All Town Councillors are hereby summoned to attend.

Signed: _____

H R O Jones
Town Clerk
12 November 2020

(email) clerk@elstreeborehamwood-tc.gov.uk
(telephone) 0208 207 1382
(postal address) Fairway Hall, Brook Close, Borehamwood, Herts, WD6 5BT

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 meeting is being 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. They also remove the requirement to hold an annual meeting. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

Equality Act 2010: The general public sector equality duty places an obligation on a wide range of public bodies (including Town and Parish Councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Religion or Belief	Disability
Sex	Gender Reassignment
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

Recording of Council Meetings: The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). This permission does not extend to private meetings or parts of meetings which are not open to the public.

Distribution List:

Town Council Members:

Cllr S Rubner – Brookmeadow (Town Mayor)
Cllr Mrs S Parnell – Hillside (Deputy Mayor)
Cllr C Butchins - Hillside
Cllr Rebecca Challice - Shenley Road
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

Other Organisations:

Borehamwood and Elstree Times
Borehamwood Library
Hertsmere Borough Council
Hertfordshire County Council
Aldenham Parish Council
Shenley Parish Council
Hertfordshire Constabulary

1. **Mayor's Welcome:** To receive welcome by Town Mayor together with explanation of rules and conduct of Remote Meeting.

2. **Apologies:** To receive any apologies for non-attendance. At the time of agenda despatch, there were none.

3. **Declarations of Interest:** To:
 - a) receive declarations of interest from Councillors on items on the agenda;
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.

4. **Minutes:** To approve and adopt the Minutes of the **Full Council Meeting** held on **2 September 2020**.

- attached

5. **Community Grants and Special Grants:** Due to the impact of the Covid-19 pandemic, the scheduled November GMC meeting was postponed to January 2021. In addition, three grant applications were received after the scheduled date. Full Council is asked to consider the following grant applications:

Community Grants Awarded to date in 2020/21:

- Aldenham Renaissance CIC - £5,000 (Covid-19 Costs – car park entry system)
- Penniwells Riding Centre for the Disabled - £500 (Covid-19 Costs)
- Boreham Wood Football Club - £1,600 (Stadium Board)
- Borehamwood 2000 Football Club - £768 (new goal posts)
- Special School IT Grants – £18,700 (IT equipment for local schools)

Remaining Community Grants (4161/404) available Budget: £3,432

Applicant	Purpose of Grant	Amount Sought	Note
(i) The Chai Centre aka Jewish Life Centre	50% costs of Hanukkah Celebration event	£7,500	To be funded (if agreed) from an existing Entertainments Committee Budget (suggested) - Attached

(ii) All Saints Church	Studio Lights for better illuminating webcasts	£500	- Attached
(iii) St Michael and All Angels Church	- New Toilet (£3,000) - window repair (£500) - window replacement (£1,500) - Notice Banners (£400) - hampers (£1,000) - trees (£100)	£6,500	In January 2020, EBTC awarded St Michael and All Angels Church £5,046.56 from Top Sliced CIL monies for building works. - Attached

6. Entertainments Committee “In Year” Budget virements: Members are asked to consider the following Budget virements proposed by the Entertainments Committee at (i), (ii) and (iii) and by the Entertainments Committee Chairman in consultation with the Entertainments Officer at (iv):

- (i) To utilise £3,500 of Artiste Fees Budget (302/3229 Budget of £14,000) for installation of flag pole and flag purchase at Fairway Hall or alternative location (previously agreed as an action plan by Entertainments Committee on 6 October 2020 Minute 39 (ii));
- (ii) To utilise up to £10,000 of Fireworks Display Budget (301/3130 Budget of £10,000) for NHS 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) To utilise up to £2,000 of Pre-Festival Event Budget (301/3202 Budget of £2,000) for Covid-19 Memorial Service in current or next Financial Year (previously agreed as an action plan by Entertainments Committee on 6 October 2020 Minute 43); and
- (iv) To utilise 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) for the purpose of installing electrical supply for Christmas Lights and other events at All Saints Church frontage costing £4,839.96.

7. **2021 Council Meeting Schedule:** Full Council is asked to approve the 2021 Meeting Schedule as recommended by the General Management Committee at its meeting on 15 October 2020 (Minute 31(ii)).

- attached

8. **Mayoral Report and Report of Outside Bodies:**

[Members are asked to limit reports to a maximum time of 3 Minutes each]

To receive:

- (i) Coronavirus Report by Mayor and from Members (to be called by Mayor) detailing actions taken by Councillors during Pandemic.
- (ii) Outside Bodies reports as follows (it is understood that many of these organisations may not have met since the last Council meeting):

Fairway Hall Town Clerk

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

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

To note expenditure from EMR on Hall Floor refitting (£14,700 Capital Projects)

Elstree & Borehamwood Museum Group (1)

Councillor (1) Cllr A Collins

Borehamwood and Elstree Twin Town Association (1)

Councillor (1) Cllr M Vince

Elstree, Borehamwood and District Community Association (2)

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

Hertsmere MENCAP (1)

Councillor (1) Cllr V Eni

Communities First (1 Member, 1 Standing Deputy)

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

Aldenham Country Park (1)

Councillor (1) Cllr P Strack

Maxwell Park Management Group (1)

Councillor (1) Cllr J Newmark

First Impressions Group (2)

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

9. Accounts for Payment: To confirm the payment of accounts, as approved, 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
		Total	£192,129.10

- attached

10. Annual Return 2019/20: To note that at the time of agenda publication, the 2019/20 Annual Return had not been returned to the Town Council by the External Auditors.

- 11. Public Participation – Question Time:** Fifteen Minutes of the Meeting will be given over to questions from Members of the Public relating to Town Council Business.

A note on Public Questions: Where no clear and concise answer can be provided on the evening to any particular question raised, the Member of Public will be notified that he/she will be provided with a written response within five working days of the meeting answering the query in full or clearly stating what, if any, action the Council is undertaking. In some instances, it may be necessary to obtain advice before answering questions or to refer matters to the Committee of the Council with the pertinent Terms of Reference.

- 12. Close of Meeting:** To Close Meeting.

The next meeting of Full Council is scheduled for 13 January 2021 at 7.30pm.

[Note that in 2021, Full Council meetings will revert to a 7.30pm start time]

[End of Agenda]