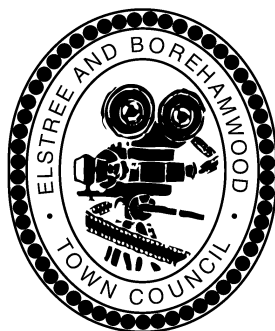


## ELSTREE AND BOREHAMWOOD TOWN COUNCIL



### FULL COUNCIL

**MINUTES** of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 24 November 2021 at 7.30pm.

Present:

- Cllr Mrs F Turner - Elstree (Town Mayor)
- Cllr Mrs S Parnell – Hillside (Deputy Mayor)
- Cllr C Butchins – Hillside
- Cllr R Butler - Cowley Hill
- Cllr R Challice - Shenley Road
- 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 S Rubner – Brookmeadow

In Attendance:

- M Eni – BETTA
- R Redman – First Impressions
- Rev. T Warr – All Saints Church
- J Elders - Borehamwood Foodbank
- D Salter – Entertainments Officer
- H Jones – Town Clerk

### 39. APOLOGIES

Apologies for absence were received from Cllr M Vince (Health Related).

#### 40. DECARATIONS OF INTEREST

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr J Newmark	42. Hertsmere Local Plan	Other – HBC Planning Committee Member
Cllr Mrs F Turner	42. Hertsmere Local Plan	Other – HBC Planning Committee Member
Cllr V Eni	44. (ii) Community Grant - Elstree and Borehamwood Unity Network	Disclosable Pecuniary Interest (DPI)

Members declaring a Disclosable Pecuniary Interest refrained from taking part in any discussion or decision making processes relating to those items.

#### 41. MINUTES

It was **RESOLVED** that:

**the Minutes of the Council Meeting held on 1 September 2021 be signed by the Mayor as a true record and adopted by the Council.**

#### 42. HERTSMERE LOCAL PLAN

Voting 5 in favour and 7 against, the following motion proposed by Cllr J Newmark and seconded by Cllr Vince (as written in the agenda) FELL:

*“This Council notes local concern about the lack of open public consultation meetings on the proposed Hertsmere Borough Council Local Plan. Council resolves to submit its own full response to the Local Plan, rooted in direct consultation with local residents. Council further calls upon all Town, Borough and County Councillors in the area to confirm that neither they, nor their businesses, stand to profit directly or indirectly from the Local Plan proposals and recommendations.”*

It was **RESOLVED** that:

- (i) **the proposed Labour Group amendments to the Hertsmere Local Plan response be adopted and incorporated into the Town Council’s formal submission together with copies of both CPRE Hertfordshire submissions; and**
- (ii) **the Town Clerk convene a Zoom meeting with Group Leaders and Environment and Planning Committee Chairman to finalise the submission at (i) above prior to the 6 December 2021 deadline.**

#### **43. NEIGHBOURHOOD PLAN**

Council thanked the Members on the Neighbourhood Planning Steering Group (Cllr C Butchins and Cllr R Challice) and looked forward to the launch event of the Neighbourhood Plan in the New Year (subject to any Covid-19 restrictions that may be applicable at the time). It was noted that the consultants appointed by the Council would be asked to take a lead role in organising this event.

**It was RESOLVED that:**

- (i) Hertsmere Borough Council be advised of Full Council’s stated intention to submit an Area Designation Request (ADR) for a Neighbourhood Plan (whole of Elstree and Borehamwood boundary);**
- (ii) Alison Eardley Consulting be approved as the Town Council’s appointed consultants for the purposes of Neighbourhood Planning; and**
- (iii) a “Neighbourhood Plan Launch Event” be approved to take place in 2022 to be held at Fairway Hall with the intention of appointing a Working Party (with the advice of consultants) at this time.**

#### **44. COMMUNITY GRANTS**

It was noted that the General Management Committee had recommended that the Community Grants be approved at Full Council at its meeting on 24 November 2021 (Minute 24 of GMC Minutes of 7 October 2021).

**It was RESOLVED that:**

**the following Community Grants be approved:**

	<b>Applicant</b>	<b>Purpose of Grant</b>	<b>Amount Sought</b>	<b>Amount Approved by Full Council</b>
<b>COMMUNITY GRANTS</b>				
<b>(i)</b>	<b>The Chai Center</b>	<b>Chanukar Event (50% of £30,000 costs)</b>	<b>£15,000</b>	<b>£5,500</b> <b>Split as follows:</b> <b>£2,500 from Community Grants (4161/404)</b>

				and  £3,000 from New Initiatives (3147/301) with the Entertainment Committee's approval
(ii)	Elstree and Borehamwood Unity Network	Fourth Diversity Festival costs on 30/31 October 2021	£1,000	£1,000

#### 45. SCHEDULE OF MEETINGS

It was RESOLVED that:

the Schedule of Meetings 2022 (previously approved and recommended to Full Council by the GMC Meeting of 7 October 2021 Minute 26) be agreed and adopted for the year ahead.

#### 46. ACCOUNTS FOR PAYMENT

It was RESOLVED that:

the payment of accounts be confirmed as follows:

		2020/21	
Page	Vch.	Date	Amount
1-2	118-145	25/08/2021	£43,433.69
3-4	146-168	03/09/2021	£3,089.38
5	169-179	14/09/2021	£26,846.80
6	180-193	29/09/2021	£18,975.75
7	194-207	06/10/2021	£24,021.63
8	208-225	14/10/2021	£28,260.91
9	226-233	22/10/2021	£2,615.71
10	234-247	03/11/2021	£10,788.46
		<b>Grand Total</b>	<b>£158,032.33</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)]

**47. SIGNED MINUTES**

**It was RESOLVED that:**

**the following Committee signed Minutes be adopted and included in the Council Minute Book:**

**Entertainments Committee:**

**7 July 2021**

**31 August 2021**

**5 October 2021**

**Environment and Planning Committee**

**19 July 2021**

**13 September 2021**

**19 October 2021**

**General Management Committee**

**8 July 2021**

**7 October 2021**

**Transport and Community Safety Forum**

**30 June 2021**

**Youth Council**

**13 March 2021**

**21 April 2021**

**1 September 2021**

**13 October 2021**

**48. ANNUAL RETURN 2020/21**

It was noted that Members applauded the Deputy Clerk for her role in obtaining an unqualified Audit for the Town Council for the 2020/21 accounts.

**It was RESOLVED that:**

**the completed 2020/21 Annual Return returned to the Town Council by the External Auditors be approved and adopted.**

#### **49. FREEDOM OF INFORMATION REQUESTS**

**It was RESOLVED that:**

**the following Freedom of Information Requests submitted to Town Council since previous Council meeting be noted:**

<b>Received</b>	<b>Topic</b>	<b>Town Council Responded</b>
<b>20 September 2021</b>	<b>Band Stand purchased by Town Council and Installed at Meadow Park</b>	<b>7 October 2021</b>
<b>8 October 2021</b>	<b>Appointment of Architects to carry out Fairway Hall and Council Offices Development Project</b>	<b>20 October 2021</b>

#### **50. INTERNATIONAL AFFAIRS SUB-COMMITTEE**

Members were advised of the procedures for appointing Council Committees and Sub-Committees in accordance with the terms of Council's Standing Orders and the Local Government Act 1972.

The Motion brought to Council by Cllr A Collins and seconded by Cllr R Butler was withdrawn.

Voting with 10 in Favour and 2 Against it was resolved as follows:

**It was RESOLVED that:**

**the General Management Committee be asked to review the merits/rationale for holding an International Affairs Sub-Committee at Elstree and Borehamwood Town Council and to consider a constructive way forward for the Authority in seeking to engage with the broader international community (including Town Twinning).**

#### **51. OUTSIDE BODIES**

**It was RESOLVED that:**

**the General Management Committee be asked to review the Council's Outside Bodies Membership and reporting mechanism to Full Council.**

### Fairway Hall

The revised Fairway Hall Regular Bookings schedule was noted together with hours of use since the previous Full Council on 1 September 2021:

Charity (MENCAP)	87 hours
Children's Groups	78 hours
Community	43 hours
Council	22 hours
Filming	8 hours
Fitness Classes	11 hours
Private Functions	32 hours

### Elstree & Borehamwood Museum Group

Cllr A Collins reported on Museum activities since the last Council meeting including a meeting on site with the volunteers and Cllr P Kaza. It was noted that the Holby City display was ending shortly. It was noted that the Museum was regularly highlighted in the Town Crier magazine in order to publicise its activities and to attract visitors.

### Elstree, Borehamwood and District Community Association

Cllr R Butler read a report from EBDCA which included:

- note that 96% of regular hirers had returned to Allum Hall;
- renovations had taken place in the Hall and Manor (specially roof repair);
- 3 clinics per week for vaccinations were held at Allum Hall (with more planned as booster jabs were being rolled out among more age groups); and
- 2 portacabins located in the car park have formed an assessment centre where patients could be seen by a GP by phone or in person (reducing trips to A&E).

### Hertsmere MENCAP

Cllr V Eni provided a report noting the success of the Golf Club event and a planned Christmas party (subject to Covid-19 restrictions). In addition Hertsmere MENCAP was involved in the HBC grants process to cover costs and the "Post Code Lottery" grant scheme.

### Aldenham Country Park

Cllr Mrs P Strack reported that the offer for an independent dam survey to be prepared had not been accepted by the owners. The Advisory Panel recommended that special status should be granted to Aldenham Country Park and reservoir to protect it for future generations. Whilst no Christmas parties were planned for the month of December ACP had reported a successful Halloween period with "good takings" being noted.

## Maxwell Park

Cllr R Challice reported on Mitzvah Day activities carried out at Maxwell Park by Local Schools, an environmental survey and fitness classes aimed at involving younger children. She noted that she would be visiting the facilities in due course.

## First Impressions Group

Cllr A Collins provided an update report together with R Redman relating to:

- forecourt planting at Elstree and Borehamwood Railway Station
- the Passenger Benefit Fund
- the opening of the Information Kiosk at the Railway Station

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

### Foodbank

Council received representations from J Elders (Borehamwood Foodbank) and was applauded by all Members for the work that she and her colleagues undertook. It was noted that the Foodbank was the Mayor's Charity for 2021/22. Ms Elders extended the thanks to all the residents of Elstree and Borehamwood who had supported the service through their donations. It was noted that the service extended beyond food and included, for example, school uniforms. In addition, the organisers of the Diversity Festival held at Fairway Hall in October were thanked for raising £300 for the Foodbank. It was noted that Foodbank collections would be made at the upcoming Town Council events, notably the Christmas Switch On Event and BBC Band Concert before the end of 2021.

## **53. EXCLUSION OF PRESS AND PUBLIC**

**It was RESOLVED that:**

**under the Public Bodies (Admission to Meetings) Act 1960 s.1 (2), the press and public be excluded from the meeting whilst matters pertaining to individual nominations for civic awards were discussed.**

## **54. HONORARY FREEMEN/FREEWOMEN**

**It was RESOLVED that:**

**no Freeman/Freewomen awards be approved at the meeting.**



**55. CLOSE OF MEETING**

The Meeting closed at 9.45pm.

It was noted that the next meeting of Full Council was scheduled for Wednesday 19 January 2022 at 7.30 pm at Fairway Hall.

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