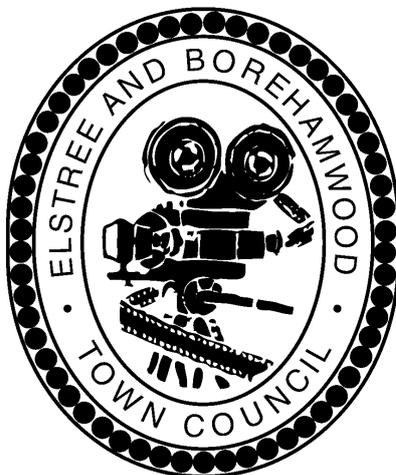


**ELSTREE AND BOREHAMWOOD
TOWN COUNCIL**

ANNUAL COUNCIL 2021/22 AGENDA



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

Venue: Remote Meeting: Zoom Webinar

Joining Instructions:

<https://us02web.zoom.us/j/88963509745?pwd=QW9zS1ZMT2INTWxxdJNjSmF2MIhQUT09>
Passcode: 699199

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: Tuesday 4 May 2021 at 7.30 pm.

[Meeting Open to Press and Public (Items 1 to 11)]

All Town Councillors are hereby summoned to attend.

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

Signed:

H R O Jones
Town Clerk
26 May 2021

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). Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. This permission does not extend to private meetings or parts of meetings which are not open to the public. Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

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

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

**HRH Prince Philip, Duke of Edinburgh
Victims of Covid-19 Pandemic**

Prior to the commencement of the meeting, the outgoing Mayor (Cllr S Rubner) has requested the leave of Members to make a short address in relation to the death of HRH Prince Philip, Duke of Edinburgh and to hold a period of quiet reflection for the victims of the Covid-19 pandemic.

1. Town Mayor: To:

- (i) elect a Town Mayor for the Municipal Year 2021/22;
- (ii) receive incoming Town Mayor's declaration of acceptance of office;
- (iii) receive outgoing Mayor's announcement; and
- (iv) receive incoming Mayor's announcement.

2. Deputy Town Mayor: To:

- (i) elect a Deputy Town Mayor for the Municipal Year 2021/22; and
- (ii) receive incoming Deputy Town Mayor's declaration of acceptance of office and any announcements.

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

4. 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.

5. Minutes: To approve and adopt the Minutes of the Meeting of the Council held on **10 March 2021**.

- attached

6. General Power of Competence: To resolve to adopt General Power of Competence for 2021/22 for, *inter alia*, the purpose of any grant awards agreed by Council outside of the scope of the Grants Policy and for any expenditure of CIL monies which satisfy the relevant criteria in accordance with the Localism Act 2011.

7. **Committee Appointments:** To appoint Members to serve on Standing Committees/Advisory Committees.

Appointments are required as follows:

- Entertainments Committee
- General Management Committee
- Environment and Planning Committee
- Youth Council (2 Adult Councillor representatives to sit on Youth Council)
- Sustainable Transport Sub-Committee
- Transport Forum
- Community Safety Meeting
- International Affairs Sub-Committee

[For ease of reference, a separate booklet is appended to the Agenda for Members detailing current appointments, political split, chairmanships and notes on terms of reference for each Committee/Sub-Committee]

Note on Standing Orders and Committee Appointments:-

(i) Standing Order No. 41 states that the Town Mayor and Deputy Town Mayor shall be ex-officio members of the Entertainments Committee but may be elected to any other Committee in the same way as any Councillor may be.

(ii) Standing Order 42 states that every Committee shall, at its first meeting, before proceeding to any other business elect a Chairman and may elect a Vice-Chairman, who shall hold office until the next Annual Meeting of the Council, ***unless the Chairman is elected at the Council's Annual Meeting.***

The historic practice at this Council has been to appoint Chairmen and Vice-Chairmen at the Annual Meeting.

8. Outside Bodies: To appoint Members to serve on Outside Bodies as follows:

[For ease of reference, a separate booklet is appended to the Agenda for Members detailing current appointments and political split]

- Fairway Hall (Town Clerk)
- Leeming/Aycliffe Big Local Advisory Panel (2 Ward Members)
- Elstree and Borehamwood Museum Group (1 Member)
- Borehamwood & Elstree Twin Town Association (1 Member)
- Elstree, Borehamwood and District Community Association (2 Members)
- Hertsmere MENCAP (1 Member)
- Community Hertsmere (1 Member and 1 Standing Deputy)
- Aldenham Country Park (1 Member)
- Maxwell Park Management Group (1 Member)
- First Impressions Group (2 Members)

9. Freedom of Information Requests: Council is asked to note the receipt of a request under the Freedom of Information Act relating to the Annual Parish Meeting of 3 March 2021 (the request was received on 3 March 2021 and a response was made by the Council on 23 March 2021).

10. 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.

11. Close of Meeting: To Close Meeting.

The next meeting of Council is scheduled for Wednesday 23 June 2021 at 7.30 pm in Fairway Hall (first meeting returning to Fairway Hall following the easing of Covid-19 Lockdown restrictions).

[End of Agenda]