

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

FULL COUNCIL AGENDA



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

Venue: Fairway Hall, Brook Close, Borehamwood, WD6 5BT

Date/Time: Wednesday 1 September 2021 at 7.30 pm.

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

All Town Councillors are hereby summoned to attend.

Signed: _____

H R O Jones
Town Clerk
24 August 2021

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

Equality Act 2010: The 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 Mrs F Turner - Elstree (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 S Rubner – Brookmeadow
Cllr Mrs P Strack – Hillside
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

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

2. **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.

3. **Minutes:** To approve and adopt the Minutes of:

- (i) the Council Meeting held on 23 June 2021; and **- attached**
- (ii) the Extraordinary Council Meeting held on 14 July 2021. **- attached**

4. **Accounts for Payment:** To confirm the payment of accounts, as approved, as follows:

		2020/21	
Page	Vch.	Date	Amount
1	48-61	04/06/21	£ 4,735.79
2	62-75	17/06/21	£ 31,679.65
3-4	76-97	06/07/21	£ 87,905.67
5-6	98-117	02/08/21	£ 33,145.78
		Grand Total	£ 157,466.89

- attached

5. **Signed Minutes:** To note the signed Minutes of the following Committee meetings to form part of the official Council Minute Book. It is noted that signed Committee Minutes were not taken to Zoom meetings during the Covid period and that Chairmen were not available in person for signing. To spread the backlog, historic Minutes will be presented to Council in batches:

(i) Entertainments Committee:

- 4 February 2020
- 10 March 2020
- 2 June 2020
- 4 July 2020
- 4 August 2020
- 1 September 2020
- 6 October 2020
- 3 November 2020
- 2 February 2021
- 2 March 2021
- 30 March 2021

(ii) Environment and Planning Committee

18 February 2020
17 March 2020
15 September 2020
20 October 2020
16 March 2021

(iii) General Management Committee

6 February 2020
23 July 2020
15 October 2020
11 January 2021
4 February 2021
22 April 2021

(iv) Transport and Road Safety Forum

19 February 2020
21 October 2020

(v) Community Safety Meeting (CSM)

4 December 2019
30 September 2020

(vi) Youth Council

11 March 2020
14 October 2020
10 December 2020
6 January 2021
24 February 2021

6. Annual Return 2020/21: To note that at the time of agenda publication, the 2020/21 Annual Return had not been returned to the Town Council by the External Auditors.

7. Outside Bodies: To receive reports from Members serving on Outside Bodies as follows:

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

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

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

Aldenham Country Park (1)
Councillor (1) Cllr P Strack

Maxwell Park Management Group (1)
Councillor (1) Cllr R Challice

First Impressions Group (2)
Councillor (1) Cllr S Parnell
Councillor (2) Cllr A Collins

8. Outstanding Appointments: To appoint representatives on:

- (i) International Affairs Sub-Committee (2 Labour Group Vacancies – other Members are Cllr Mrs P Strack (Chairman), Cllr Mrs S Parnell and Cllr C Butchins); and
- (ii) Neighbourhood Planning Steering Group (suggested 2 Members initially – 1 Labour Group Member and 1 Conservative Group Member).

9. Filming Council Meetings: To receive update report on filming Council and Committee meetings.

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 Full Council is scheduled for Wednesday 24 November 2021 at 7.30 pm at Fairway Hall.

[End of Agenda]