

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 24 November 2021 at 7.30 pm.

[Meeting Open to Press and Public (Items 1 to 15)]

All Town Councillors are hereby summoned to attend.

Signed

A handwritten signature in blue ink, appearing to read "H R O Jones".

H R O Jones
Town Clerk
17 November 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 the Council Meeting held on 1 September 2021.

- attached

4. **Hertsmere Local Plan:** To consider:
 - (i) Motion brought to Council by Members (Cllr J Newmark, seconded by Cllr M Vince):

“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.”

 - (ii) Town Council response to Hertsmere Local Plan consultation in light of discussions at Environment and Planning Committee meeting of 15 November 2021 (Committee Chairman to report) and Group Leaders’ discussions prior to the meeting (at the request of the Environment and Planning Committee, an extract of the Planning for Growth document is attached – full version link below):

<https://www.hertsmere.gov.uk/Planning--Building-Control/Planning-Policy/Local-Plan/New-Local-Plan/New-Local-Plan-Planning-for-Growth.aspx>

- attached

5. **Neighbourhood Plan:** To consider:
 - (i) approval of Full Council’s stated intention to submit to Hertsmere Borough Council an Area Designation Request (ADR) for a Neighbourhood Plan (whole of Elstree and Borehamwood boundary);

 - (ii) approval of Alison Eardley Consulting as Town Council’s appointed consultants for the purposes of Neighbourhood Planning (route map and Entertainments Committee Chairman’s comments attached); and

- attached

 - (iii) approval of a “Launch Event” in 2022 to be held at Fairway Hall for a Neighbourhood Plan with the intention of appointing a Working Party (with the advice of consultants) at this time.

6. **Community Grants:** To consider Recommendation from Minute 24 of GMC Minutes of 7 October 2021 that the following Community Grants be recommended to Full Council at its meeting on 24 November 2021:

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

- attached (requested by non GMC Members)

7. **Schedule of Meetings:** To adopt Schedule of Meetings 2021 (previously approved and recommended to Full Council by the GMC Meeting of 7 October 2021 Minute 26).

- attached

8. **Accounts for Payment:** To confirm the payment of accounts, as approved, 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
		Grand Total	£158,032.33

- attached

9. **Signed Minutes:** To note the signed Minutes of the Committee meetings to form part of the official Council Minute Book (as agreed by Full Council to be viewed by Members on Town Council website in place of hard copies).

- Entertainments Committee since 30 March 2021
- Environment and Planning Committee since 16 March 2021
- General Management Committee since 22 April 2021
- Transport and Road Safety Forum since 21 October 2020
- Community Safety Meeting (CSM) since 30 September 2020
- Youth Council since 24 February 2021

10. **Annual Return 2020/21:** To approve and adopt 2020/21 Annual Return returned to the Town Council by the External Auditors.

- attached

11. **Freedom of Information Requests:** To note following Freedom of Information Requests submitted to Town Council since previous Council meeting:

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

12. **International Affairs Sub-Committee:** To consider:

- (i) Motion brought to Council by Members (Cllr A Collins, seconded by Cllr R Butler):

“This council notes the decision taken by Cllrs Strack, Butchins and Parnell to end the last meeting of the International Affairs Committee after 5 minutes and their vote to dissolve the Committee without discussion. Council believes this decision to be ultra vires and in direct contradiction to the wishes of Full Council. Council believes this is a shameful political attempt to cover up the shocking failure of the ill-fated ‘China Sister Town’ project. Council condemns this decision and overturns it.”

- (ii) report following International Affairs Sub-Committee meeting on 10 November 2021 (Sub-Committee Chairman and Town Clerk).

13. **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

- 14. 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.

- 15. Exclusion of Press and Public**

The Mayor to move the following resolution: 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 are discussed.

- 16. Honorary Freeman/Freewomen:** To consider nominations presented to Full Council for Honorary Freeman/Freewomen awards.
- attached (Members Only – orange papers)

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

The next meeting of Full Council is scheduled for Wednesday 19 January 2022 at 7.30 pm at Fairway Hall.