

# 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 15 June 2022 at 7.30 pm.

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

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  
7 June 2022

(email) [clerk@elstreeborehamwood-tc.gov.uk](mailto: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 S Parnell – Hillside (Mayor)  
Cllr C Butchins – Hillside (Deputy Town Mayor)  
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 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

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 Annual Council Meeting held on 11 May 2022.

- attached

4. **Community Infrastructure Levy (CIL) :** To consider and approve, as appropriate, recommendations from Environment and Planning Committee in relation to use of Top Sliced (Town Council CIL) expenditure (current balance excluding earmarked projects or committed expenditure £169,531.25):

Scheme	Amount Sought	Decision of E&P on 23/05/22	Notes
Improvements to Car park, visitor access and Arsenal Ladies TV area	£125,000 From Boreham Wood Football Club	To be considered by Full Council on 15 June 2022 with recommendation for approval on condition HBC award the full element sought by the Football Club from that authority (£150,000)	None

- attached

5. **Internal Audit:** To resolve to receive and accept Internal Audit Report 2021/22 (Final).

- attached

6. **Outside Bodies:** To receive written reports from Members serving on Outside Bodies. At the time of agenda distribution, there were none.

7. **NALC Model Standing Orders – April 2022:** To consider adopting modifications to Standing Orders in NALC model (April 2022) (APPENDIX 7(i)) into current Town Council document (APPENDIX 7 (ii)).

- attached

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

<b>2021/22</b>			
<b>Page</b>	<b>Vch.</b>	<b>Date</b>	<b>Amount</b>
1-2	449-471	14 March 2022	£33,803.68
3-4	472-491	29 March 2022	£6,761.02
5	492-504	31 March 2022	£2,107.52
		<b>Sub-Total</b>	<b>£42,672.22</b>
<b>2022/23</b>			
<b>Page</b>	<b>Vch.</b>	<b>Date</b>	<b>Amount</b>
6-7	1-32	13 April 2022	£58,795.88
8	33-46	25 April 2022	£13,415.19
		<b>Sub-Total</b>	<b>£72,211.07</b>
		<b>Grand Total</b>	<b>£114,883.29</b>

- attached

9. **Signed Minutes:** To note the signed Minutes of the Committees as follows (<http://www.elstreeborehamwood-tc.gov.uk/index.php/yourcouncil/meeting-minutes>):

Entertainments Committee

5 April 2022

Environment and Planning Committee

11 April 2022

General Management Committee

28 April 2022

Transport and Community Safety Forum

30 March 2022

Youth Council

2 March 2022

- 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 7 September 2022 at 7.30 pm at Fairway Hall.

[End of Agenda]