

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

GENERAL MANAGEMENT COMMITTEE (SPECIAL MEETING)

MINUTES of a Special meeting held under the powers contained within the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the 2020 Regulations”) which came in to force on 4 April 2020. The regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The 2020 Regulations apply to local council meetings, committee and sub-committee meetings in England.

The meeting was held remotely on Zoom:

<https://us02web.zoom.us/j/86989544132?pwd=czBXRjRkek0rdkRraXlKZjhQbm93QT09>
Passcode: 349246

on Monday 11 January 2021 at 7.00pm

Present: Cllr Mrs S Parnell (Chairman) – in the Chair
Cllr Mrs P Strack (Vice Chairman)
Cllr Richard Butler
Cllr C Butchins
Cllr J Newmark

In Attendance: Cllr S Rubner (Town Mayor)
Cllr Mrs F Turner
Cllr P Kaza
T Malton – Deputy Clerk
H Jones – Town Clerk

39. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

40. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

41. PUBLIC PARTICIPATION

There was none.

42. MINUTES

It was RESOLVED that:

the Minutes of the meeting of the General Management Committee held on 15 October 2020 be approved and authorised for signing by the Committee Chairman.

43. FINANCIAL REPORT

It was RESOLVED that:

- (i) it be noted that the Annual Governance & Accountability Return for the year ended 31 March 2020 (completed by internal and external auditors) be ratified by Full Council on 13 January 2021;**
- (ii) the Income and Expenditure Report to 4 January 2021 be noted;**
- (iii) the General Management Committee meeting on 4 February 2021 be asked to consider further the School Swimming remainder Budget for 2020/21 (noting option to extend “Computers for Schools” project and invoices received by Schools for the year 2020/21 to date);**
- (iv) Councillors be notified that Council Budgets would not be utilised to purchase computers for Town Councillors but that the Independent Remuneration Panel be asked (once convened) to take into consideration the IT requirements of Elected Members;**
- (v) the following amendments/recommendations to the Budget for 2021/22 be referred to Full Council on 13 January 2021:**
 - 1681/106 COM-LETTINGS (Hall Income)
Reduce from £35,000 to £20,000
(Rationale: COVID-19 Pandemic likely to continue to disrupt use of Fairway Hall in 2021).**
 - 4166/401 Football Marketing (Previously a grant to BW Football Club)
recode from 401 (Grants) to 104 (Administration)
(Rationale: BW Football Club to be asked not to apply for a grant for marketing but for GMC to determine use of budget on a yearly basis).**
 - To Note: Community Grants award budget to remain at £10,000.**
 - To Note: The Council would comply with Government rulings on public sector pay awards in relation to staff salaries.**

- (vi) **the Town Council Precept demand for 2021/22 be recommended to be set as follows by Full Council on 13 January 2021:**

Precept Demand	£495,577.22
Band D Yearly	£36.99
Multiplied by tax base	13,397.6
Thus making the Final Demand	£495,577.22

[This represented a 0% increase of final Demand from 2020/21].

44. PROTOCOLS FOR STREAMLINING AT COUNCIL MEETINGS

Members noted the procedures outlined in Standing Orders (which would be reviewed by Full Council at its meeting on 10 March 2021). It was also noted that the Council would seek to apply the principles set out in 7.29 of Arnold-Baker Local Council Administration (11th ed):

“In larger authorities it is common to limit the length of speeches and not to permit members other than the mover to speak more than once on any one resolution. In any but the largest local councils these rules seem unduly restrictive. On the other had the chairman ought not to allow members to introduce into their speeches matters which do not relate to the issue before the council. A decision on relevance is often hard to make, and no doubt a chairman should allow some latitude rather than incur the suspicion that he is trying to gag debate, but the duty should not be shirked and when a matter is ruled out of order as irrelevant the ruling should be firmly enforced.”

45. FAIRWAY HALL BUILDING

It was RESOLVED that:

- (i) the Completed Fire Risk Assessment 2020/21 be received; and**
- (ii) a Sub Group be formed to consider further the proposal to extend Fairway Hall/Council Offices comprising of the Group Leaders and Deputy Leaders to meet prior to the GMC meeting on 4 February 2021 and to report to that meeting.**

46. EXCLUSION OF PRESS AND PUBLIC

It was RESOLVED that:

under the Public Bodies (Admission to Meetings) Act 1960 S1 (2) the press and public be excluded from the meeting whilst legal cases / staffing matters were discussed.

47. CLERK'S REPORT

Members received a report from the Town Clerk on matters relating to outstanding cases/insurance claims and staffing issues not covered under remit of Staffing Committee.

48. CLOSE OF MEETING

It is noted that the next meeting of the General Management Committee was scheduled for 4 February 2021 at 7.00pm (subject to change due to Covid-19 pandemic).

The Meeting closed at 9.10pm.

Date:..... CHAIRMAN.....