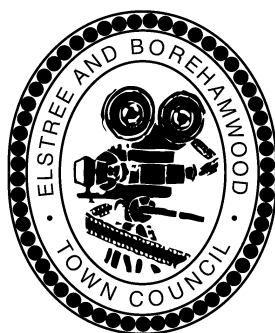


## ELSTREE AND BOREHAMWOOD TOWN COUNCIL



### FULL COUNCIL

**MINUTES** of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 23 March 2022 at 7.30pm.

Present:

- Cllr Mrs F Turner - Elstree (Town Mayor)
- Cllr Mrs S Parnell – Hillside (Deputy Mayor)
- Cllr C Butchins – Hillside
- Cllr R Butler - Cowley Hill
- Cllr A Collins - Cowley Hill
- Cllr V Eni – Brookmeadow
- Cllr S Lawrence - Kenilworth North
- Cllr J Newmark - Kenilworth South
- Cllr Mrs P Strack – Hillside
- Cllr S Rubner – Brookmeadow
- Cllr M Vince – Cowley Hill

In Attendance:

- J Elders – Borehamwood Food Bank
- D Salter – EBTC Entertainments Officer
- H Jones – EBTC Town Clerk and RFO

#### **Ukrainian Refugees: Borehamwood**

Prior to the Council Meeting taking place, those in attendance received an address from the Town Mayor in relation to the Ukrainian crisis and the refugees from Ukraine who were being housed in Borehamwood. A Mayoral visit took place on 21 March 2022 to welcome the refugees and assistance was being provided by Hertsmere Borough Council, especially in helping those fleeing conflict to keep open channels of communication with friends and relatives overseas.

## 69. APOLOGIES

It was **RESOLVED** that:

**apologies for absence be received and approved by the Council for:**

**Cllr R Challice (Covid)**

**Cllr P Kaza (Travel Abroad)**

## 70. DECLARATIONS OF INTEREST

The following declarations of Councillors' interests were made:

<b>Committee Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
Cllr R Butler	75(i) Community Grants: Woodlands Primary School	Disclosable Personal Interest (DPI)
Cllr J Newmark	81. Honorary Freemen / Freewomen	Disclosable Personal Interest (DPI)

## 71. MINUTES

It was **RESOLVED** that:

**the Minutes of the Council Meeting held on 19 January 2022 be signed by the Mayor as a true record and adopted by the Council.**

## 72. REPRESENTATIONS FROM LOCAL GROUPS

Full Council received an address from J Elders (Borehamwood Food Bank) on its activities over the past twelve months (noting the effects of the pandemic on the service). It was estimated that 100,000 meals were provided in 2021/22.

The importance of the family network was emphasised and the difficulty of isolation for certain people in the community. It was noted with interest that the Food Bank provided more than just food – with school shoes and uniforms being available to those most in need.

150 Christmas hampers were given in December and the Charity had worked on a “*Winter Wellness Scheme*” with the provision of duvets, coats and blankets. It was also noted that many requests for microwaves had been received.

**It was RESOLVED that:**

**the Town Clerk be authorised to provide a grant to the Borehamwood Foodbank (Community Grants Budget 2021/22) (4161/401) to cover the cost of 10 microwave ovens (£760).**

### **73. OUTSIDE BODIES**

**It was RESOLVED that:**

**the written reports from Outside Bodies be received as follows:**

- **Allum Manor**
- **Aldenham Country Park Advisory Panel**
- **Hertsmere MENCAP**
- **First Impressions**

### **74. FINANCIAL RISK ASSESSMENT AND POLICY DOCUMENTATION**

**It was RESOLVED that:**

**the following Council Risk Assessments and Policy Documents be adopted subject to any amendments listed below for review in 12 months by Full Council:**

- (i) **Financial Risk Assessment 2021/22 (in order to comply with Regulation 4(2) of the Accounts and Audit (England) Regulations 2011, the Council must minute an appropriate risk assessment having been carried out during the year) (as set out);**
- (ii) **Standing Orders (with the amendments that references be removed to the China Sister Town Sub-Committee and replaced with the International Affairs Sub-Committee and the Pronouns “He” be replaced with “He/She/They” and “His” with “His/Hers/Their” and “Chairman” with “Chair”);**
- (iii) **Financial Regulations (as set out);**
- (iv) **the Council, Committee, Sub-Committee and Forum Terms of Reference and Delegated Authority (as set out); and**
- (v) **Youth Council Constitution 2022/23 (as set out).**

## 75. COMMUNITY GANTS

It was **RESOLVED** that:

the following Community Grant Awards (4161/401) be made:

<b>Award</b>	<b>Amount</b>	<b>Purpose</b>	<b>Power</b>
<b>Woodlands Primary School</b>	<b>£1,000</b>	<b>Defibrillator</b>	<b>s.137 of Local Government Act 1972</b>
<b>Borehamwood Brass</b>	<b>£480</b> <b>with condition that Band consider use of Fairway Hall in future</b>	<b>Venue Hire</b>	<b>s.19 Local Government (Miscellaneous Provisions) Act 1976</b>

## 76. COMMUNITY INFRASTRUCTURE LEVY (CIL)

The current Top Sliced CIL balance at the time of the meeting was noted as £264,702.

Recorded Vote:

Cllr Mrs F Turner (Town Mayor)	Against
Cllr Mrs S Parnell (Deputy Mayor)	Against
Cllr C Butchins	Against
Cllr R Butler	For
Cllr A Collins	For
Cllr V Eni	Against
Cllr S Lawrence	Against
Cllr J Newmark	For
Cllr Mrs P Strack	Against
Cllr S Rubner	Against
Cllr M Vince	Against

Voting 3 in favour and 8 against, the following motion proposed by Cllr J Newmark and seconded by Cllr R Butler FELL:

*the Town Council deploy £58,000 (i.e. the full amount sought by HBC) on the Cycle Hire Scheme from Top Sliced CIL receipts with assurances being obtained that the scheme would include improvements the existing cycle network, especially Shenley Road.*

**It was RESOLVED that:**

**Top Sliced CIL payments/transfers be made as follows:**

<b>Scheme</b>	
<b>Cycle Scheme ("hire bicycles")</b>	<b>(i) Award Hertsmere Borough Council £20,000  and  (ii) Transfer from CIL FUND (329) £38,000 to (New EMR)  Create New EMR "CIL: Bicycle Scheme"  contingent on Shenley Road bicycle improvements being completed to Town Council's satisfaction (to be referred to Full Council for approval at appropriate time)</b>
<b>Projects Officer Post (2 Years initial funding) NJC Scale 29</b>	<b>Transfer from CIL FUND (329) £90,500 to (New EMR)  Create New EMR: "CIL: Projects Officer"</b>
<b>"Golden Gravel" Resurfacing of All Saints Cemetery</b>	<b>Town Clerk be authorised to approve expenditure of up to £35,000 (subject to three quotations being sought and with Church of England approval "Faculty" – if required) for surfacing paths at All Saints Cemetery to be funded from CIL FUND (329)</b>
<b>Phase 2 Meadow Park ("Splash Park")</b>	<b>HBC be notified of Town Council's decision not to award £100,000 requested.</b>
<b>Improvement of Play Parks</b>	<b>HBC be notified of Town Council's decision not to award £150,000 requested.</b>

## **77. ACCOUNTS FOR PAYMENT**

**It was RESOLVED that:**

**the payment of accounts be confirmed as follows:**

		<b>2021/22</b>	
<b>Page</b>	<b>Vch.</b>	<b>Date</b>	<b>Amount</b>
<b>1-2</b>	<b>248-275</b>	<b>12/11/21</b>	<b>£27,740.71</b>
<b>3</b>	<b>276-290</b>	<b>17/11/21</b>	<b>£19,051.08</b>
<b>4</b>	<b>291-302</b>	<b>25/11/21</b>	<b>£9,914.66</b>
<b>5-6</b>	<b>303-325</b>	<b>01/12/21</b>	<b>£4,938.34</b>
<b>7-8</b>	<b>326-356</b>	<b>10/12/21</b>	<b>£49,128.21</b>
<b>9</b>	<b>357-369</b>	<b>17/12/21</b>	<b>£12,947.42</b>
<b>10-11</b>	<b>370-390</b>	<b>13/01/22</b>	<b>£33,819.40</b>
<b>12-13</b>	<b>391-409</b>	<b>02/02/22</b>	<b>£12,573.75</b>
<b>14-15</b>	<b>410-425</b>	<b>21/02/22</b>	<b>£29,199.59</b>
<b>16-17</b>	<b>426-448</b>	<b>28/02/22</b>	<b>£4,569.13</b>
			<b>£203,882.29</b>

**[In addition to the Agenda appendices, details of all payments over £500 are published on the Town Council's website for public inspection - [www.elstreborehamwood-tc.gov.uk](http://www.elstreborehamwood-tc.gov.uk)]**

## **78. SIGNED MINUTES**

**It was RESOLVED that:**

**the following Committee signed Minutes be adopted and included in the Council Minute Book:**

**Entertainments Committee:**

**2 November 2021**

**1 February 2022**

**1 March 2022**

**Environment and Planning Committee**

**10 January 2022**

**15 February 2022**

**15 March 2022**

**General Management Committee**

**11 November 2021**

**3 February 2022**

**Transport and Community Safety Forum  
20 October 2021**

**Youth Council  
24 November 2021  
15 December 2021  
19 January 2022**

**79. PUBLIC PARTICIPATION – QUESTION TIME**

There were none.

**80. EXCLUSION OF PRESS AND PUBLIC**

**It was RESOLVED 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 were discussed.**

**81. HONORARY FREEMEN/FREEWOMEN**

**It was RESOLVED that:**

**two nominations for Freeman/Freewomen be offered to individuals on the nomination papers before Members with the Council considering the awards at a future meeting once responses had been received from those who had been put forward (to be kept confidential until Council made any awards).**

**82. CLOSE OF MEETING**

The Meeting closed at 10.00pm.

It was noted that the next meeting of Full Council was scheduled for Wednesday 11 May 2022 at 7.30 pm at Fairway Hall.

Date:.....MAYOR.....