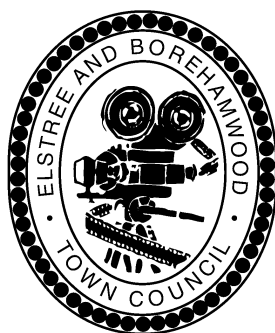


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 12th June 2019 at 7.30pm.

Present: Cllr S Rubner – Brookmeadow (Town Mayor)
Cllr Mrs S Parnell – Hillside (Deputy Mayor)
Cllr C Butchins - Hillside
Cllr Rebecca Butler - 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 Mrs P Strack – Hillside
Cllr Mrs F Turner - Elstree
Cllr M Vince - Cowley Hill

In Attendance: H Jones – Town Clerk

Also Present: Mrs M Eni- BETTA Chair
R Redman – First Impressions
3 Representatives of NALC

Cllr S Rubner in the Chair (Mayor)

15. APOLOGIES FOR NON-ATTENDANCE

There were none.

16. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr J Newmark	18 (HBC Planning Committee Member - Aldenham Country Park)	Non-Pecuniary Interest
Cllr Rebecca Butler	19 (CIL Assistance - Jewish Life Centre)	Non-Pecuniary Interest
Cllr Mrs F Turner	19 (CIL Assistance - Jewish Life Centre)	Non-Pecuniary Interest
Cllr S Rubner	19 (CIL Assistance - Jewish Life Centre)	Non-Pecuniary Interest
Cllr Mrs S Parnell	19 (CIL Assistance - Jewish Life Centre)	Non-Pecuniary Interest

17. MINUTES OF COUNCIL

It was RESOLVED that:

the Minutes of the Annual Council Meeting held on 8 May 2019 be signed by the Mayor as a true record and adopted by the Council subject to the following amendments/clarifications:

Whilst not affecting the outcome of the vote, it was noted by Cllr J Newmark (following consultation with the Town Clerk) that Standing Order 5 (i) was the relevant provision in relation to Minute 01 Council 2019/20 (Pages 1-2) entailing that a Chairman's casting vote was not required. It was further noted for completeness that a Chairman's casting vote was not required for the Election of the Deputy Mayor Minute 02 Council 2019/20 (Pages 2-3), the applicable provision being Standing Order 3(u).

18. OUTSIDE BODIES

Fairway Hall

It was noted that the kitchen refurbishments were scheduled to take place over a two-week period in July/August. Revised Hall conditions of hire were scheduled to be considered by the General Management Committee at its meeting on 11 July 2019. Members welcomed the successful installation and operation of CCTV around Fairway Hall.

Leeming/Aycliffe Big Local Advisory Panel

Councillor (1) Cllr M Vince – Cowley Hill
Councillor (2) Cllr S Rubner – Brookmeadow

Cllr M Vince brought to the attention of Full Council the consultation regarding the proposed BMX Track at Meadow Park (a project in conjunction with HBC). Further information could be found at <http://leecliffe.org/>.

Elstree, Borehamwood and District Community Association

Councillor (1) Cllr S Parnell
Councillor (2) Cllr Richard Butler

Cllr Mrs S Parnell provided a comprehensive report of activities at Allum Hall in 2018/19. Improvements included replacement of boilers and introduction of WiFi for the benefit of customers to the premises. Also, a computerised booking system (“Hallmaster”) had been installed. It was noted that a number of staff changes had taken place. A significant occasion was a Star Wars event in April. The Hall continued to be well used for casual hire; including weddings, engagements, Bar Mitzvahs, Christening Parties and Birthday Parties. In addition regular hires used the Hall and the count for both recent elections took place on site in May 2019. Manor House was similarly well used for casual and regular hire.

Hertsmere MENCAP

Councillor (1) Cllr V Eni

On 6 May 2019 the annual Radlett Rotary Fun Run returned, with all proceeds being donated to Hertsmere Mencap. Cllr V Eni reported on the great success of the fundraising fish and chip supper, quiz and raffle that had taken place at St Teresa’s Church Hall on 1 June 2019 (noting that his team won the quiz!). A full list of events was available at <https://www.hertsmeremencap.org.uk/>.

Aldenham Country Park Advisory Panel (ACP)

Councillor (1) Cllr Mrs P Strack

The Council was alerted by Cllr Mrs P Strack to the Aldenham Lake Nature Retreat public consultation events that were scheduled to take place at The Fishery, Watford Road, WD6 3BE on:

- 21 June 2019, 12pm-6pm
- 22 June 2019, 10am-5pm

ACP comprised representatives from the Town, Parish, Borough, Bushy Forum, Elstree and Borehamwood Greenbelt Society, RSGBA, ACPT Ltd, Sailing Club, User Group, Angling Club and Aldenham Renaissance.

One of the issues highlighted was the loss of swans on the lake which was a matter of great concern. Members welcomed reports of a talk by D Hougie about exercise to the Green Belt Society.

Maxwell Park Management Group (1)

Councillor (1) Cllr J Newmark

Cllr J Newmark noted that he had thanked Maxwell Park Community Centre for receiving a year end report from that organisation.

First Impressions Group (2)

Councillor (1) Cllr S Parnell
Councillor (2) Cllr A Collins

The Council received a report from R Redman (First Impressions) on the GTR Passenger Benefit Fund (a potential grant of £80,000) resulting from inconvenience suffered by passengers in Elstree and Borehamwood railway station in May of the previous year. The Town Council thanked Mr Redman for his presentation and agreed to help to publicise the scheme on its website and noticeboards (and in any other suitable ways) to help to ensure that the public and partner organisations worked together to put forward a persuasive bid. Improvements could include such items as new seating and painting. It was noted that the deadline for submission was 31 July 2019. First Impressions had already met with the Town Council's outside bodies liaison representatives and the Youth Council. The relevant online information was at:

www.passengerbenefitfund.co.uk/the-fund/

It was RESOLVED that:

- (i) the Town Council assist First Impressions in publicising the GTR Passenger Benefit Fund; and**
- (ii) advice be sought from HAPTC on the best practice for meeting room venues in relation to outside bodies meetings (noting that all Committee and Sub-Committee meetings of the Council were held at the Town Council Offices).**

19. CIL ASSISTANCE - JEWISH LIFE CENTRE

It was proposed by Cllr Richard Butler, and seconded by Cllr J Newmark, that the recommendation from the Environment and Planning Committee (Minute 93 of 2018/19 Year – 18 April 2019) be approved.

Vote:

Unanimously in Favour

[Power of Expenditure: Local Government (Miscellaneous Provisions) Act 1976 s.19 – to equip buildings with social and educational objectives]

It was RESOLVED that:

an award of £15,000 of top sliced (15%) CIL monies to The Jewish Life Centre (Chai Centre) be approved to meet the door entry system costs (infrastructure) of the facility on the following conditions:

- **the Jewish Life Centre reports back to the Committee within 3 months of the award with a report on the success of the facility;**
- **Members of the Town Council be invited to visit The Jewish Life Centre in order to inspect the premises and to learn about the services being provided; and**
- **relevant copies of receipts/invoices be provided to the Town Council in relation to the aspect of building works to which the award relates (i.e. door entry system).**

20. TEDDY'S TRAILS BOOK - USE OF EMR

It was noted that following a Best Value Review, Kellmatt Commercial Printing and Design had been identified as the preferred contractor for the print and design of the Teddy's Trails book.

It was proposed by Cllr Mrs S Parnell, and seconded by Cllr Mrs P Strack, that the recommendation from the Environment and Planning Committee (Minute 87 of 2018/19 Year – 12 March 2019) be approved together with a recommendation for increased amount to cover additional pages resulting from an increase in font size.

Vote:

Unanimously in Favour

[Power of Expenditure: Local Government Act 1972 s.144(1)(a) – to encourage visiting local area for recreation and health]

It was RESOLVED that:

- (i) up to £10,000 be released from the EMR (Account Code 325 - Community Wellbeing), to undertake work to design and print (1,000 copies) of the Teddy's Trail Book with Kellmatt Commercial Printing and Design being appointed contractor;**
- (ii) the Teddy's Trail book be priced at £9.50 per copy (to be on sale at the Borehamwood Museum, Town Council Offices and WH Smiths – if possible); and**
- (iii) up to £1,000 be made available from the EMR (Account Code 325 - Community Wellbeing) to meet costs of publicity/a book launch.**

21. ANNUAL RETURN 2018/19

It was noted that significant variances between the years would be explained to the External Auditor and it was further noted that the General Management Committee would continue to monitor income and expenditure and budget setting, especially in relation to staffing costs and administration.

It was noted that the Certificate of Exemption 2018/2019 did not apply to Elstree and Borehamwood Town Council.

The Town Mayor thanked the 2018/19 In House Audit Sub-Committee (Cllr G Franklin and Cllr C Butchins) and the Deputy Clerk and Town Clerk and RFO for their work in preparing the financial information for the Annual Return and in receiving an Internal Audit with no recommendations for the Authority.

It was RESOLVED that:

(proposed by Cllr C Butchins and seconded by Cllr Mrs S Parnell with a vote unanimously in favour):

- (i) the Annual Accounts 2018/2019 be approved;**

(proposed by Cllr Mrs S Parnell and seconded by Cllr C Butchins with a vote unanimously in favour):

- (ii) the Annual Internal Auditor Report for the year 2018/2019 be approved;**

(proposed by Cllr Mrs F Turner and seconded by Cllr Mrs S Parnell with a vote unanimously in favour):

- (iii) Section 1, the Annual Governance Statement 2018/2019 be approved and signed;**

(proposed by Cllr Mrs P Strack and seconded by Cllr S Lawrence with a vote unanimously in favour):

- (iv) **Section 2, Accounting Statements 2018/2019 be approved and signed; and**

(proposed by Cllr J Newmark and seconded by Cllr Mrs P Strack with a vote unanimously in favour):

- (v) **the dates for the exercise of public rights period be set as commencing on 17 June 2019 and ending on 26 July 2019.**

22. SIGNED MINUTES

It was noted that signed Minutes since the last Full Council Meeting would be referred to the meeting on 4 September 2019.

23. ACCOUNTS FOR PAYMENT

It was noted that Accounts for Payment since the last Full Council Meeting would be referred to the meeting on 4 September 2019.

24. PUBLIC PARTICIPATION – QUESTION TIME

Budgeted Grants - BETTA

Responding to a query from the Chair of the Borehamwood and Elstree Twin Town Association (BETTA), Members and Officers provided an explanation of the reasoning behind the General Management Committee's decision on 23 May 2019 to allocate the Budgeted Grant to that organisation in 2019/20 in two tranches (on application) (Minute 07.(i) GMC 2019/20 refers). This entailed BETTA providing further information relating to a specific need for the second tranche.

25. CLOSE OF MEETING

The Meeting closed at 8.50 pm.

It was noted that the next Council meeting was scheduled to take place on Wednesday 4 September 2019 at 7.30pm.

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