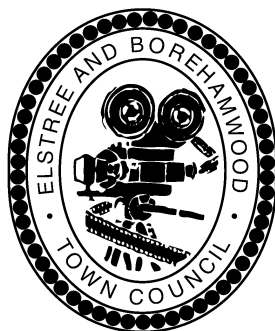


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 27th November 2019 at 7.30pm.

- Present:**
- Cllr S Rubner (Mayor) (In the Chair)
 - Cllr Mrs S Parnell – Hillside (Deputy Mayor)
 - Cllr C Butchins - Hillside
 - Cllr Richard Butler - Cowley Hill
 - Cllr A Collins - Cowley Hill
 - Cllr V Eni – Brookmeadow
 - Cllr Mrs P Strack – Hillside
 - Cllr Mrs F Turner - Elstree
 - Cllr M Vince - Cowley Hill
- In Attendance:**
- T Malton – Deputy Clerk
 - H Jones – Town Clerk
- Also Present:**
- S Fogden (HVCCG – Herts Valley Clinical Commissioning Group)
 - A Grady – Borehamwood Brass Band
 - N Male – BETTA
 - 3 Other Members of the Public

Cllr S Rubner in the Chair (Mayor)

38. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr P Kaza (Other Business), Cllr J Newmark (Other Business), Cllr Rebecca Butler (Other Business) and Cllr S Lawrence (Other Business).

39. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr Mrs P Strack	44(ii-iv)	Disclosable Pecuniary Interest
Cllr Mrs S Parnell	44(ii-iv)	Disclosable Pecuniary Interest
Cllr A Collins	44(vii)	Disclosable Pecuniary Interest

Members declaring a Disclosable Pecuniary Interest left the room and refrained from taking part in any discussion or decision-making processes relating to that item.

40. MINUTES OF COUNCIL

It was RESOLVED that:

the Minutes of the Full Council Meeting held on 4 September 2019 be signed by the Mayor as a true record and adopted by the Council.

41. INTERNATIONAL AFFAIRS SUB-COMMITTEE

Full Council received a recommendation from the General Management Committee meeting of 7 November 2019 (Minute 55(i)).

It was noted that the co-opted Members on the Sub-Committee would have voting rights (although the body itself would make recommendations for ratification by the General Management Committee rather than have its own powers of expenditure).

It was noted that BETTA had yet to consider the proposal and the agreement to adopt the Sub-Committee would be subject to approval by the Twin Town Association.

It was RESOLVED that:

the draft Terms of Reference of International Affairs Sub-Committee be approved subject to approval by BETTA representatives of co-opted membership.

42. ANNUAL RETURN 2018/19

It was RESOLVED that:

- (i) the completion of 2018/19 Audit (papers from External Auditors) of unqualified audit with no recommendations for the Authority be duly noted and received; and
- (ii) Auditing Solutions be appointed for the Municipal Year 2020/21 as the Council's Internal Auditor.

43. OUTSIDE BODIES

Fairway Hall

A total of 406 hours had been booked since 4 September 2019 (with income of £9,218 generated).

Category	Hours	Income
Uncategorised	4.5	£30
Charity	36	£684
Children's Groups	8	£200
Children's Parties	59.50	£2,082.50
Closures	23.50	Uncharged
Community	109.50	£1,336.70
Council Use	8.25	Uncharged
Dance	47.50	£912.95
Fitness Classes	11	£209
Private Function	59	£2,485
Religious Groups	21	£433.20
Teenage Parties	19	£845

It was noted that further "complaints" had been received from residents of Liberty Court in relation to certain weekend bookings of Fairway Hall. The Council's measures to tackle this issue of 'noise nuisance' were duly noted.

Leeming/Aycliffe Big Local Advisory Panel (2 Ward Members)

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

It was noted that the AGM had taken place on 25 November 2019. Members applauded the volunteers working to administer the Big Local scheme and looked forward to progress being made in enacting major projects (e.g. BMX track on Meadow Park).

It was suggested that training might assist the organisers in managing meetings and projects (perhaps from Clarion Housing – the partner organisation).

Elstree & Borehamwood Museum Group (1)

Councillor (1) Cllr Rebecca Butler

Cllr C Butchins provided a report in his capacity as the Chair of Trustees. It was noted that the 20 Years of Holby City exhibition opened on 25 October 2019 and that Bob Barrett (Dr Sasha Levy) officially opened the exhibition and would be switching on the Town Council's Christmas Lights on 1 December 2019.

Borehamwood and Elstree Twin Town Association (1)

Councillor (1) Cllr M Vince

It was noted that this representation would be disbanded should the formation of the International Affairs Sub-Committee be approved.

The Mayor publicly thanked the Mayor of Fontenay-aux-Roses for the warm welcome that he and the Mayoress received when visiting for the Remembrance Service in November.

Elstree, Borehamwood and District Community Association (2)

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

Cllr Mrs S Parnell provided a report covering:

- Maintenance and investment at Allum Hall
- CCTV installation
- Model Kit Fair (returning in 2020)
- The Elstree Mozart players (November 2019)
- Model Bus Federation who attended their 2019 show
- a new "Parenting Programme" will run on Tuesday mornings
- In November the Management Team attended the Weddings and Bat & Bar Mitzvah Fair at the Village Hotel in Centennial Park.

Hertsmere MENCAP (1)

Councillor (1) Cllr V Eni

Cllr V Eni reported that the Christmas Party would take place on 14 December 2019 from 6:30 pm - 9:00 pm. In a statement Hertsmere MENCAP said "*Join in our most popular event of the year. Our Christmas party, promises a gift for our members, delicious food and drink, raffle prizes and of course the one and only*

DJ Wil Smith who will have you dancing all night long.” It was further noted that over £40,000 had been raised at a recent fundraising event.

Communities First (1 Member, 1 Standing Deputy)

Councillor (1)	Cllr Mrs F Turner
Standing Deputy	Cllr P Kaza

Cllr Mrs F Turner reported that correspondence had been received from Communities First stating that it was difficult to facilitate Town Councillor representatives at all ordinary meetings but that they would be invited to the AGM. It was noted that Cllr P Kaza was scheduled to attend the 2019 AGM.

Aldenham Country Park (1)

Councillor (1)	Cllr Mrs P Strack
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Cllr Mrs P Strack reported on the meeting of 25 October 2019 and the application reviewed by, among others, the Town Council’s Environment and Planning Committee for 30 holiday “pods” on the site.

Maxwell Park Management Group (1)

Councillor (1)	Cllr J Newmark
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There was nothing to report at this meeting.

First Impressions Group (2)

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

Cllr Mrs S Parnell provided a report which covered the following areas:

- Youth Councillors assisted in replanting planters at the Railway Station;
- Official Opening of the Railway Station: GTR held an official ceremony on 27 September 2019 to mark the opening of the redeveloped station (Pages 22-23 of the Winter edition of ‘Town Crier’ describe this event);
- The Costa coffee shop was scheduled to open at the end of November;
- The Passenger Benefit Fund: discussions were ongoing as how to best allocate the monies; and
- Graffiti Attack on the Heritage Wall: those involved in addressing the recent graffiti attack on the wall were thanked for their speedy response.

44. COMMUNITY GRANTS/CIL FUNDING

Cllr Mrs S Parnell, Cllr Mrs P Strack left the room for the discussion and decision making relating to Minute 44(-iv). Cllr A Collins left the room for the discussion and decision making relating to Minute 44(vii).

It was noted and reaffirmed that the Council had agreed to a 3rd tranche of Community Grant award for 2019/20. These would be considered by the General Management Committee (GMC) at its meeting on 6 February 2020 for consideration by Full Council on 11 March 2020. Further information (including an application form and guidelines) could be obtained from the Council Offices or downloaded from the Council’s website (www.elstreeborehamwood-tc.gov.uk).

Full Council considered Community Grants referred to it by the General Management Committee at its meeting on 7 November 2019 (Minute 53(ii)) together with any recommendations from the Environment and Planning Committee meeting of 26 November 2019 in relation to item 5(vii) below.

It was RESOLVED that:

The Community Grant Applications referred to Full Council by the GMC meeting of 7 November 2019 be determined as set out in the report as follows:

	Applicant	Amount Sought	Purpose of Grant	Recommendation by GMC on 7 November 2019	Full Council decision and Authority/ Statutory Power of Expenditure
(i)	St Teresa’s Catholic Primary School	£1,500	Hall fixtures and furnishings	£1,500	Nil. Recommend reapply through PTA or similar.
(ii)	Monday Club	£936	Hall hire costs	Deferred to GMC on 6 February 2020 pending further financial details (including accounts).	Defer as per recommendation
(iii)	DR96	£4,350	Towards running costs	Nil	Defer as per recommendation for (ii) and (iv)

(iv)	Elstree and Borehamwood Dementia Club	£1,800	Hall hire costs	Deferred to GMC on 6 February 2020 pending further financial details (including accounts).	Defer as per recommendation
(v)	Elstree and Borehamwood Basket Ball Club	£370	Towards coaching costs	£370	£370 Local Government (Miscellaneous Provisions) Act 1976 s.19
(vi)	Borehamwood Brass Band	£2,450	Repair and Purchase of Equipment	£2,000	£2,000 Local Government Act 1972 s.145
(vii)	St Michael and All Angels Church	£5,046.56	Heat retention double glazing, windows blinds and other works	Referred to E&P Meeting of 26 November 2019 for consideration for potential CIL funding.	£5,046.56 (CIL expenditure) Local Government (Miscellaneous Provisions) Act 1976 s.19

Recorded vote 44 (vi):

A motion was put forward to award £2,450 (as originally requested by the applicant).
Proposer Cllr Mrs S Parnell (seconded by Cllr Mrs P Strack)
For: Cllr Mrs S Parnell, Cllr V Eni and Cllr Mrs P Strack
Against: Cllr Richard Butler, Cllr M Vince and Cllr A Collins
Abstaining: Cllr C Butchins and Cllr Mrs F Turner
Casting Vote: Cllr S Rubner – Against (the motion fell)

45. GENERAL RESERVE EXPENDITURE APPROVAL

Full Council noted the referral from the General Management Committee of 7 November 2019 (Minute 56 (vii)). It was noted that from 2020/21 onwards £10,000 per annum would be transferred to the Elections EMR to meet the costs of the 2023 Election.

It was RESOLVED that:

expenditure from General Reserve of £12,411.90 to meet the unanticipated additional costs of the 2019 Local Council Elections be approved (the EMR balance being £24,250 and the invoice £36,661.90).

46. SIGNED MINUTES:

It was RESOLVED that:

- (i) the signed Minutes of the following Committee meetings be received together with any recommendations not previously adopted:**

A Entertainments Committee	9 July 2019
B Entertainments Committee	3 September 2019
C Entertainments Committee	15 October 2019
D Environment and Planning Committee	16 July 2019
E Environment and Planning Committee	26 September 2019
F General Management Committee	11 July 2019
G General Management Committee	17 October 2019
H Transport Forum	3 July 2019
I Community Safety Meeting (CSM)	5 June 2019
J Youth Council	19 June 2019
K Youth Council	4 September 2019

- (ii) Cllr V Eni replace Cllr S Lawrence as one of the two Town Councillor representatives on the Youth Council for the remainder of the 2019/20 Council Year; and**

- (ii) Full Council consider draft revised constitution/Terms of Reference for the Youth Council at its meeting on 15 January 2020.**

47. 2020/21 BUDGET:

Councillors conveyed their appreciation to Town Council Staff for their work in preparing the draft 2020/21 Budget. The draft was received without amendments being suggested and it was noted that it would be submitted for adoption (together with Precept 2020/21) at the Full Council meeting on 15 January 2020.

48. ACCOUNTS FOR PAYMENT

It was RESOLVED that:

the payment of accounts be confirmed as follows:

		2019/20	
Page	Vch.	Date	Amount
1	267-281	02/09/19	£6,746.13
2-3	282-297	18/09/19	£35,640.71
4-5	298-326	11/10/19	£51,950.59
6-7	327-347	07/11/19	£30,247.07
		Total	£124,584.50

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

49. SHENLEY NEIGHBOURHOOD PLAN

It was noted that individual comments could be submitted by Members.

It was RESOLVED that:

Hertsmere Borough Council and Shenley Parish Council be notified that the Town Council supported, in principle, the proposals set out in the Shenley Neighbourhood Plan and congratulated those involved in producing the document (subject to any potentially negative impact of development on the lands bordering the Town Council which could pose a negative impact for infrastructure).

50. PUBLIC PARTICIPATION – QUESTION TIME

Presentation by Herts Valley Clinical Commissioning Group (HVCCG)

Full Council received a presentation from S Fogden (HVCCG) noting future plans for local NHS provision; including:

- relocation of three surgeries over two sites (with shortlists to be made);
- Work with Hertsmere Borough Council to consider housing growth and demand;

- the need for additional capacity and difficulties in patient appointment availability;
- the introduction of “Primary Care Networks”;
- discussions surrounding the feasibility of an NHS hub building in Borehamwood;
- the future provision of emergency and specialist services in and around Elstree village and GP services in South Borehamwood; and
- the need for the Town Council to be involved in ongoing discussions on the provision of primary care in the local area.

Grant Awards: Local Groups

Some Members of the public expressed a view for the Town Council to look favourably on local groups that provided support to elderly and vulnerable residents during the grant making process.

51. CLOSE OF MEETING

The Meeting closed at 9.50 pm.

It was noted that the next Council meeting was scheduled to take place on Wednesday 15 January 2020 at 7.30pm (Budget and Precept setting meeting). The Mayor wished Season’s Greetings to all Council Members and Staff.

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