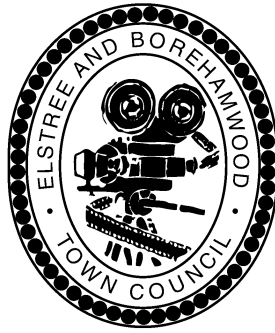


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 13th June 2018 at 7.30pm.

Present: Cllr V Eni (Brookmeadow Ward) (Mayor)
Cllr Mrs A Mitchell (Elstree Ward) (Deputy Mayor)
Cllr C Butchins (Hillside Ward)
Cllr R Butler (Cowley Hill Ward)
Cllr G Franklin (Cowley Hill Ward)
Cllr Mrs S Parnell (Hillside Ward)
Cllr S Rubner (Brookmeadow Ward)
Cllr E Silver (Kenilworth Ward)
Cllr Mrs P Strack (Hillside Ward)
Cllr Mrs F Turner (Elstree Ward)

In Attendance: Mrs M Eni (BETTA)
H Jones – Town Clerk and RFO

15. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr G Silver (Hertsmere Borough Council Meeting), Cllr A Coleshill (Other Business) and Cllr C Barker (Other Business).

16. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

17. MINUTES OF COUNCIL

It was **RESOLVED** that:

the Minutes of the Annual Council Meeting held on 16 May 2018 be signed by the Mayor as a true record and adopted by the Council.

18. OUTSIDE BODIES

- **Fairway Hall** Town Clerk

It was reported that Fairway Hall was booked/closed for 264 hours in the period between 1 May and 13 June:

<u>Category</u>	<u>Hours</u>	<u>Income</u>
Uncategorised	28.5	Uncharged
Parties	24	£950
Children's Groups	18	£360
Children's Parties	12	£245
Closures	36.5	Uncharged
Community	37.5	£607.50
Dance	29	£554.80
Fitness Classes	55	£1,202.70
Religious Groups	12	£250.80
Teenage Parties	11.5	£527.50

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

Councillor (1) Cllr G Franklin – Cowley Hill
Councillor (2) Cllr S Rubner – Brookmeadow

Report to follow at Full Council on 28 November 2018.

- **Elstree & Borehamwood Museum Group (1)**

Councillor (1) Cllr E Silver

Cllr E Silver reported on the Museum's achievements in recent months, including:

- The "All Change" (150 years of Railway Exhibition): This had been running for 12 weeks with much positive feedback being received. A launch party for invited guests took place in January.
- New merchandise: included clapper board key rings, fridge magnets, pens, postcards and tote bags.
- St Teresa's School Visit: This took place on 20 March 2018 and included a museum trail and map reading table. A new handling box had also been created for school loans.
- Friends Evening: This took place on 11 April 2018. The speaker, Bill Davies, was an engine driver on the Bedford - St Pancras Line. 46 people attended.
- Train Set day ("bring your own!"): This took place on 21 April 2018 (Rear Hall of 96 Shenley Road)

- Tesco Bags for Life fundraising: This closed on the last day in February and raised £4,000.
- Volunteer hours: These totalled 1,300 between February and March 2018.

- **Borehamwood and Elstree Twin Town Association (1)**

Councillor (1) Cllr P Strack

The Mayor reported on the great honour to open the Fontenay Town Festival on 2 and 3 June 2018 and to walk the parade together with the Mayor of that town. The Mayor and Mayor's consort were invited to dinner and afternoon tea.

Commenting on the trip, M Eni, chair of BETTA, said: *"It was a wonderful weekend of colour and music, celebrating the diversity of cultures that Fontenay aux Roses offers,"* she added *"we hope to welcome some of the groups to Borehamwood in future years, spanning the friendship that exists between our two communities."*

- **Elstree, Borehamwood and District Community Association (2)**

Councillor (1) Cllr S Parnell
Councillor (2) Cllr P Strack

Report to follow at Full Council on 28 November 2018.

- **Hertsmere MENCAP (1)**

Councillor (1) Cllr V Eni

The Mayor read Cllr A Coleshill's report noting the following:

- Art Exhibition to be held during Festival Fortnight.
- From June 2018 a "Drop In with Friends" initiative was being launched at Café Nero.
- In June, Wellbeing sessions were to be run on Wednesdays (Yoga) and fitness sessions on Fridays.
- Golf Day sponsorship had totalled £18,000.
- "Music and Move" takes place four times each month with 10-15 attendees.
- The Drama Group was planning to hold a Summer Showcase.

- **Community Hertsmere (1 Member, 1 Standing Deputy)**

Councillor (1) Cllr S Parnell
Standing Deputy Cllr P Strack

Report to follow at Full Council on 28 November 2018.

- **Aldenham Country Park (1)**

Councillor (1)

Cllr P Strack

Report to follow at Full Council on 28 November 2018.

- **Maxwell Park Management Group (1)**

Councillor (1)

Cllr S Parnell

Cllr Mrs S Parnell reported that the centre was going from strength to strength with at least 30 different regular activities taking place each week. 40 parties had been booked to date for 2018. Regular activities ranged from mother and baby classes to 50+ activities including art and Bridge classes, indoor bowls and table tennis. In her statement, Cllr Mrs S Parnell said: *“We are lucky to have the famous Edna Jones at the Centre, at 88 years young she attends “We Move, She Moves”, pop dance classes and she successfully runs the U3A ukulele group.”* Pro Wrestling were holding an event in June as part of the Civic Festival and several Salsa sessions had also been booked.

Many courses were organised to help residents into employment and the Centre worked closely with Clarion Housing Group who also ran many varied courses at Maxwell. With support from Clarion and Big Lottery funding, the new Digital Hub was working well. Digital Champions were on site every Tuesday morning to support the local community get on line whilst enjoying a cup of tea/coffee. Sessions were free of charge. Improvements planned for the year ahead included the installation of additional CCTV and updating the Fire Alarm system.

- **First Impressions Group (2)**

Councillor (1)

Cllr Parnell

Councillor (2)

Cllr Strack

Cllr Mrs S Parnell reported that a network of supporters had been publishing the 150 years of the railway exhibition on Facebook and other social media. Education packs had been prepared for local primary schools with planned visits for schools to inspect the exhibition at the museum. Interviews had been filmed with University Technical College (UTC) together with railway staff and local residents. All were encouraged to visit the museum.

- **Elstree Aerodrome (1)**

Councillor (1)

Cllr G Silver

Cllr G Silver reported that work was underway at the aerodrome to improve noise control. A number of formal complaints about noise by Members of the Public had been resolved to minimise the disturbance to the community. Cllr C Butchins reported that the Aerodrome restaurant had undergone a refurbishment.

19. MAKE A FACE PROJECT

It was RESOLVED that:

the management of the Make a Face project (including Public Liability cover) be formally adopted by Elstree and Borehamwood Town Council.

20. SIGNED MINUTES

It was noted that the signed Minutes since the last Full Council Meeting would be referred to the meeting on 5 September 2018.

21. ANNUAL RETURN 2017/18

It was RESOLVED that:

- (i) the Annual Return (Year ending 31 March 2018) (Section 1 – Annual Governance Statement 2017/18) be received and the Mayor and Clerk of the Council/RFO be duly approved to sign and submit to the External Auditors;**
- (ii) the Annual Return (Year ending 31 March 2018 (Section 2 – Accounting Statement 2017/18) be received and the Mayor and Clerk of the Council/RFO be duly approved to sign and submit to the External Auditors;**
- (iii) the dates for the notice of audit: Notice of electors’ rights to see accounts 2 July 2018 to 10 August 2018 be received and approved; and**
- (iv) it be noted that the annual return be submitted to External Auditor (PKF Littlejohn) together with supporting documentation by 2 July 2018.**

22. ACCOUNTS FOR PAYMENT

It was noted that the accounts for payment since the last Full Council Meeting would be referred to the meeting on 5 September 2018.

23. COUNCIL INVESTMENTS

It was RESOLVED that:

at its meeting on 18 October 2018, the General Management Committee be recommended to consider refraining from re-investing £100,000 (previously with Investec) for the remainder of 2018/19 in order to raise the level of General Reserve to assist in meeting unexpected costs arising during the Municipal Year and to act in accordance with Auditing recommendations and advice.

24. PUBLIC PARTICIPATION – QUESTION TIME

Diversity Festival

Responding to a query from the Chairman of BETTA, it was advised that the Town Council would be supporting the Black History Diversity Festival in October 2018. It was noted that a member of a local folk music group had sought assurances in May 2018 that the Town Council would show commitment to community cohesion in this way.

Zebra Crossing Improvements

Responding to a query from the Chairman of BETTA, it was noted that the issue of improved zebra crossings raised at the Annual Council meeting in May 2018 had been referred to the Transport and Road Safety Forum.

25. 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 staffing matters were discussed.

26. TOWN CLERK'S REPORT

It was RESOLVED that:

the report from the Town Clerk on Staffing Matters be received.

27. CLOSE OF MEETING

The Meeting closed at 8.20 pm.

It was noted that the next meeting of Full Council was scheduled for Wednesday 5 September 2018 at 7.30 pm in Fairway Hall (Mayor Making meeting).

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