

## 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 28<sup>th</sup> November 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: H Jones – Town Clerk and RFO

[The Mayor, Cllr V Eni, welcomed all to the meeting and noted that the meeting clashed with a Scrutiny meeting at Hertsmere Borough Council.

Members agreed that whilst dates on which Full Council meetings clashed should continue to be avoided, it was impracticable to seek to avoid clashes with Scrutiny meetings and that the Council's meetings dates policy ought not to be amended].

### 39. 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 (Sickness).

#### 40. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr G Franklin	35 (Voucher 291)	Disclosable Pecuniary Interest (DPI)

Members declaring a Disclosable Pecuniary Interest refrained from taking part in any discussion or decision making processes relating to those items.

#### 41. MINUTES OF COUNCIL

It was **RESOLVED** that:

**the Minutes of the Annual Council Meeting held on 5 September 2018 be signed by the Mayor as a true record and adopted by the Council.**

#### 42. OUTSIDE BODIES

- **Fairway Hall** Town Clerk

It was reported that Fairway Hall was booked/closed for 470 hours in the period between 5 September and 28 November 2018:

<u>Category</u>	<u>Hours</u>	<u>Income</u>
Uncategorised	44.5	Uncharged
Parties	38	£1,600
Children's Groups	8	£200
Children's Parties	40.30	£1,410
Closures	55	Uncharged
Community	101.75	£812.25
Council Use	5.50	Uncharged
Dance	56.25	£1039.30
Filming	24	£1,350
Fitness Classes	51	£980
Religious Groups	26	£566.05
Teenage Parties	20	£890

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

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

It was noted that an AGM had taken place with several Town Councillors present.

**It was RESOLVED that:**

**a letter be issued to Leeming/Aycliffe Big Local Advisory Panel to establish whether the group would wish to take up an offer for Town Council support in determining projects (in an advisory capacity).**

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

Councillor (1)

Cllr E Silver

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

- Friends of the Museum – visit to Haberdashers Boys School. Tour and afternoon tea on 20 August 2018;
- Museum Passports: Given to children to encourage them to visit other museums in Hertfordshire with an opportunity to win a prize for visiting three museums;
- Reminiscence Meetings: A picture quiz was held in September and a session on local waterways and open spaces took place in October;
- New exhibition: 'SOS Save Our Studios' relating to the 1988 campaign;
- Installation of a Film History Cabinet;
- Railway Exhibition had been completed (2,800 visitors in 9 months - 43% of which were children);
- Museum visitors: August 299 and September 281; and
- Volunteers hours August 411 and September 385.

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

Councillor (1)

Cllr P Strack

Cllr Mrs P Strack presented the following report:

*"Twin Town*

*are planning an Evening of Christmas Festivity at All saints Church on Saturday 8th December at 7pm.*

- *It has been suggested that we invite both Mayors from Fontenay aux Roses and Offenburg to attend the Town parade next June*
- *The delegates will arrive Saturday afternoon 8<sup>th</sup> December They will have a meal with delegates who went to China*
- *9<sup>th</sup> will be sightseeing*
- *10th Visit to Westminster and lunch or afternoon tea*

- *11<sup>th</sup> Visit to University of Herts, Elstree Studios Tour, Lunch at Studios*
- *Home*
- *Delegates who travelled to China have collected a £3k budget to pay expenses of the visitors to give them in their brief visit an opportunity to experience a warm welcome and reciprocal hospitality."*

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

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

It was noted that 2018 had been a year of change at Allum Hall, including a number of staff changes. It was noted that the Hall had been hired by Strictly Come Dancing. In 2019 the boilers were scheduled to be replaced.

- **Hertsmere MENCAP (1)**

Councillor (1)                      Cllr V Eni

The Mayor reported the following:

- The Golf Day raised £37,000;
- P Moser remained as Chairman;
- The AGM had taken place on 8 October 2018;
- Christmas party was scheduled for 8 December 2018; and
- Jazz Night of 14 November 2018 was a huge success.

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

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

Cllr Mrs P Strack reported that Community Hertsmere had now joined with St Albans and their first AGM would be held on 6 December 2018 at 11.30am (Farriers Hall). All Councillors were invited to attend.

- **Aldenham Country Park (1)**

Councillor (1)                      Cllr P Strack

Cllr Mrs P Strack presented the following report:

*"Sailing Angling AR EBGBS EVPS HCC Officers RAGBS, ACP Ltd, Liberty Lake Leisure*

- *The ACP Advisory Panel met on Friday and discussed the Local Plan. The prime concern is to retain the Reservoir as part of The Country Park for use by the public in perpetuity.*

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- *Each of the member organisations will make a response and encourage their members to make individual responses.*
- *EMP3 Fisheries Land, employment*
- *To ensure the survival of Aldenham Country Park - continue to support the inclusion of the Land to the north of Centennial Park (HEL171) for development in the new local plan, subject to Hertsmere planners setting a planning condition that the developer provides funds for the maintenance/renewal of the reservoir dam*
- *EMP6 perimeter land around the reservoir Employment*
- *support the perimeter land around the Reservoir as employment so long as it is consistent with the aims of the Country Park, has no adverse environmental impact and revenue generated goes towards the upkeep of the reservoir and the dam.*
- *DMMO It has been agreed that Herts Highways will repair drainage damage and sort the bridge and that the cost of revetment will be shared three ways between HCC, ACPT Ltd and Liberty Lake leisure Ltd. This is expected to be about £15k in total HCC are requesting quotes for the work. Once this is done the footpath will be adopted as a Public Right of Way."*

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

Councillor (1)

Cllr S Parnell

It was noted that the Centre continued to be busy with a new Salsa evening having started. The intruder alarm had been updated with the LED lights project ongoing.

- **First Impressions Group (2)**

Councillor (1)

Cllr Parnell

Councillor (2)

Cllr Strack

It was noted that the report on activities carried out by First Impressions were fully reported in the Town Crier magazine. Of particular note was the Youth Council involvement in the Railway Walk and visit to St Pancras Station.

- **Elstree Aerodrome (1)**

Councillor (1)

Cllr G Silver

Report to follow at Full Council on 16 January 2019.

#### **43. SIGNED MINUTES**

**It was RESOLVED that:**

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

<b>A Entertainments Committee</b>	<b>10 July 2018</b>
[Members applauded the presentation of the statistical data by the Entertainments Officer in these Minutes].	
<b>B Entertainments Committee</b>	<b>16 October 2018</b>
<b>C Environment and Planning Committee</b>	<b>17 July 2018</b>
<b>D General Management Committee</b>	<b>12 July 2018</b>
<b>E General Management Committee</b>	<b>18 October 2018</b>
<b>F Transport Forum</b>	<b>4 July 2018</b>
<b>G Community Safety Meeting</b>	<b>18 July 2018</b>
[It was noted that Cllr R Butler had sent apologies to the CSM on 18 July 2018 with Cllr G Franklin substituting].	

#### **44. ACCOUNTS FOR PAYMENT**

**It was RESOLVED that:**

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

		<b>2018/19</b>	
<b>Page</b>	<b>Vch.</b>	<b>Date</b>	<b>Amount</b>
<b>1</b>	<b>228-240</b>	<b>07/09/18</b>	<b>£24,807.11</b>
<b>2-3</b>	<b>241-259</b>	<b>01/10/18</b>	<b>£12,704.95</b>
<b>4</b>	<b>260</b>	<b>18/10/18</b>	<b>£688.96</b>
<b>5-6</b>	<b>261-278</b>	<b>19/10/18</b>	<b>£44,307.10</b>
<b>7</b>	<b>279-287</b>	<b>31/10/18</b>	<b>£6,130.28</b>
<b>8-9</b>	<b>288-328</b>	<b>15/11/18</b>	<b>£30,771.09</b>
	<b>Grand Total</b>		<b>£119,409.49</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.elstreeborehamwood-tc.gov.uk](http://www.elstreeborehamwood-tc.gov.uk)]**

#### **45. FINANCIAL REPORT**

Members wished to congratulate Staff on helping the Council to achieve an unqualified Audit for 2017/18. It was noted that the External Auditor (PKF Accountants and Business Advisers) had encountered difficulties in responding to Councils in Hertfordshire with completed Returns in good time.

It was **RESOLVED** that:

- (i) the completion of 2017/18 Audit (papers from External Auditors) before Members of unqualified audit with no recommendations for the Authority be received and Auditing Solutions be appointed for 2019/20 as the Council's Internal Auditor;
- (ii) the General Management Committee recommendation to approve £43,000 of General Reserve Fund to cover Pension Fund strain cost liabilities (as advised by Hertfordshire County Council) from 2016 to 2018 (see Minute 33(vii) General Management Committee 18 October 2018) be approved;
- (iii) the General Management Committee recommendation to approve Community Grant to EBLOS of £1,000 (4161/401) towards December pantomime fundraiser (see Minute 44(ii) of General Management Committee 8 November 2018) be approved;
- (iv) up to £59,000 of Top Sliced CIL funds, as recommended by the Environment and Planning Committee, to meet the costs of the notice boards and benches replacement project (subject to approval by the Committee at its meeting on 27 November 2018) be approved;
- (v) the Precept/Draft Budget for 2019/20 following Budget Setting process in Autumn 2018 by Committees of the Council be received and noted prior to final approval by Full Council on 16 January 2019; and
- (vi) Auditing Solutions be appointed for 2019/20 as the Council's Internal Auditor.

#### 46. PUBLIC PARTICIPATION – QUESTION TIME

There was none.

#### 47. CLOSE OF MEETING

The Meeting closed at 8.20 pm.

It was noted that the next meeting of Full Council was scheduled for Wednesday 16 January 2019 at 7.30 pm in Fairway Hall (Budget and Precept setting meeting). The Mayor wished Season's Greetings to all Council Members and Staff.

Date: 16/1/19

MAYOR 