

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
SPECIAL COUNCIL MEETING

MINUTES of the Meeting held on **Tuesday 16 June 2009** at Fairway Hall, Brook Close, Borehamwood, starting at 19:00 hours.

PRESENT: Councillors: J Heywood (Chairman)
K Bright, E Butler, R Butler, G Franklin, P Hedges, F Turner
in attendance: Joel Charin Town Clerk
also present: one member of the public

1 APOLOGIES FOR NON-ATTENDANCE & SUBSTITUTIONS

Apologies were received and accepted from Cllr. H David, Cllr. M Heywood, Cllr. A Mitchell and Cllr. P Strack. Cllr. J Heywood was nominated as Chairman for the meeting.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 TO APPROVE AND SIGN THE ANNUAL RETURN 2008-09

Members considered the Council's Annual Return for financial year 2008-09. It was **resolved** that Sections 1 and 2 attached to these minutes be approved.

4 CO-OPTION ONTO THE COUNCIL

The Clerk explained that according to the NALC Legal Briefing L15-08 of July 2008, it is good practice always to give public notice of vacancies on the Council and to invite others to put themselves forward for consideration for co-option. However, this is not part of the procedure for co-option outlined in the Governance Toolkit for Parish and Town Councils sent to the Clerk by e-mail that morning and which is co-authored by NALC. After some discussion it was **resolved** to proceed directly to co-option.

Sandra Parnell was nominated by Cllr. J Heywood, seconded by Cllr. E Butler and **unanimously co-opted** onto the Council.

5 MODEL PUBLICATION SCHEME

It was **resolved** to adopt formally the model publication scheme; the Council has been complying with its requirements since before 1 January 2009.

CLOSURE

The meeting closed at 19:30 hours.

Chairman:.....

date:.....