

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 11 January 2017 at 7.30pm.

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

In Attendance: H Jones - Town Clerk

Also Present: Cllr C Kelly (Hertsmere Borough Council)

**47. APOLOGIES FOR NON-ATTENDANCE**

Apologies for absence were received from Cllr A Coleshill (Other Business).

**48. DECLARATIONS OF COUNCILLORS' INTERESTS**

The following declarations of Councillors' interests were made:

<b>Committee Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
Cllr G Franklin	55 Accounts for Payment - Voucher No. 369	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.

#### **49. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Full Council Meeting held on 16 November 2016 be signed by the Mayor as a true record and adopted by the Council subject to the following amendments:**

- Inclusion of Cllr V Eni as presenting Outside Bodies item on Leeming/Aycliffe Big Local Advisory Panel (Minute 43); and**
- Inclusion of Ikenna Eni as Vice Chair of Youth Council (Minute 40).**

#### **50. FINANCE, BUDGET AND PRECEPT DEMAND REPORT FOR 2017/18**

**It was RESOLVED that:**

- (i) the report on Council Investments at time of meeting be noted and the Members of the In-House Audit Sub-Committee (Cllr G Franklin and Cllr C Butchins) be thanked for their role in helping to secure competitive levels of interest for the Authority;**
- (ii) at Close Down of the 2016/17 Accounts, the following Reserve Transfers be approved (i.e. as per previously agreed 2016/17 Budget without amendment):**
  - 1800/108 Election Fund TRANSFER £6,250**
  - 2947/209 Van Replacement TRANSFER £1,000**
- (iii) the draft budgeted Reserve Transfers for 2017/18 be approved as follows (as set out in the report):**
  - 1800/108 Election Fund TRANSFER £6,250**
  - 2947/209 Van Replacement TRANSFER £1,000**
- (iv) the Council Budget for 2017/18 be adopted as set out in the report before Members without amendment.**

- (v) **the Precept Demand to Hertsmere Borough Council for a 2017/18 Precept of £453,468 be approved (with the cost to Band D Council Tax payer rising from £36.08 to £36.26) and representing a 0.5% increase of final Demand on the following basis:**

<b>2017/18 Precept of:</b>	<b>£453,468</b>
<b>Band D</b>	<b>£36.26</b>
<b>Multiplied by tax base</b>	<b>12,506</b>
<b>Thus making the final demand</b>	<b>£453,468</b>

- (v i) **the Clerk be asked to prepare relevant information to be submitted to Hertsmere Borough Council for inclusion in the Council Tax leaflet for 2017/18.**

## **51. SISTER TOWN PROPOSAL**

Members considered the recommendation from the Special General Management Committee meeting of 14 December 2016 (GMC 2016/17 Minute 51).

It was noted that written letters of support for the proposal had been received from O Dowden CBE MP (Member of Parliament for Hertsmere), Cllr D Williams (Executive Member - Enterprise, Education & Skills - Hertfordshire County Council) and Cllr M Bright (Leader of the Council - Hertsmere Borough Council).

Issues of importance put forwards by Members included the need for:

- checks and balances (i.e. clear oversight) of the project;
- the project to be cost neutral to the Town Council (and ratepayer);
- the Council to be fully informed of developments through the working group;
- the project emphasis to be “business leading to culture and friendship in the future”;
- assistance and support to be sought from both central and local government; and
- the public to be kept up to date with developments and to have a clear understanding of the aims of the relationship (business links leading to economic benefits in the first instance).

After a substantive and wide ranging debate a recorded vote was taken (the motion being proposed by Cllr Mrs P Strack and seconded by Cllr Mrs S Parnell):

### For the Motion

Cllr Mrs A Mitchell  
Cllr C Barker  
Cllr Mrs S Parnell  
Cllr Mrs P Strack  
Cllr C Butchins  
Cllr S Rubner

### Against the Motion

Cllr G Franklin  
Cllr R Butler  
Cllr Mrs F Turner  
Cllr V Eni

### Abstaining

Cllr G Silver  
Cllr E Silver

The motion was, therefore, carried.

### **It was RESOLVED that:**

**the proposal to form a sister town arrangement to promote cultural and business links with Huainan (guided by Dr P Wong Morrow) on condition that full support and commitment for the project was obtained from Hertsmere Borough Council and Hertfordshire County Council be approved.**

## **52. REPORTS FROM OUTSIDE BODIES**

### Leeming/Aycliffe Big Local Advisory Panel

Cllr V Eni reported that he had received no invitations to meetings of this group. However, the 9 December 2016 launch was well attended (including attendance by himself, Cllr Mrs P Strack, Cllr C Barker and Cllr C Butchins).

### Elstree and Borehamwood Museum Group

Cllr E Silver reported that the Armistice Parade was filmed on Sunday 13 November 2016. This had been done for the past 12 years and was kept with the Museum's video collection. Since the last Full Council meeting, a visit to the Museum by Monksmead School and the Girl Guides included handling objects and reading old maps as well as using the sweet shop cash register with pre-decimal coinage and completing the Museum trail. Also, Haberdashers 6<sup>th</sup> Formers visited as part of a Geography project. Christmas cards had been on sale on Saturdays for four weeks in the 96 Shenley Road building foyer, raising £26. The Museum interior had been modified to create a merchandising area. Much work was underway to prepare for the exhibition commencing on 17 January 2017 on the topic of migration.

### Borehamwood & Elstree Twin Town Association

Cllr Mrs P Strack reported that she had attended, with family members, the Candlelit Carol Service at St Michaels and All Angels on Saturday 17 December 2016 together with Cllr Mrs F Turner and Cllr V Eni. Ikenna Eni, Deputy Chair of the Youth Council, read an excerpt from Paddington Bear's Xmas. Thanks were provided to A Grady for setting up all the sound equipment and to N Male for his role as MC.

Since the last Full Council meeting, a special meeting of BETTA was held to agree a statement indicating that the organisation wished to concentrate on European town twinning. Plans were advancing for a fund raising event on Saturday 11 March 2017 at Allum Hall with 30% of the funds raised to go to the Otters Swimming Club for the disabled.

It was noted that the Mayor of Fontenay-aux-Roses had confirmed that a group would attend our Families Day 2017.

A trip was planned to Offenburg in September 2017.

The Mayor reported that he had been invited to the Fontenay-aux-Roses Festival which he hoped to attend along with his wife, Elaine.

In addition, all Members welcomed the gift of a commemorative cup and saucer from the Mayor of Offenburg which would be put on display in the Town Council. The design of the piece reflected the thirteen statutory requirements which were adopted by Offenburg in 1847 and which shaped the Basic Law of the Federal Republic.

**It was RESOLVED that:**

**a letter of thanks be prepared from the Town Council to BETTA in recognition of the hard work carried out by that organisation in forging stronger links with the twin towns of Offenburg and Fontenay-aux-Roses.**

### Elstree, Borehamwood and District Community Association

Cllr Mrs S Parnell reported that the AGM was attended by herself, Cllr Mrs A Mitchell, Cllr Mrs P Strack and Cllr C Butchins in November 2016.

Cllr Mrs A Mitchell was congratulated on being appointed a Trustee of Allum Hall.

Allum Hall continued to prosper with many bookings having been made and improved seating having been obtained for the facility.

### Hertsmere MENCAP

Cllr E Silver reported that Hertsmere MENCAP held cash funds of £100,000 (£10,000 more than in the previous year). Half of this sum related to Noah's Ark with the remainder relating to the main Hertsmere MENCAP account, with much of the account being earmarked for specific purposes (i.e. restricted use). £15,000 had been allocated to a new mini bus.

Much progress had been made with daytime activities and the Jubilee Club. It was reported that there was a steady attendance in numbers with some new younger members joining in recent months. More than 80 people attended the Christmas party.

Members welcomed the news that P Moser had agreed to carry on as Chairman with T Walton acting as Vice Chairman.

### Community Safety Partnership (Town wide CSP)

Cllr Mrs P Strack reported that the next meeting was taking place at 6.30pm on Monday 6 February 2017 at Hertsmere Civic Offices. It was reported that the first ever 'Making a Difference Together' event for Borehamwood and Elstree was held in September which was a great success. At the CSP meeting in February it was planned to provide feedback on what was discussed at the event and to consider how the CSP could use the information for the benefit of residents.

### Community Hertsmere

The Mayor reported that the AGM had taken place on 23 November 2016 at which CAH had been rebranded to "Community Hertsmere" (with the strapline "help to build vibrant local communities"). From April 2017 there would be two tier membership; free entry level 'associate membership' and new full level membership at competitive rates. New training courses were to be introduced through the Skills and Sustainability programme. Other managed services included room hire, DBS checks, printing and stationary use, book-keeping, web design and hosting, graphic design and PAT testing. It was reported that a new website was well underway. The Dragons Apprentice Challenge was launched on 3 November 2016 with the final awards taking place on 30 March 2017.

Other activities included:

- Winchester Christmas Market Day Trip: 26 November 2016 (attended by 50 people)
- Christmas Arts and Craft Fair - 3 and 4 December 2016 (attended by 105 people with the help of six volunteers and with the Rotary Club kindly donating 100 new books for Santa to hand out).
- Company at Christmas - 25 and 26 December 2016 (held at Windsor Hall).

### Aldenham Country Park

Cllr Mrs P Strack reported that ACP Advisory Panel Representatives from each of the stakeholders continued to meet monthly. It was reported that the ACP Advisory Panel Members were committed to retaining the Reservoir as it is now with undiminished access for the public. Dialogue was ongoing and an investigation of the impact on the fauna and flora from a change was being carried out. The stakeholder working party were meeting the owners before the end of the month. It was reported that regarding the DMMO, ACPT Ltd had had their appeal accepted by the Secretary of State. This was against Hertfordshire County Council's decision to refuse to register the footpath around the reservoir as a public right of way. Evidence was submitted to County in 2013. Evidence of use of the footpath prior to the lease being taken over by Hertfordshire County Council in 1974 continued to be collected.

It was further reported that Aldenham Renaissance (AR) held a well-attended Winter Festival. The Town Council looked forward to working with AR at the next community Fun Day to be held on Sunday 12 March 2017. Sullivan buses had already agreed to run a service from the Station to the event.

### Maxwell Park Management Group

Cllr Mrs S Parnell reported that no meeting had taken place since the last Full Council but she noted that the staff at Maxwell Community Centre continued to be very busy with large numbers of bookings (indicating a continued need for the establishment to serve community needs).

### First Impressions

Cllr Mrs S Parnell reported on First Impressions achievements in 2016 including planting and signage at and near the Railway Station and the refilling of the planter at Centenary Place with support from the Town Council. Heritage panels to Alfred Hitchcock and Harrison Ford were scheduled to be unveiled in 2017.

### Defibrillator Group

Cllr Mrs P Strack reported that 9 of the 10 primary schools had now received their defibrillators with financial support from Hertsmere Borough Councillors and Hertfordshire County Councillors. The new Yavneh Primary School had requested £300 help towards the purchase of an item and it was noted that Hertsmere Borough Councillors C Kelly and Mrs F Turner would help to achieve this.

The Team were pleased that L Stack was making a good recovery from his recent operation and that he would join them again at forthcoming events. A "next steps" meeting was planned for February 2017.

### **53. SIGNED MINUTES AND DELEGATED ACTION**

**It was RESOLVED that:**

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

<b>A Environment and Planning Committee</b>	<b>20 September 2016</b>
<b>B Youth Council</b>	<b>28 September 2016</b>

- (ii) the revised Schedule of meetings for calendar year 2017 be approved and adopted.

### **54. COUNCIL AWARD SCHEME DOCUMENTATION**

**It was RESOLVED that:**

- (i) the tasks to complete the Online and Offline documentation for the Quality Level Council Award Scheme be agreed and noted; and
- (ii) in light of (i) above, the application by Elstree and Borehamwood Town Council for the Quality Level Council Award Scheme be submitted.

### **55. ACCOUNTS FOR PAYMENT**

**It was RESOLVED that:**

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

<b>Page No.</b>	<b>Date</b>	<b>Voucher No</b>	<b>Total payment</b>
		<b>2016/17</b>	
<b>1-2</b>	<b>11/11/2016</b>	<b>332-355</b>	<b>£24,335.19</b>
<b>3-4</b>	<b>25/11/2016</b>	<b>356-378</b>	<b>£6,126.40</b>
<b>5-6</b>	<b>13/12/2016</b>	<b>379-407</b>	<b>£36,407.12</b>
		<b>Total</b>	<b>£66,868.71</b>

**56. PUBLIC PARTICIPATION – QUESTION TIME**

Sister Town Proposal: Huainan

Cllr C Kelly (Hertsmere Borough Council) spoke in support of the proposal to forge a Sister Town relationship between Elstree and Borehamwood and Huainan. He felt that the town could be a gateway for future trade links into Hertfordshire and beyond and he hoped that economic opportunities would result from the decision.

**57. CLOSE OF MEETING**

The Meeting closed at 9.15 pm.

It was noted that the Annual Parish Council Meeting was scheduled for Wednesday 8 March 2017 at 7.30 pm in Fairway Hall (presentations by Mayor and Committee and Forum Chairmen).

The next meeting of Full Council was scheduled for Wednesday 15 March 2017 at 7.30 pm in Fairway Hall (last meeting of 2016/17 Council Year).

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