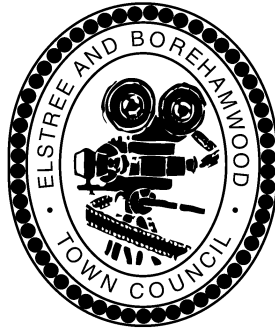


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 15 March 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 A Coleshill (Cowley Hill 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: L Stack (EBRA) (Minutes 58 to 68)

58. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr V Eni (Other Business).

59. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr G Franklin	66 Accounts for Payment - Voucher No. 431	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.

60. MINUTES OF COUNCIL

It was RESOLVED that:

the Minutes of the Full Council Meeting held on 11 January 2017 be signed by the Mayor as a true record and adopted by the Council.

61. MOTIONS BY MEMBERS

It was RESOLVED (by unanimous vote) that:

- (i) the motion moved by Cllr Mrs S Parnell and seconded by Cllr Mrs P Strack for Elstree and Borehamwood Town Council to adopt the International Holocaust Remembrance Alliance definition of antisemitism be approved; and**
- (ii) the resolution made by Hertsmere Borough Council on 28 February 2017 (Motion moved by Cllr H Cohen in respect of (i) above) be supported by Elstree and Borehamwood Town Council.**

62. FINANCIAL RISK ASSESSMENT AND POLICY DOCUMENTATION

It was noted that in order to comply with Regulation 4(2) of the Accounts and Audit (England) Regulations 2011, the Council was required to minute an appropriate risk assessment having been carried out during the year.

It was RESOLVED that:

the following Council Risk Assessments and Policy Documents be adopted subject to any amendments listed below for review in 12 months by Full Council:

- (i) Financial Risk Assessment 2016/17 (as set out before Members);**
- (ii) Standing Orders (with an amendment to Standing Order 2 to read as follows:**

“2. The Statutory Annual Meeting shall be held
(a) in an election year on the Wednesday or Thursday next following the
fourth day after the ordinary day of elections to the Council and
(b) in a year which is not an election year no later than the fourth Thursday
in May.”)

(iii) Financial Regulations (as set out before Members); and

(iv) Council, Committee, Sub-Committee and Forum Terms of Reference and Delegated Authority document (as set out before Members).

63. GRANT APPLICATIONS

It was RESOLVED that:

the following Community Grants as referred to Full Council by the General Management Committee at its meeting on 9 February 2017 be approved and agreed for payment:

	Applicant	Purpose of Grant	Approved by Council
(i)	Hertsmere MENCAP [Resubmission with updated Accounts]	Classes/Activities	£500 (towards music player and table tennis table)
(ii)	Boreham Wood Drop In	Coach Trip	£400
(iii)	Hotshots Flyball Team (2nd separate application)	Events shelter	£300 (with condition that Town Council events are supported)
(iv)	St Albans Educational Partnership for Schools	Cupboards for Book Bank	£375
(v)	Aldenham Country Park (Cheque to Aldenham Renaissance)	Advertising banners	£272

64. MAYOR'S ANNUAL REPORT AND OUTSIDE BODIES

Mayor's Annual Report 2016/17

The Town Mayor Cllr C Butchins said *“Elaine and I attended over 90 Mayoral Engagements since I took on the role last May and it has always been a pleasure and honour to meet a broad variety of friends at these events. They do so much for the local community! Particular projects of interest to me this year have been fundraising for my museum charity and the Seniors’ Drop In sessions at 96 Shenley Road on Wednesday mornings.”*

It was RESOLVED that:

the Mayor's Annual Report 2016/17 be approved and adopted (with the final report being included in Edition 26 of the Town Crier to be distributed to all residents in April 2017).

[Copy of Report Attached at APPENDIX A]

Outside Bodies' Reports

Leecliffe (Leeming/Aycliffe) Big Local Advisory Panel

Cllr A Coleshill reported that four BMX sessions had been between April and September 2017. It was noted that applications for community grants up to £500 were available from the organisation.

Elstree and Borehamwood Museum Group

Cllr E Silver reported that an event was taking place on 6 April 2017: ‘Music - Simon Gee talks about The Lynx Club and the Sixties music scene in the area.’ It was noted that the ‘small’ museum was pushing above its weight in terms of the activities and events organised with the help of volunteers. The Mayor reported that reciprocal visits were taking place between Welwyn Hatfield and Borehamwood.

Borehamwood & Elstree Twin Town Association

Cllr Mrs P Strack and the Mayor reported that the Borehamwood and Elstree Town Twinning Group was run by a hard-working committee chaired by Martine Eni. Good contacts were maintained with the European Twin Towns of Fontenay-aux-Roses near Paris in France and Offenburg in Southern Germany. The BETTA committee organised events during the year, most notably the popular annual Carols by Candlelight seasonal celebration for Christmas, but also other fund-raising activities from time to time. Frequent visits between the Twin Towns were arranged and last year members of BETTA visited both Fontenay and Offenburg. It was noted that the coming year promised to be more active than usual with a visit planned to Offenburg for their celebration of a ten year link with their Italian twin town at the beginning of

April, followed by a visit to Fontenay for their festival on 20th and 21st May. The Mayor of Fontenay was planning to visit for the end of the Elstree and Borehamwood civic festival, the first time he will have done so. Members applauded the commitment and hard work of the BETTA group.

Elstree, Borehamwood and District Community Association

Cllr Mrs S Parnell reported that the Allum Hall continued to prosper with improved seating having been obtained for the facility. As with other community halls in the local area, bookings were steady but could be better.

Hertsmere MENCAP

Cllr E Silver reported that £15,000 had been raised at the Golf Day for a project to assist people back to work. The disability games had been hugely successful with medal winners being applauded by attendees. Further information about the regular activities, services and events planned by Hertsmere MENCAP could be viewed online (<https://yournetwork.mencap.org.uk/group/4>).

Community Safety Partnership (Town wide CSP)

Cllr Mrs P Strack reported that a current topic of concern discussed at meetings was the issue of speeding traffic in Elstree and Borehamwood. Hertfordshire Constabulary had a planned strategy for tackling this increasing problem. It was noted that PCSO Hainsworth provided update reports at the Town Council's Transport and Road Safety Forum meetings. Members were encouraged to attend these meetings which now took place up to five times per year.

Community Hertsmere

The Mayor reported that changes had occurred at Community Hertsmere, which was the new name of Community Action Hertsmere. The new chief executive was Stephen Craker and the new chairman of trustees was Stuart Nagler. The Mayor attended the AGM in October 2016 (no open trustee meetings have taken place since that time). A number of activities had been organised and two halls continued to be available to be hired out: Farriers Way Community Centre in South Borehamwood and Windsor Hall on the North side. The Community Shop in Leeming Road also continued to be a valuable resource for the community in that area, with a wide range of offerings.

Aldenham Country Park

Cllr Mrs P Strack provided Members with an update report on the issues surrounding the retention of the reservoir. It was reported that evidence of use of the footpath prior to the lease being taken over by Hertfordshire County Council in 1974 continued

to be collected but there were concerns about its weight in argument. She noted that more information would be forthcoming in four weeks' time.

Maxwell Park Management Group

Cllr Mrs S Parnell reported that no meeting had taken place since the last Full Council.

First Impressions

Cllr Mrs S Parnell reported that a detailed report on First Impressions activities would be made at the next ordinary Full Council meeting. It was noted that a meeting was planned before Easter.

Defibrillator Group

Cllr Mrs P Strack reported all schools bar one in the Town area had now installed a Defibrillator. Pure Gym had also installed one. Thanks were expressed to all involved in the project, especially L Stack (EBRA) who initiated the scheme.

65. SIGNED MINUTES AND DELEGATED POWER

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	8 November 2016
B Entertainments Committee	10 January 2017
C Entertainments Committee	7 February 2017
D Environment and Planning Committee	22 November 2016
E Environment and Planning Committee	17 January 2017
F General Management Committee	3 November 2016
G General Management Committee	14 December 2016
H Youth Council	9 November 2016
I Youth Council	8 February 2017
J Transport Forum	26 October 2016

- (ii) **the revised Schedule of meetings for calendar years 2017 and 2018 be approved and adopted.**

66. ACCOUNTS FOR PAYMENT

It was **RESOLVED** that:

the payment of accounts be confirmed as follows:

Page No.	Date	Voucher No	Total payment
		2016/17	
1-2	06-Jan 11/11/2016	408-427	£11,210.72
3-4	24-Jan 25/11/2016	428-442	£24,222.11
		Total	£35,432.83

67. PUBLIC PARTICIPATION – QUESTION TIME

Defibrillator Project

Responding to a query from L Stack (EBRA), Cllr Mrs P Strack reported that the Defibrillator Project Group had been advised that Keystone Passage in Borehamwood was an unsuitable location for installation of such an item. She also agreed to produce a statement setting out the income and expenditure of the Group since its formation.

68. 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 internal policies on Fairway Hall security and staffing matters were discussed.

69. FAIRWAY HALL SECURITY

It was **RESOLVED** that:

- (i) the actions and notes in the report before Members pertaining to Fairway Hall security be agreed and adopted;**

- (ii) **the Fairway Hall seating plan for Full Council meetings be agreed and adopted (with incoming and outgoing Mayors and Deputy Mayors alternating their seating places in 2017/18 and there onwards);**
- (ii) **until further notice, Fairway Hall be utilised for Full Council Meetings, Annual Parish Meetings and Business and Transport Forums (subject to further review, as appropriate).**

70. CLOSE OF MEETING

The Meeting closed at 8.10 pm.

It was noted that the Annual Council Meeting (Mayor making meeting) was scheduled to take place on Thursday 24 May 2017 at 7.30pm at Fairway Hall, Brook Close, Borehamwood, WD6 5BT.

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