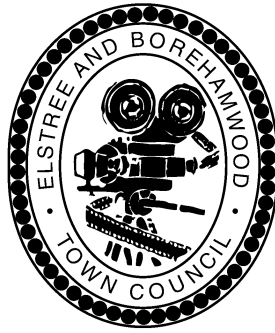


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 22nd November 2017 at 7.30pm.

Present: Cllr E Silver (Kenilworth Ward) (Mayor)
Cllr C Butchins (Hillside 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 Mrs P Strack (Hillside Ward)

In Attendance: A Grady (Borehamwood Brass and BETTA)
M Eni (BETTA)
N Male (BETTA)
R Redman (Elstree Screen Heritage)
P Welsh (Elstree Screen Heritage)
L Stack (EBRA)
S Alford (EBRA)
N Shuker (Elstree and Borehamwood Museum)
S Capocci (Borehamwood Branch Rotary Club)
P Wong Morrow (China Sister Town Sub-Committee)
H Jones – Town Clerk and RFO

In addition, 4 Members of the Public were present at the meeting, including Jan and Eric Foster of the Baptist Church who were relocating and who were thanked by Cllr Mrs P Strack and all present for their long service to the community.

33. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr Mrs F Turner (Other Business), Cllr S Rubner (Other Business), Cllr C Barker (Hertsmere Borough Council), Cllr V Eni (Hertsmere Borough Council), Cllr R Butler (Hertsmere Borough Council) and Cllr G Silver (Hertsmere Borough Council).

34. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Committee Member	Minute Number	Nature of Interest
Cllr Mrs S Parnell	38 (g)	Disclosable Pecuniary Interest (DPI)
Cllr Mrs P Strack	38 (d) and (g)	Disclosable Pecuniary Interest (DPI)
Cllr C Butchins	38 (d) and (h)	Disclosable Pecuniary Interest (DPI)
Cllr E Silver	38 (g)	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. For the period of the meeting when the item contained in Minute 38 (g) was considered, the Deputy Mayor (Cllr V Eni) took the Chair.

35. MINUTES OF COUNCIL

It was RESOLVED that:

the Minutes of the Annual Council Meeting held on 13 September 2017 be signed by the Mayor as a true record and adopted by the Council.

36. PROPOSAL FOR BAND STAND

The Council received a report and PowerPoint presentation from A Grady (Borehamwood Brass) in relation to a project (supported by Elstree and Borehamwood Rotary Club) for a permanent band stand in Borehamwood. It was suggested that the scheme could help to facilitate a Summer season of concerts and that the Town Council might wish to support the venture through its Community Grants process (to be considered initially by the General Management Committee). Aberford Park and Meadow Park were listed as possible sites for such a structure. It was noted that Cllr Mrs P Strack would meet in January 2018 with interested parties in order to prepare a report for the Council or one of its Committees to consider in detail. A Grady was thanked for his presentation and for proposing this community asset to the Council.

37. OUTSIDE BODIES

Outside Bodies Vacancies for Representation

It was RESOLVED that:

Full Council at its meeting on 17 January 2018 be asked to consider the following appointments on Outside Bodies:

- (a) Leeming/Aycliffe Big Local Advisory Panel (Brookmeadow);**
- (b) Borehamwood & Elstree Twin Town Association;**
- (c) Elstree, Borehamwood and District Community Association; and**
- (d) ADDITIONAL MEMBER: Hertsmere MENCAP.**

Leeming/Aycliffe Big Local Advisory Panel

Cllr A Coleshill reported that the Annual General Meeting of the Leeming/Aycliffe Big Local Advisory Panel was scheduled to take place on 27 November 2017. It was noted that Cllr V Eni had stood down from this group creating a vacancy for a Brookmeadow Member.

Elstree and Borehamwood Museum Group

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

- The opening of the current exhibition on 'Toys, Games and Gadgets' and a games evening on 18 November 2017;
- Town Council awards for long serving Museum volunteers;
- A Trustee meeting;
- Reminiscence meetings: once per month with regular visitors relating their own experiences of local history;
- A presentation at Fountain Court on changes in Borehamwood since the 1920's;
- Three Counties radio interview;
- Friends Evening event with a talk on the history of Haberdashers since the year 1400 and a school visit from the school on 16 November 2017; and
- A new exhibition "All Change" in relation to the 150 years of the railways project.

Growing visitor numbers were welcomed in July (300), August (669), September (274) and October (264).

Borehamwood & Elstree Twin Town Association

The Council welcomed representatives of BETTA M Eni, N Male and A Grady to the meeting. Forthcoming events included:

- Jazz evening 19 November 2017; and
- Christmas Carol Concert 9 December 2017 at St Michael's Church (Free Admission).

China Sister Town Sub-Committee

Cllr C Butchins set out a list of outcomes of the trip to China, highlighting possible co-ordination between universities and the desire to push for stronger business relationships.

Elstree, Borehamwood and District Community Association

Cllr Mrs S Parnell reported that Allum Hall continued to prosper and she was meeting Trustees to discuss the future involvement between the Town Council and Association before the end of the year.

Hertsmere MENCAP

Cllr A Coleshill reported that £24,000 had been raised in a golf day fund raising event. A Christmas Party was planned for 2 December 2017.

Community Safety Partnership (Town wide CSP)

It was RESOLVED that:

the Community Safety Partnership (Town wide CSP) liaison representation be removed from Full Council agendas as the group no longer existed.

Community Hertsmere

Cllr C Butchins reported on the Community Hertsmere AGM of 20 July 2017.

Aldenham Country Park

Cllr Mrs P Strack provided Members with an update report on the issues of interest. Aldenham Renaissance were keen to promote camping on the site.

Maxwell Park Management Group

Cllr Mrs S Parnell reported that staff at Maxwell Community Centre had indicated that the building and facilities continued to be well used by local groups.

First Impressions Group

Cllr Mrs P Strack and Cllr Mrs S Parnell reported that plans were well underway for the 150 years of the Railways project.

38. GRANT APPLICATIONS

It was noted and reaffirmed that the Council had agreed to a 3rd tranche of Community Grant award for 2017/18. These would be considered by the General Management Committee (GMC) at its meeting on 8th February 2018 for consideration by Full Council on 14 March 2018. Further information (including an application form and guidelines) could be obtained from the Council Offices or downloaded (www.elstreeborehamwood-tc.gov.uk) in the New Year.

It was RESOLVED that:

The Community Grant Applications referred to Full Council by the GMC meeting of 2 November 2017 be approved as set out in the report as follows:

	Applicant	Purpose of Grant	Amount Sought in application	Amount recommended by GMC and approved by Full Council	Authority/ Statutory Power of Expenditure
(a)	TWF Short Film Awards	Awards Ceremony Costs	£750	£200	Local Government Act 1972 s.145
(b)	Community Hertsmere	IT Equipment	£4,966	£1,000 with recommendation to seek award from Big Local.	Local Government Act 1972 s.144
(c)	Aldenham Renaissance	Play Equipment	£800	£800	Local Government (Miscellaneous Provisions) Act 1976 s.19

(d)	Elstree & Borehamwood Green Belt Society	Air Quality Contractors	£3,000	Defer to 3 rd tranche	N/A
(e)	Elstree Productions	Hall Hire, Advertising and Props	£800	£500	Local Government Act 1972 s.145
(f)	Holy Cross Church	Replacement Boiler	£2,000	nil	N/A
(g)	Elstree and Borehamwood Dementia Support Group	Hall Hire and Running Costs	£3,500	£500 plus 12 months 'free use' of Fairway Hall	Local Government (Miscellaneous Provisions) Act 1976 s.19
(h)	Borehamwood and Elstree Synagogue JLEX Project	Costs towards transport and hosting Exhibition	£1,000	£500	Local Government (Miscellaneous Provisions) Act 1976 s.19

39. ANNUAL RETURN 2016/17

It was RESOLVED that:

- (i) the completed Annual Return to 31 March 2017 together with the External Auditor's (BDO) certificate be approved and accepted;
- (ii) the action plan (set out below) addressing the issues arising report prepared by BDO dated 22 September 2017 be approved and accepted:

"Action Plan

- *Page 5: Advice to be sought from Rialtas to ensure that rounding error of £1 does not occur on Omega package and does not, therefore, affect Annual Return figures prior to completion and submission."*
- (iii) it be noted that the notice of conclusion of audit poster for the 2016/17 Annual Return was published on Council Notice Boards on 28 September 2017 together with the External Auditor's (BDO) certificate.
 - (iv) Auditing Solutions be appointed for 2018/19 as the Council's Internal Auditor.

40. SIGNED MINUTES AND DELEGATED POWER

It was RESOLVED that:

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

A Entertainments Committee	11 July 2017
B Entertainments Committee	12 September 2017
C Environment and Planning Committee	18 July 2017
D General Management Committee	13 July 2017
E General Management Committee	19 October 2017
F Transport Forum	5 July 2017
G Youth Council	7 June 2017

41. ACCOUNTS FOR PAYMENT

It was RESOLVED that:

the payment of accounts be confirmed as follows:

Page	Vch.	Date	
1-2	240-255	15/09/2017	£28,525.10
3	256-266	27/09/2017	£1,279.26
4-5	267-282	10/10/2017	£27,245.82
6	283-291	25/10/2017	£15,346.61
		Total	£72,396.79

[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]

42. PUBLIC PARTICIPATION – QUESTION TIME

Meeting Dates

Responding to a query concerning the clash of Borough and Town Council meeting dates it was noted that the Town Council meeting date was determined in accordance with the Town Council's Meeting Dates Policy and at the time of agreement, no such conflict existed. It was appreciated that such clashes were undesirable but also on rare occasions these were also unavoidable.

Local Radio Station

Responding to a query, Cllr Mrs P Strack agreed to further investigate the Town Council's involvement in setting up a local radio station. It was noted that 'Radio Zimbabwe' operated from Borehamwood. Some Members felt that local schools and colleges might be interested in helping to support such a project.

Defibrillator Sub-Committee

Responding to a query, Cllr Mrs P Strack agreed to further investigate the matter of a reported missing defibrillator at Aberford Park and a query concerning £750 raised to install an item at Keystone Passage in Borehamwood. It was noted that, once donated, the defibrillators became the responsibility of the organisation receiving the items for the purposes of maintenance and replacement. It was further noted that at the Annual Council Meeting in May 2017, the Defibrillator Working Group had been disbanded, its task having been completed. It had previously been commented that Keystone Passage was already served by a nearby defibrillator at 96 Shenley Road.

China Sister Town Sub-Committee

Responding to a query, Cllr Mrs P Strack reported that the China Sister Town Sub-Committee minutes were prepared by Town Councillors as no Officers were present at these meetings. It was noted that these would be published on the Town Council's website as soon as they were available.

43. CLOSE OF MEETING

The Meeting closed at 8.55 pm.

It was noted that the next Full Council meeting was scheduled to take place on Wednesday 17 January 2018 at 7.30pm at Fairway Hall, Brook Close, Borehamwood, WD6 5BT.

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