

ELSTREE AND BOREHAMWOOD TOWN COUNCIL



**ANNUAL COUNCIL**

**MINUTES** of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 11<sup>th</sup> May 2016 at 7.30pm.

Present:

- Cllr R Butler (Cowley Hill Ward) (Outgoing Mayor)
- Cllr Mrs A Mitchell (Elstree Ward) (Outgoing Deputy Mayor)
- Cllr C Butchins (Hillside Ward) (Incoming Mayor)
- Cllr E Silver (Kenilworth Ward) (Incoming Deputy Mayor)
- Cllr C Barker (Brookmeadow Ward)
- Cllr A Coleshill (Cowley Hill Ward)
- Cllr V Eni (Brookmeadow Ward)
- Cllr G Franklin (Cowley Hill 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
- T Malton - Deputy Clerk
- D Salter - Events Officer
- J Simon - Mayor's Secretary

Also Present: 30 Members of the Public and Representatives from Interested Organisations/Groups including:

- Cllr R Challice (Barnet Council)
- L Stack (EBRA) (Minutes 01 to 08)
- P Welsh (Elstree Screen Heritage)
- R Redman (Freeman of Elstree and Borehamwood)
- Former Cllr E Butler
- M Eni (BETTA)
- A Grady (BETTA)
- J Haistead (BETTA)

Mrs E Butchins (Resident)  
L Butchins  
Mrs L Silver (Resident)  
Mrs E Silver  
B Simon (Resident)  
S Capocci (VIC)  
D Clout (VIC)  
Y Harris (WHVG)  
C Brash (WHVG)  
F Thomas (Resident)

### “Brain of Borehamwood 2016” Competition

Prior to the commencement of the meeting, the Mayor presented local resident Mr Simon Gee with the “Brain of Borehamwood 2016” Award (winner of the Town Crier Issue 21 competition). Receiving the award, Mr Gee was accompanied by Sandra Woolley, Mr J Cartledge (Teddy’s Trails creator) and Teddy the fox terrier who helped to devise the walks.

It was noted that Teddy’s Trails (18 self-guided walks through the countryside around Borehamwood) were available to be downloaded on the Town Council’s website:

[www.elstreeborehamwood-tc.gov.uk/index.php/yourtown/teddy-s-trails](http://www.elstreeborehamwood-tc.gov.uk/index.php/yourtown/teddy-s-trails)

### **Cllr R Butler in the Chair (Mayor)**

#### **01. ELECTION OF TOWN MAYOR**

##### **(i) Election of Mayor for 2016/17**

Cllr R Butler was in the Chair in his capacity as outgoing Mayor until the Town Mayor was elected.

It was proposed by Cllr E Silver, and seconded by Cllr S Rubner, that Cllr C Butchins be elected Mayor for the ensuing Municipal Year.

There being no other nominations, the motion was duly carried.

**It was RESOLVED that:**

**Cllr C Butchins be elected Town Mayor for the ensuing Municipal Year 2016/17.**

##### **(ii) Incoming Mayor’s Declaration of Acceptance of Office and Announcements**

The Town Mayor read out and signed the declaration of acceptance of office.

In his incoming announcement, the Town Mayor, C Butchins stated: *“To start with I must thank my fellow Councillors for selecting me as Mayor of Elstree and*

*Borehamwood for a second term. I am most honoured by your confidence that I will represent the Town once again with the necessary commitment and devotion. I promise that I will do my very best to fulfil your expectations. However, I must say that Richard will be a hard act to follow. He was an excellent Mayor and did a great job.*

*Last time I was in this position I said that I wanted to prioritise youth – thinking about the children of this Parish who represent the future for us all. To that end I was able to visit some of the schools, but unfortunately not all of them, so this time I shall aim to at least visit the ones that I have so far missed.*

*I also have another project that I wish to work on this year, concerning my designated charity, which is to be the Elstree and Borehamwood Museum.*

*I am looking forward to the next year with keen expectation. In particular I would like to strengthen links with our twin towns of Fontenay-aux-Roses and Offenburg, both of which I am hoping very much to be able to visit again. Participating in the Remembrance Day events in Fontenay remains one of my most cherished memories.*

*Another target this year is to attend more mayoral engagements than I did last time. Previously I managed over 100 events during the mayoral year, many of which were actually during the Town Festival, leaving an average of about three events every two weeks. So those of you here who represent local organisations do please remember to invite the Mayor of Elstree and Borehamwood to your events. I will do my very best to get along, but if I cannot attend, my deputy or one of my past-mayoral colleagues should be able to do so.*

*Finally may I say a heartfelt thank you to all of the staff here at the council (Dan, Jenny, Neil, Peter, and Tracey) under the estimable leadership of our Town Clerk, Huw Jones, for their hard work and dedication. Without them none of this would be possible.”*

In his outgoing speech, Cllr R Butler thanked the Mayor’s Secretary for her hard work, Ben Simon for producing the Mayoral video, his Group Members, Rebecca Challice (who had been “a rock” for him) and the Deputy Mayor during his term, Cllr Mrs A Mitchell. He also thanked all the Town Council Staff. With Council’s permission, Cllr Mrs S Parnell expressed her personal and her colleagues’ appreciation of Cllr R Butler’s successful Mayoral year.

### **Cllr C Butchins in the Chair (Mayor)**

## **02. ELECTION OF DEPUTY TOWN MAYOR**

### **(i) Election of Deputy Mayor for 2016/17**

It was proposed by Cllr G Silver, and seconded by the Mayor, that Cllr E Silver be elected Deputy Mayor for the ensuing Municipal Year.

There being no other nominations, the motion was duly carried.

**It was RESOLVED that:**

**Cllr E Silver be elected Deputy Town Mayor for the ensuing Municipal Year 2016/17.**

- (ii) Incoming Deputy Mayor's Declaration of Acceptance of Office and Announcements

The Deputy Town Mayor read out and signed the declaration of acceptance of office.

In his incoming announcement, the Deputy Town Mayor, Cllr E Silver, thanked the Council for electing him to the position of office and stated that he too would seek to perform his duties to the very best of his abilities. He stated that it was a great privilege for him.

With Council's permission, Cllr Mrs P Strack expressed her personal and her colleagues' appreciation of Cllr Mrs A Mitchell's successful year as Deputy Mayor.

### **03. APOLOGIES FOR NON-ATTENDANCE**

There were none.

### **04. DECLARATIONS OF COUNCILLORS' INTERESTS**

There were none.

### **05. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Full Council Meeting held on 16 March 2016 be signed by the Mayor as a true record and adopted by the Council.**

### **06. COMMITTEE APPOINTMENTS**

The Town Clerk read the proposed appointments proposed by Cllr Mrs P Strack and seconded by Cllr G Franklin which were approved without amendment.

It was noted that Standing Order No. 41 stated that the Town Mayor and Deputy Town Mayor:

*"...shall be ex-officio members of the Entertainments Committee but may be elected to any other committee in the same way as any Councillor may be."*

It was therefore **RESOLVED** that membership of Committees, Chairmen and Vice-Chairmen be as follows for the ensuing Municipal Year 2016/17: -

• **ENTERTAINMENTS COMMITTEE** (8 Members)

|                           |                            |
|---------------------------|----------------------------|
| Chairman                  | <b>Cllr Mrs P Strack</b>   |
| Vice-Chairman             | <b>Cllr C Barker</b>       |
| Mayor (ex officio)        | <b>Cllr C Butchins</b>     |
| Deputy Mayor (ex officio) | <b>Cllr E Silver</b>       |
| Councillor (1)            | <b>Cllr V Eni</b>          |
| Councillor (2)            | <b>Cllr Mrs A Mitchell</b> |
| Councillor (3)            | <b>Cllr Mrs F Turner</b>   |
| Councillor (4)            | <b>Cllr R Butler</b>       |

• **ENVIRONMENT AND PLANNING COMMITTEE** (5 Members)

|                |                           |
|----------------|---------------------------|
| Chairman       | <b>Cllr G Franklin</b>    |
| Vice-Chairman  | <b>Cllr Mrs P Strack</b>  |
| Councillor (1) | <b>Cllr C Butchins</b>    |
| Councillor (2) | <b>Cllr E Silver</b>      |
| Councillor (3) | <b>Cllr Mrs S Parnell</b> |

- **GENERAL MANAGEMENT COMMITTEE** (5 Members)

|                |                            |
|----------------|----------------------------|
| Chairman       | <b>Cllr Mrs S Parnell</b>  |
| Vice-Chairman  | <b>Cllr Mrs A Mitchell</b> |
| Councillor (1) | <b>Cllr S Rubner</b>       |
| Councillor (2) | <b>Cllr C Butchins</b>     |
| Councillor (3) | <b>Cllr G Franklin</b>     |

- **TRANSPORT & ROAD SAFETY FORUM** (5 Members)

|                |                        |
|----------------|------------------------|
| Chairman       | <b>Cllr C Butchins</b> |
| Vice-Chairman  | <b>Cllr S Rubner</b>   |
| Councillor (1) | <b>Cllr C Barker</b>   |
| Councillor (2) | <b>Cllr V Eni</b>      |
| Councillor (3) | <b>Cllr G Silver</b>   |

- **EVENTS FORUM** (All Members)

|               |                          |
|---------------|--------------------------|
| Chairman      | <b>Cllr Mrs P Strack</b> |
| Vice-Chairman | <b>Cllr R Butler</b>     |

- **BUSINESS FORUM** (All Members)

Chairman

**Cllr R Butler**

Vice-Chairman

**Cllr C Butchins**

- **YOUTH COUNCIL** (2 Members to represent the Town Council)

Councillor (1)

**Cllr C Barker**

Councillor (2)

**Cllr G Silver**

## **07. OUTSIDE BODIES**

The Town Clerk read the proposed appointments proposed by Cllr Mrs P Stack and seconded by Cllr G Franklin which were approved without amendment.

It was **RESOLVED** that representatives be appointed as follows for the ensuing Municipal Year 2016/17:-

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

Councillor (1) (Cowley Hill)

**Cllr A Coleshill**

Councillor (2) (Brookmeadow)

**Cllr V Eni**

- **Borehamwood Museum Group** (1 Member)

Councillor (1)

**Cllr E Silver**

- **Borehamwood & Elstree Twin Town Association** (2 Members)

Councillor (1)

**Cllr Mrs P Strack**

Councillor (2)

**Cllr C Butchins**

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

|                |                            |
|----------------|----------------------------|
| Councillor (1) | <b>Cllr Mrs S Parnell</b>  |
| Councillor (2) | <b>Cllr Mrs A Mitchell</b> |
  
- Hertsmere MENCAP(1 Member and 1 Standing Deputy)
 

|                                  |                         |
|----------------------------------|-------------------------|
| Councillor (1)                   | <b>Cllr E Silver</b>    |
| Councillor (2) (Standing Deputy) | <b>Cllr A Coleshill</b> |
  
- Community Safety Partnership (Town wide CSP) (1 Member)
 

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| Councillor (1) | <b>Cllr Mrs P Strack</b> |
|----------------|--------------------------|
  
- Community Action Hertsmere (CAH) (1 Member and 1 Standing Deputy)
 

|                              |                          |
|------------------------------|--------------------------|
| Councillor (1)               | <b>Cllr C Butchins</b>   |
| Councillor (Standing Deputy) | <b>Cllr Mrs P Strack</b> |
  
- Aldenham Country Park (1 Member)
 

|                |                          |
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| Councillor (1) | <b>Cllr Mrs P Strack</b> |
|----------------|--------------------------|
  
- Maxwell Park Management Group (1 Member)
 

|                |                           |
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| Councillor (1) | <b>Cllr Mrs S Parnell</b> |
|----------------|---------------------------|
  
- First Impressions Group (1 Member and Town Clerk Standing Deputy)
 

|                 |                           |
|-----------------|---------------------------|
| Councillor (1)  | <b>Cllr Mrs S Parnell</b> |
| Standing Deputy | <b>Town Clerk</b>         |



- Defibrillator Group (5 Members and 1 co-opted)

|                |                           |
|----------------|---------------------------|
| Councillor (1) | <b>Cllr Mrs P Strack</b>  |
| Councillor (2) | <b>Cllr C Butchins</b>    |
| Councillor (3) | <b>Cllr Mrs S Parnell</b> |
| Councillor (4) | <b>Cllr E Silver</b>      |
| Councillor (5) | <b>Cllr G Silver</b>      |
| Co-opted (6)   | <b>L Stack (EBRA)</b>     |

## **08. COUNCIL MEETING VENUES**

It was proposed by Cllr S Rubner and Seconded by Cllr Mrs F Turner (Voting 8 For, 4 Against and with 1 Abstention) that the discussion of the item be deferred for a six month period in order to assess whether scheduled improvements to Fairway Hall as a meeting venue addressed some concerns that had been raised outside of the Council meeting and were again mentioned, including security and overall appropriateness of the venue for Full Council meetings.

With the approval of Members, the Mayor adjourned the meeting for 5 minutes in order to allow for a comfort break.

The Mayor reconvened the meeting.

**It was RESOLVED that:**

**the item on the agenda be deferred for consideration by Full Council at its meeting on 16 November 2016.**

## **09. PUBLIC PARTICIPATION – QUESTION TIME**

### Council Procedures

Responding to a query raised by Cllr R Challice (Barnet Council), the Town Clerk clarified the procedure for voting on Minute 08 of the Minutes in line with the Council's Standing Orders.

## **10. CLOSE OF MEETING**

The Meeting closed at 8.05 pm.

It was noted that the next Council meeting was scheduled to take place on Wednesday 15 June 2016.

The Mayor thanked all for attending and invited guests to light refreshments in Fairway Hall to celebrate the Mayor and Deputy Mayor Making and to wish the Council well for the 2016/17 Year.

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