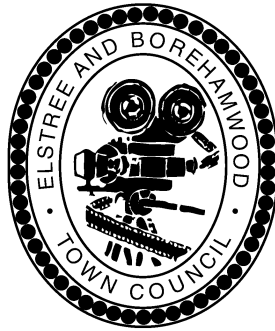


ELSTREE AND BOREHAMWOOD TOWN COUNCIL



**FULL COUNCIL**

**MINUTES** of a meeting held in the Civic Offices, Elstree Way, Borehamwood on Wednesday 11<sup>th</sup> November 2015 at 7.30pm.

- Present:**
- Cllr R Butler (Mayor) (in the Chair)
  - Cllr Mrs A Mitchell (Deputy Mayor)
  - Cllr C Barker
  - Cllr C Butchins
  - Cllr A Coleshill
  - Cllr V Eni
  - Cllr G Franklin
  - Cllr Mrs S Parnell
  - Cllr S Rubner
  - Cllr E Silver
  - Cllr G Silver
  - Cllr Mrs P Strack
  - Cllr Mrs F Turner
- In Attendance:**
- H Jones – Town Clerk
  - T Malton – Deputy Clerk
- Also Present:**
- Mrs S Capocci (Civic Award Winner)
  - Members of Capocci Family
  - N Male (Civic Award Winner)
  - Cllr R Challice (Barnet Council)
  - L Stack (EBRA)
  - Cllr D Burcombe (Hertsmere Borough Council)
  - Mrs M Eni (BETTA)
  - A Grady (BETTA)
  - PCSO 6343 A Gibson (Herts Constabulary)
  - PCSO 6284 M Johns (Herts Constabulary)
  - A Mitchell (Resident)
  - Mrs E Butchins (Resident)
  - 5 other Members of the Public

## Civic Awards

Prior to the commencement of the meeting, two local figures were recognised for their positive contribution to the community of Elstree and Borehamwood. Following a speech by Cllr Mrs S Parnell, the Town Mayor made a presentation of commemorative plaques and certificates to both Sasha Capocci (for her tireless services to local charities) and Nick Male (for his many years of providing entertainment and support to public service).

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

There were none. The Mayor noted the Council's thanks to former Town Councillor Ernie Butler for covering the mayoral engagement at St Nicholas Church, Elstree in his capacity as a Past Mayor, thus allowing all Members to be present at the Full Council meeting.

### **39. 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 R Butler (Town Mayor)	Min. 46 voucher 275	Disclosable Pecuniary Interest

Members declaring a Disclosable Pecuniary Interest refrained from taking part in any discussion or decision making processes relating to those items.

### **40. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Full Council Meeting held on 17 September 2015 be signed by the Mayor as a true record and adopted by the Council.**

### **41. ANNUAL RETURN 2014/15**

**It was RESOLVED that:**

- (i) the completed and signed Annual Return to 31 March 2015 be approved and accepted;**
- (ii) the letter from BDO LLP (External Auditor) of 25 September 2015 indicating that there "*were no matters which came to our attention which required the issuing of a separate additional issues arising report*" be noted; and**

- (iii) it be noted that notice of conclusion of audit poster had been published in accordance with the requirements set out (i.e. 14 days prior to 30 September 2015) on the Town Council Notice Board.

#### 42. COMMUNITY GRANTS

It was RESOLVED that:

the recommendations arising from the General Management Committee of 4 November 2015 (Minute GMC 15/16 40) concerning applications for the 2<sup>nd</sup> tranche of Community Grants awarded by the Town Council in 2015/16 be approved as follows:

Organisation	Grant	Power
(i) Elstree and Borehamwood Residents' Association (EBRA)	Advertising in Town Crier  (fee waiver of £360 for x4 ¼ page Town Crier space in Issues 21, 22, 23 and 24)	Local Government (Miscellaneous Provisions) Act 1976 s. 19
(ii) EBLOS Musical Theatre	£250 Costs towards production and advertising  Community Grant Budget (4161/401)	Local Government Act 1972 s. 145

#### 43. OUTSIDE BODIES

##### Borehamwood Museum Group

Cllr C Butchins reported that the Museum had welcomed its 10,000th visitor on 23 September 2015 with a bottle of champagne. Three new volunteers had been recruited onto the Museum staff and a new Treasurer was being sought. It was noted that some problems had been experienced with the lift being out of action on more than one occasion with the responsible authorities having been alerted to rectify the fault.

The Museum was currently running the popular EastEnders at 30 “In our Manor” exhibition, which included iconic props used in the show. From 17 January 2016 an historic photography exhibition was planned. Christmas cards would be on sale shortly (including at the Switch On Event on 29 November 2015).

#### Borehamwood & Elstree Twin Town Association

Cllr C Butchins reported that a youth group from Offenburg had conducted a recent visit to Borehamwood with N Male leading the group around the sights of the town. The Mayor apologised for not being able to attend the event at Fontenay for the Remembrance Service due to unavoidable circumstances.

#### Elstree, Borehamwood and District Community Association

Cllr Mrs S Parnell reported that the Association continued to grow from strength to strength and that nearly all booking times at Allum Hall were utilised. She noted that by the time of the next Full Council meeting on 13 January 2016, she would be in a position to provide an update report following the AGM.

#### Hertsmere MENCAP

Cllr E Silver reported that the Golf Day on 1 October 2015 (circa £16,000 was raised) had been very successful with several large donations from corporate businesses. The financial situation of the organisation was healthy although it was noted that Noah’s Ark had made a small loss.

The organisation still sought local volunteers who could register interest via the MENCAP website (<http://www.mencap-ebr.org.uk/vacancies.html>).

#### Community Safety Partnership (CSP)

Cllr Mrs P Strack reported that 5 October 2015 was her last meeting as Chair as the rules of the CSP had changed to permit only elected representatives (with a political party) as Vice Chair of the group. The new Chair was Rodney Burt with Cllr Mrs P Strack as Vice Chair. Meetings would take place every four months.

The aims of the new Partnership Plan 2015-18 were to create safer environments by tackling crime and anti-social behaviour, to reduce the harm caused by alcohol and drugs, to build community confidence and to increase feelings of safety locally.

It was noted that PCSO C Messetter had been relocated to Kenilworth Ward with PCSO A Gibson being the designated Town Centre PCSO. Sergeant A Jones had recently joined the team. It was further noted that together with Cllr Mrs S Parnell and local PCSOs, Cllr Mrs P Strack had signed up 30 new members of the Neighbourhood Watch OWL system in the Hillside Ward.

### Community Action Hertsmere (CAH)

Cllr C Butchins reported that the Community Shop had recently been refurbished and was reopening on 16 November 2015. The AGM was scheduled for 27 November 2015 at Hertsmere Borough Council Civic Offices and a report of that meeting would be submitted at next Full Council on 13 January 2016.

### Aldenham Country Park (ACP)

Cllr Mrs P Strack reported that, contrary to some reports on the subject, there was no imminent danger of Aldenham Reservoir being lost to development. The lease held with Aldenham Renaissance was for a further 27 years. The Hertfordshire County Council lease ended on 24 December 2015 and so the lake would revert to Safari Investments. Liberty Aldenham had decided not to seek to purchase the Safari land. It was noted that ACPT had made an application to register the entire path around the lake as a Public Right of Way. Safari have provided notice of their intention to sell the land before 24 December 2015 and would, with regret, be removing the Adventure Playground beside the lake.

### Maxwell Park Management Group

Cllr C Butchins reported that a concert would take place on 21 November 2015 (The Maxwell Jam 3). This was the third episode of the live music jam night. The Maxwell House band invited local performers and local music lovers to join them on stage and jam to their favourite songs. Doors would open at 7.30pm (£3 entry plus a free drink).

### Leeming/Aycliffe (LeeCliffe ) Big Local

Cllr A Coleshill reported that Gill Hutchinson has been appointed as the representative to Leecliffe Big Local by the Local Trust. She had been tasked with:

- supporting the existing members of the LeeCliffe Big Local Partnership to get the programme up and running again
- recruiting additional members to the Partnership
- refreshing the Big Local Plan
- recruiting a new Locally Trusted Organisation

In early July she met with Heather Walsh from CAH. Since October she had been consulting with residents and attended a parent's evenings at Woodlands School.

A consultation event was organised outside the Tudor Diner on Leeming Road and parents, carers and young people in Aberford Park had also been consulted. Once the consultation was complete the intention was to invite local groups to a facilitated workshop where they could look collectively at developing projects to meet the needs identified.

Once the Locally Trusted Organisation was in place, an advertisement would be placed for a Big Local Worker. This person would initially be tasked with promoting LeeCliffe Big Local and engaging with local residents.

It was the group's intention to submit a revised plan for two years of activity to the Local Trust by the end of March 2016.

#### **44. DEFIBRILLATOR UPDATE**

Members received an update report on the initiative from Cllr Mrs P Strack. The defibrillator installation (donated by the Borehamwood Spiritual Centre) at Elstree and Borehamwood railway station on 11 November 2015 had been a successful event. Cllr E Silver and Cllr G Silver had also been successful in obtaining defibrillator donations and sponsorship. Cllr C Butchins was in the process of applying for three defibrillators from the British Heart Foundation through the Town Council. Cllr Mrs P Strack reported that the biggest need was to raise awareness among the public about where defibrillators were located and to encourage appropriate training. Training sessions at 96 Shenley Road organised by J Gillet, Station Manager, were being arranged (with the Town Council having previously agreed to support these events).

#### **45. SIGNED MINUTES AND MEETING SCHEDULE 2016/17**

##### Signed Minutes

**It was RESOLVED that:**

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

<b>A Entertainments Committee</b>	<b>14 July 2015</b>
<b>B Entertainments Committee</b>	<b>9 September 2015</b>
<b>C General Management Committee</b>	<b>16 July 2015</b>
<b>D Youth Council</b>	<b>2 September 2015</b>
<b>E Transport Forum</b>	<b>2 July 2015</b>

##### Meeting Schedule 2016/17

It was noted that the Meeting Schedule for the 2016/17 Council year would be approved by Full Council on 13 January 2016. In the meantime, Members noted the provisional dates and agreed to notify the Office of any suggested amendments because of conflicting engagements or religious holidays. It was further noted that from January 2016, the Town Council would seek to utilise Fairway Hall for Transport Forum, Youth Council and Full Council meetings rather than the Civic Offices at Hertsmere Borough Council.

#### **46. 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>2015/16</b>	
<b>1</b>	<b>16/09/2015</b>	<b>238-252</b>	<b>£19,970.46</b>
<b>2</b>	<b>08/10/2015</b>	<b>253-277</b>	<b>£14,654.23</b>
<b>3</b>	<b>21/10/2015</b>	<b>278-289</b>	<b>£28,975.27</b>
		<b>Total Vouchers:</b>	<b>£63,599.96</b>

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

##### BETTA Grant

Responding to a query raised by Mrs M Eni (BETTA), the Town Clerk clarified the process for the Council’s annual grants process and the distinction between “budgeted grants” and “community grants”. He also described the decision making process for the deployment of the Town Council’s Town Twinning budget (4464/404). It was agreed that any further discussion could take place by way of correspondence between BETTA and the Council Offices.

##### Leeming/Aycliffe Big Local

Responding to a query from L Stack (EBRA), Cllr A Coleshill clarified that a ‘Locally Trusted Organisation’ had not yet been appointed.

#### **48. 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 individual nominations for civic awards were discussed.**

#### **49. HONORARY FREEMEN/FREEWOMEN**

**It was RESOLVED that:**

**an agreed lifelong Freeman of Elstree and Borehamwood award be made in 2015/16 to ‘Bill Davies’ with an appropriate presentation to be made in**

**November 2015 by the Town Mayor (and also at the Annual Parish Meeting on 9 March 2016 for the presentation of the Freedom Scroll with the presentation to the Freeman determined at Full Council on 17 September 2015).**

**50. CLOSE OF MEETING**

The Meeting closed at 9.00 pm.

It was noted that the next Council meeting was scheduled to take place on 13 January 2016 (Budget and Precept setting meeting) at Fairway Hall .

The Mayor invited guests to a reception for the Civic Award Winners in Committee Room D of the Civic Offices.

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