

## ELSTREE AND BOREHAMWOOD TOWN COUNCIL

### COUNCIL

**MINUTES** of a meeting held in the Civic Offices, Elstree Way, Borehamwood on Wednesday 15<sup>th</sup> January 2014 at 7.30pm.

Present: Cllr C Butchins (Town Mayor),  
Cllr S Rubner (Deputy Mayor)  
Cllr R Butler, Cllr S Dobin, Cllr G Franklin, Cllr  
C Kelly, Cllr Mrs A Mitchell, Cllr Mrs S  
Parnell, Cllr K Prince, Cllr Mrs P Strack  
and Cllr Mrs F Turner

In Attendance: H Jones – Town Clerk

Also Present: L Stack – Resident  
A Scott-Norman - Resident  
J Brown – Pensioners’ Rights  
V Eni – Resident  
S Alford – Resident  
D Burcombe – Tried and Trusted  
Mrs E Butchins  
[A total of 10 Members of Public were present]

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

Apologies for absence were received from Cllr E Butler (Other Business) and Cllr Mrs S Maughan (Other Business).

#### **47. DECLARATIONS OF COUNCILLORS’ INTERESTS**

The following declarations of Councillors’ interests were made:

<b>Member Interest</b>	<b>Minute Number</b>	<b>Nature of</b>
Cllr G Franklin	53 Accounts – Voucher 289	Personal and Prejudicial
Cllr R Butler	53 Accounts – Voucher 299	Personal and Prejudicial

Members declaring prejudicial interests refrained from taking part in any discussion or decision making processes relating to those items.

#### **48. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Meeting of Council held on 13 November 2013 be signed by the Mayor as a true record and adopted by the Council.**

#### **49. BUDGET REPORT AND PRECEPT DEMAND FOR 2014/15**

Cllr C Kelly asked for thanks to Staff to be recorded in the Council Minutes for helping to prepare the 2014/15 Budget.

**It was RESOLVED that:**

- (i) the Internal Audit Report (Interim) 2013/14 be received and the Clerk be asked to notify Auditing Solutions Ltd that advice would be sought from the Council's Financial Software providers in order to assist with any training or practical advice that could be provided to assist with any of the recommendations contained therein;**
- (ii) the Council Budget position for 2013/14 be noted;**
- (iii) the Council Budget for 2014/15 be adopted as set out in the report before Members without amendment;**
- (iv) the schedule of Earmarked Reserves for 2014/15 be adopted as set out in the report before Members without amendment;**
- (v) the precept demand to Hertsmere Borough Council for a 2014/15 Precept of £291,731.40 be approved (with the cost to Band D Council Tax payer rising by 2% from £24.12 to £24.60) on the following basis:**

<b>Precept of:</b>	<b>£291,731.40</b>
<b>Band D</b>	<b>£24.60</b>
<b>Multiplied by tax base</b>	<b>11,859</b>
<b>Supplementary grant of</b>	<b><u>£50,822.08</u></b>
<b>Thus making the final demand</b>	<b>£342,553.48</b>

- (vi) the Clerk be asked to prepare relevant information to be submitted to Hertsmere Borough Council for inclusion in the Council Tax leaflet for 2014/15 and the flyer for inclusion in the Special Edition of the Town Crier magazine.**

## **50. SCHEDULE OF MEETINGS 2014/15**

**It was RESOLVED that:**

**the Schedule of Meetings for 2014/15 be adopted and published subject to any requisite amendments arising from the availability of Hertsmere Borough Council's Civic Offices and Council Chamber.**

## **51. OUTSIDE BODIES**

Borehamwood Community History Project – Cllr C Butchins reported that whilst no meeting had taken place following the last meeting of the Council, a formal “Grand Opening Ceremony” was taking place later in the New Year.

Borehamwood & Elstree Twin Town Association - Cllr C Kelly reported that he had been unable to attend the 8 January 2014 meeting. It was reported that the 21 December 2013 Christmas Event was successful.

China Twin Town Working Group – It was noted that Cllr Mrs P Strack was leading the Working Group. A further meeting would be arranged once Mr P Wong Morrow was in a position to update on his visit to Wanshan.

Elstree, Borehamwood and District Community Association – Cllr Mrs S Parnell reported that Manor House was continuing to receive regular bookings and that, on the whole, there was a high level of satisfaction that the facilities were being well used.

Hertsmere MENCAP – Cllr Mrs P Strack reported that MENCAP was celebrating 50 Years of Service in 2014. Several projects were underway to raise funds, including a Musical on 22 March 2014 at The Ark Theatre and a Fun Run at Aldenham Country Park.

Community Safety Partnership - It was noted that CSP dates would be included in the Town Council's online Community Calendar.

Community Action Hertsmere (CAH) – Cllr Mrs P Strack reported that projects were underway – a 'Live Well' Project launch event on 31 January 2014 at Farriers Hall. In addition, free computer training was advertised, catering for all ages and skill levels. A future programme included a fitness course "Feller's Gym" for males over 55 years old.

Leeming/Aycliffe Big Local Advisory Panel – Cllrs C Butchins reported that a trip had been organised to Willow's Farm (Pumpkin Week). Various courses were planned, including self-awareness. It was noted that discussions were ongoing as to future arrangements for the management of the project.

Aldenham Country Park – Cllr Mrs P Strack reported that an Advisory Panel meeting was scheduled to take place shortly. A further update report in connection with the

kids' projects and the future of the reservoir would be provided by her at the next Council meeting.

## **52. 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>15 October 2013</b>
<b>B Environment &amp; Planning Committee</b>	<b>29 October 2013</b>
<b>C General Management Committee</b>	<b>12 September 2013</b>

## **53. COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL**

**It was RESOLVED that the following recommendations be adopted arising from Committees:**

**Minute 50 of General Management Committee of 7 November 2013:**

### **“50. PUBLIC QUESTIONS**

**It was RESOLVED that:**

**A recommendation be put to Council at its meeting on 15 January 2014 to amend Standing Orders in relation to Public Questions to the effect that:**

**(i) at Council Meetings Members of the Public could:**

- ask only one substantive question each (with one follow up question) on a topic that was deemed by the Mayor (or Chairman of the meeting) in consultation with the Town Clerk on a matter that was of relevance to the service and remit of the Town Council (with other matters, if relating to other Authorities, being referred on, as appropriate);**
- speak for a maximum of 3 minutes for the substantive question;**
- speak for a maximum of 2 minutes for the follow up question; and**
- speak only during the Public Question allocated period (a designated agenda item) and with the total period granted for the item (including Member responses) remaining at 15 minutes.**

**(ii) at Committee Meetings Members of the Public could:**

- speak (to ask a question or to provide relevant information) only by invitation of the Chairman of the meeting (having indicated a wish to speak first by raising a hand); and
- ask only questions on a topic that were deemed by the Chairman of the meeting in consultation with the Town Clerk on matters that were of relevance to the service and remit of that particular Committee (Terms of Reference) of the Town Council (with other matters, if relating to other Authorities, being referred on, as appropriate).”

#### 54. ACCOUNTS FOR PAYMENT

It was RESOLVED that:

the payment of accounts be confirmed as follows:

Page No.	Date	Voucher No	Total payment
1	08-Nov-13	276-289	£23,364.81
2	22-Nov-13	290-301	£18,383.69
3	04-Dec-13	302-312	£4,801.40
4	11-Dec-13	313-325	£16,912.05
		Total	£63,461.95

#### 55. PUBLIC PARTICIPATION – QUESTION TIME

##### Community Calendar

Responding to a query concerning the Community Calendar, it was noted that this had been instigated primarily by Cllr Mrs P Strack who had produced the information to be uploaded onto the Council’s website. Suggestions for additional inclusions were welcomed.

##### The Ark Theatre

Responding to several questions concerning the closure of the Ark Theatre, it was noted that the topic was a matter for consideration by Hertsmere Borough Council. The potential lack of a theatre in Borehamwood over a two year period was noted as one of the principal concerns of residents. It was further noted that some of the Town Councillors were also Borough Councillors who could help in working on the future management plan together with representatives of the Ark, including its Manager, Tom Lagden. Some Members felt that it was important to emphasise that a modern, well equipped school was required for Borehamwood to continue to thrive into the future.

**56. CLOSE OF MEETING**

The Meeting closed at 8.15 pm.

It was noted that the next Council meetings were scheduled to take place on:

- Annual Parish Meeting - 12 March 2014 at 7.30 pm (Fairway Hall); and
- Full Council - 20 March 2014 at 7.30 pm (Chamber).

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