

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

COUNCIL

MINUTES of a meeting held in the Civic Offices, Elstree Way, Borehamwood on Wednesday 23rd January 2013 at 7.30pm.

Present: Cllr C Kelly (Mayor)
Cllr C Butchins (Deputy Mayor)
Cllr E Butler, Cllr R Butler, Cllr S Dobin, Cllr G Franklin,
Cllr Ms S Maughan, Cllr Mrs A Mitchell, Cllr Mrs S Parnell,
Cllr Ms K Prince and Cllr Mrs F Turner

In Attendance: H Jones – Town Clerk

Also Present: PCSO C Messetter
P Wong-Morrow and Guest

45. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr S Rubner (Other Business) and Cllr Mrs P Strack (Other Business).

46. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Member	Minute Number	Nature of Interest
Cllr G Franklin	53 Payment of Accounts – Voucher 325	Personal and Prejudicial
Cllr R Butler	53 Payment of Accounts – Voucher 332	Personal and Prejudicial
Cllr R Butler	53 Payment of Accounts – Voucher 380	Personal and Prejudicial

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

It was noted that between 12 December 2012 and 23 January 2013 all Members had individually sought a request from the Proper Officer of the Authority under Section 33 of the Localism Act 2011 requesting dispensations to relieve Councillors from restrictions (s. 31 (4)) in determining at meetings Members' Allowances, conferring ceremonial honours upon Members and Precept Setting.

Advice was obtained from Hertsmere Borough Council Democratic Services and all applications were granted by way of a letter of 23 January 2013 issued prior to the Council meeting at which the Precept and Budget for 2013/14 was considered.

In addition, copies of both application and response were submitted to the Monitoring Officer at Hertsmere Borough Council.

47. MINUTES OF COUNCIL

It was RESOLVED that the Minutes of the Council Meeting held on 22 November 2012 be signed by the Mayor as a true record and adopted by the Council.

48. BUDGET REPORT AND PRECEPT DEMAND FOR 2013/14

It was noted that whilst the Tax Base had dropped for 2013/14 to 11,616, Hertsmere Borough Council had agreed to meet the difference in cost for maintaining the Band D cost at £24.12 per year with a Precept Demand by the Town Council of £331,000 by providing a grant of £50,822.08.

Following a thorough and wide ranging debate, it was proposed by Cllr Mrs S Parnell and seconded by Cllr S Dobin that the Town Council Precept be frozen at £331,000 for 2013/14 (Option A).

It was proposed by Cllr G Franklin and seconded by Cllr R Butler that the Town Council Precept be increased to £340,930 for 2013/14 (Option B).

Voting 6 in favour and 5 against the Option A Motion, it was duly agreed and approved by Full Council that the Precept and Budget for 2013/14 be confirmed in line with the resolutions as set out below.

In addition, Members received the Finance Report and agreed the recommendations contained therein as listed below.

It was RESOLVED that:

- (i) authority be provided for two Cheque Signatories to authorise the Indemnity Form with NatWest to allow cheques made payable to the Authority to be acceptable in both the following forms: ‘Elstree and Borehamwood Town Council’ and ‘E&B Town Council’;**
- (ii) the Council Budget position for 2012/13 be noted and the transfer of the end-of-year surplus/overspend to General Reserves be confirmed with all items of exceptional spending from General Reserve during the 2012/13 year as listed being duly approved and noted;**
- (iii) the Council Budget for 2013/14 be adopted as set out in the report before Members without amendment;**
- (iv) the schedule of Earmarked Reserves for 2013/14 be adopted as set out in the report before Members without amendment;**
- (v) the precept demand to Hertsmere Borough Council for a 2013/14 Precept of £331,000 be approved (with the cost to Band D Council Tax payer frozen at £24.12) on the following basis:**

Precept of:	£280,177.92
Band	£24.12
Multiplied by tax base	11,616
Supplementary grant of	<u>£50,822.08</u>
Thus making the final demand	£331,000

- (vi) the Clerk be asked to prepare relevant information to be submitted to Hertsmere Borough Council for inclusion in the Council Tax leaflet for 2013/14; and
- (vii) a Special Council meeting be arranged in February 2013 in order to commence a process by the Town Council to formulate a mid to long term strategy for managing the Council's Finances (including a comprehensive review of income and reserves (including fees and charges and investments) and expenditure (including all service delivery areas and administration costs) together with options for alternative and additional sources of funding and financial planning for the future.

49. SCHEDULE OF MEETINGS 2013/14

It was RESOLVED that:

the Schedule of Meetings for 2013/14 be adopted and published subject to any requisite amendments arising from the availability of Hertsmere Borough Council's Civic Offices and Council Chamber.

50. LEEMING/AYCLIFFE BIG LOCAL ADVISORY PANEL

It was RESOLVED that:

- (i) the Town Council's representatives on the Leeming / Aycliffe Advisory Panel be:
 - Cllr E Butler (Cowley Hill Ward)
 - Cllr C Butchins (Brook Meadow Ward)
- (ii) the Chair of the Big Local Community Partnership be asked to advise on:
 - the possibility for Councillors to send standing deputies in the event of non-attendance by those nominated above; and
 - the timing of meetings (as not all Members could attend meetings during core working hours).
- (iii) the Big Local Community Partnership be included in the List of Outside Organisations for 2013/14 and the remainder of 2012/13 with those Members attending Panel Meetings being asked to make reports to Full Council.

51. THE ARK: PRESENTATION BY CHAIR OF GOVERNORS

It was **RESOLVED** that:

the presentation concerning the Ark Theatre and funding sources be deferred to a later meeting of Full Council, subject to the availability of any speakers.

52. SIGNED MINUTES

It was **RESOLVED** that:

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

A Entertainments Committee 16 October 2012

B Environment and Planning Committee 30 October 2012

53. ACCOUNTS FOR PAYMENT

It was **RESOLVED** that:

the payment of accounts be confirmed as follows:

Page No.	Date	Voucher No	Total payment
1	21-Nov-12	322-333	£ 9,756.75
2	27-Nov-12	334-342	£ 4,283.15
3	05-Dec-12	343-355	£15,728.40
4	18-Dec-12	356-367	£ 5,749.11
5	04-Jan-13	368-381	£ 4,727.38
6	08-Jan-13	382-394	£21,869.39

Total: £62,114.18

54. REPORTS FROM OUTSIDE BODIES

Cllr Mrs F Turner – Borehamwood History Society (Museum) – Members were informed that it had been a momentous year for the Museum planning its transition to the new premises and with a change of personnel at Hertsmere Borough Council with responsibility for Museum services. Volunteers had been sorting through all the exhibits, including those in store, in preparation for the move. The possibility had arisen to rent the old Borehamwood Times site (an ideal location for storing exhibits) and progress on this would be reported to the next Council meeting. The new Museums Officer, Ruth Stratton, felt that although a response to the request for a Lottery Grant would not be forthcoming until February, she was fairly confident of the result, in particular, because of the Town's unique history. She intended to recruit a Volunteer Co-ordinator who would then recruit more volunteers in order to train them before the move. She also intended to employ a Community Learning Officer who would visit schools and arrange lectures, funded by

the Lottery Grant. Meetings of the Steering Committee and Heritage Forum would take place shortly and it was intended to update the Museum's website. Some Members queried the anticipated Friday opening Hours for the Museum and Library at the new site and it was agreed that further information would be sought on this matter. It was acknowledged that there was much activity concerning the Museum and Members looked forward to being kept informed of developments at the next Full Council meeting.

Cllr Mrs A Mitchell – BETTA – It was reported that the Social Evening in December 2012 had provided a useful opportunity for BETTA representatives to celebrate achievements over the year and to consider the following year's challenges. A trip to France on the 24 May 2013 weekend (Versailles/Paris) had been planned with details and costs to be advertised in the Town Crier publication. The costs of this trip were being researched with options being put forward for possible contributory funding. At a request from Cllr R Butler, it was agreed that BETTA should consider advertising for Membership in local libraries and the Town Crier (together with details of Membership Fees etc). Members then heard from the Mayor concerning a proposal to set up a working group to consider the feasibility of seeking to twin Borehamwood and Elstree with a town in China (The suggested Town/City to consider was Zhūhǎi (Chinese: 珠海) on the southern coast of Guangdong province. Zhūhǎi was one of the original Special Economic Zones established in the 1980s and was also one of China's premier tourist destinations, being called the "Chinese Riviera"). Council Members were unanimously in support of exploring this option, recognising the success of Town Twinning with both Fontenay-aux-Roses and Offenburg. Members expressing an interest in being involved in the working group included The Mayor, Cllr Mrs S Parnell, Cllr C Butchins, Cllr Mrs P Strack and Cllr R Butler. Once more information had been gathered, Members involved would report back to Council with a formal proposal.

Cllr E Butler - Brookside Boys Club – It was reported that the AGM had been attended by Cllr E Butler together with Cllr Mrs P Strack and Cllr Mrs S Parnell of the Town Council. It was noted that the lack of toilet facilities remained problematic for extending the club to both boys and girls in the area and that the existing facilities required updating. Funding support continued to be of concern to the Club and that various options were being considered to promote fundraising. Town Councillors were invited, once more, to evenings at the Club in order to find out more about the important roles and activities of the organisation.

Cllr Ms S Maughan - MENCAP – It was noted that a change of name was proposed of the organisation to "Hertsmere MENCAP" which would help in promoting the services available and be more user friendly. It was agreed that this change would be a great improvement as the former title was somewhat unwieldy. Members noted that the Town Council had awarded £500 in 2012/13 to the Noah's Ark Playscheme in order to contribute towards the costs of trips and activities to take children on outings during school holiday periods.

Cllr Mrs S Parnell (for Cllr Mrs P Strack) – Aldenham Country Park – It was reported that Agrarian Renaissance's plans for 'Nature Walks' within the Park were progressing. Council Members were invited to participate in any of the organised walks if they so wished.

55. PUBLIC PARTICIPATON – QUESTION TIME

Policing and Police Initiatives in Borehamwood

PCSO C Messetter provided an update report concerning local policing issues.

Members noted with concern that burglary rates appeared to be increasing in the Borough (in particular in Bushey), including a ‘break in’ in Borehamwood at the new library site with c.£10,000 worth of equipment being stolen.

A separate incident in the Borehamwood Business Park of shoplifting (items with a value of c.£900) had resulted in three arrests being made.

PCSO Messetter agreed to provide the Council with details of the anti-theft vehicle number plate service being offered once more at the Tesco’s super store in Borehamwood on 17 April 2013. In a previous exercise, it was calculated that in a three hour period some 81 cars were fitted with the anti-theft screws.

It was noted that the Council would seek to assist in disseminating details of the scheme to the Community.

56. 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 staffing matters were discussed.

57. STAFF COSTS 2013/14

It was RESOLVED that:

the recommendations as set out in the report be adopted and the Staff Costs for 2013/14 be approved accordingly with effect from 1 April 2013.

58. CLOSE OF MEETING

The Meeting closed at 8.35pm.

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

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