

## ELSTREE AND BOREHAMWOOD TOWN COUNCIL

### COUNCIL

**MINUTES** of a meeting held in the Civic Offices, Elstree Way, Borehamwood on Wednesday 12<sup>th</sup> June 2013 at 7.30pm.

Present: Cllr C Butchins (Town Mayor)  
Cllr S Rubner (Deputy Mayor), Cllr E Butler,  
Cllr R Butler, Cllr S Dobin, Cllr G Franklin, Cllr  
C Kelly, Cllr Mrs S Maughan, 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: J Brown (Pensioners' Rights)

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

There were none.

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

The following declarations of Councillors' interests were made:

<b>Member</b>	<b>Minute Number</b>	<b>Nature of Interest</b>
<u>2012/13</u>		
Cllr R Butler	18 Payment of Accounts – Voucher 454	Personal and Prejudicial
<u>2013/14</u>		
Cllr G Franklin	18 Payment of Accounts – Voucher 75	Personal and Prejudicial

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

#### **13. MINUTES OF COUNCIL**

**It was RESOLVED that:**

**the Minutes of the Annual Meeting of Council held on 8 May 2013 be signed by the Mayor as a true record and adopted by the Council.**

## 14. OUTSIDE BODIES

**It was AGREED that:**

**the Town Council seek to establish and maintain a Community Diary for events (available on its website) in order to avoid the risk of conflicting scheduling by the various groups and organisations within the area and to provide a public service and resource for promoting the activities of both Council and Outside Body events.**

Borehamwood Community History Project – the Mayor provided an update report of work in building the 96 Shenley Road project and noted that the Town Council would be seeking to arrange a photograph of current Members, Members of Staff and Youth Councillors for inclusion in the “Time Capsule” to be opened in 60 years. It was noted that consideration of the grant for capital costs would be considered at Minute 17 below).

**It was AGREED that:**

**the Transport and Road Safety Forum be asked to consider the merits of a Bus Stop in the vicinity of the new 96 Shenley Road Building and to make recommendations, as appropriate, to the responsible authorities.**

Borehamwood & Elstree Twin Town Association - Cllr C Kelly reported that he had joined in the recent visit to Fontenay which had proved to be very successful (including a meeting with the local Mayor). On behalf of the Council, it was felt that BETTA should be congratulated for having organised the successful trip.

China Twin Town Working Group – Cllr Mrs S Parnell reported that a meeting of the Group was scheduled for 14 June 2013.

**It was RESOLVED (by a unanimous vote in favour) that:**

**delegated authority be provided to the China Twin Town Working Group to agree the wording and to approve the issue of a letter to the Mayor of Zhuhai indicating the Council’s approval, in principle, of seeking to arrange Town Twinning status with that town in China.**

Brookside Boys Club Management Committee – Cllr E Butler reported that the next meeting of the Club was scheduled for 26 June 2013. It was noted that those Councillors who were also Borough Members would seek to assist the Club by investigating and suggesting ways in which it could improve its ability to obtain third party contributory funding by presenting its financial accounts in a clear and effective fashion for this purpose.

Community Safety Partnership – Cllr S Rubner provided an informative and comprehensive report with statistical data (in both percentile and incident number format) of crime figures issued at the previous Community Safety Partnership meeting by Hertfordshire Constabulary. It was generally accepted that the crime rates

had fallen in the Elstree and Borehamwood area. Significant reductions included there being no serious violent crimes reported. Whilst Members applauded the results, some Councillors were concerned that the figures (in particular those for burglary) did not also include attempted crimes. Cllr S Rubner agreed to pass on these comments to the next Partnership meeting.

**It was AGREED that:**

**representations be made to Hertfordshire Constabulary noting the Town Council's view that the loss of the counter facility resulting from the move of the Hertsmere Police Station to the Civic Offices was disappointing insofar as a public service was reduced.**

Community Action Hertsmere (CAH) – Cllr Mrs P Strack reported that the feedback received on the success of the Time Bank service was very encouraging and he hoped to provide Members with more information of the activities of CAH at the next meeting. It was noted that the General Management Committee had approved a budgeted grant for 2013/14 the organisation for £10,0000.

Leeming/Aycliffe Big Local Advisory Panel - Cllr E Butler reported that work was underway to establish Community Advocates to assist with the work identified by the Panel.

Aldenham Country Park – Cllr Mrs P Strack reported that business at the ark had improved with some 20,000 visitors over the Easter period. It was noted that progress was being made to register a Right of Way around the lake in order to help protect the site and to make it more Community friendly.

## **15. ANNUAL RETURN 2012/13**

**It was RESOLVED that:**

- (i) the Annual Return (Year ending 31 March 2013) (Section 1 – Statement of Accounts) be received and the Mayor and Clerk of the Council be duly approved to sign and submit to the External Auditors;**
- (ii) the Annual Return (Year ending 31 March 2013) (Section 2 – Annual Governance Statement) be received and the Mayor and Clerk of the Council be duly approved to sign and submit to the External Auditors; and**
- (iii) the Year End Report and Asset Register 2012/13 be received and approved.**

## **16. 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	5 March 2013
B Entertainments Committee	9 April 2013
C Environment & Planning Committee	19 February 2013
D Environment & Planning Committee	19 March 2013
E Environment & Planning Committee	23 April 2013
F General Management Committee	13 February 2013
G General Management Committee	10 April 2013
H Youth Council	5 September 2012
I Youth Council	3 October 2012
J Youth Council	7 November 2012
K Youth Council	5 December 2012
L Youth Council	9 January 2013
M Youth Council	6 February 2013
N Youth Council	13 March 2013

## 17. COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL

It was RESOLVED (by a unanimous vote in favour) that the following recommendations be adopted arising from Committees:

### 96 Shenley Road Funding

(General Management Committee – 29 May 2013 - Minute 4):

It was noted that the power to authorise expenditure was provided by the Local Government (Miscellaneous Provisions) Act 1976 s.19 and the Local Government Act 1972 s.133:

- (i) **the contribution requested by Hertsmere County Council of £50,000 (allocated in a designated Earmarked Reserve for Community Projects 9014/901) to part fund the building of the 96 Shenley Road project (Village Hall Museum) be approved with the understanding that the following conditions were satisfied:**
- **the need for the Town Council to be kept informed of developments on an ongoing basis;**
  - **the need for the Town Council to be provided with details of the day to day running arrangements and costs of the facility (as soon as these were available);**

- **the need for the Town contribution to be fully recognised in the relevant publicity material and at the site (including a plaque).**
- (ii) **it be noted that the contribution of £50,000 (for capital funding) did not also provide a commitment that the Town Council would continue to part fund the Museum Running Costs (revenue funding) for 2014/15 and onwards (historically at £10,000 per annum and as assumed in the business plan – paragraph 2.2.1 of H Shade and R Young’s report to the Committee of 29 May 2013 referred).**
- (iii) **a photograph be commissioned (with the possibility of it being taken at a Full Council meeting) of current Council Members, Members of Staff and Youth Councillors to be included in the Town Council’s “Time Capsule” items for the new Borehamwood Museum; and**
- (iv) **at the request of Cllr E Butler, further information be provided to the Town Council by R Young (Community Partnership Officer - Hertsmere Borough Council) on the background for use of the new site for elder persons and any conditions in funding sources requiring use for this specific purpose.**

**Grant Applications: Community Grants – BETTA**

**(General Management Committee – 29 May 2013 - Minute 9 COM (iii)):**

It was noted that the power to authorise expenditure was provided by Local Government Act 1972 s.144:

**a Community Grant (4161/401) of £1,000 be awarded to Borehamwood and Elstree Twin Town Association (BETTA) for the purpose of running costs on condition that:**

- **the use of Grant Monies was not for Salary purposes;**
- **detailed accounts for the past three financial years were provided; and**
- **full evidence was provided (as per Council Grant rules) of how the Grant was used within three months of receipt.**

**18. 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>
1	25 March 2013	443-456	£8,745.90
2	31 March 2013	457-464	£4,176.10

3	9 April 2013	1-14	£14,766.20
4	12 April 2013	15-21	£16,457.67
5	25 April 2013	22-33	£2,266.09
6	8 May 2013	34-48	£20,390.27
7-8	20 May 2013	49-71	£7,684.74
9-10	30 May 2013	72-82	£3,950.06
Total:			<b>£78,437.03</b>

## 19. COUNCIL INVESTMENTS

Members received a verbal update report from the Town Mayor concerning the work of the In House Audit Sub-Committee in seeking alternative investment vehicles for the Council.

**It was RESOLVED that:**

- (i) **three Signatory Councillors be approved to authorise the closure of the NS IB Accounts – Investment Savings Account (£63,105.03 at 1 January 2013) and Income Bonds (£25,000) (signed at the meeting – documentation supplied to Signatories); and**
- (ii) **following an update from the Mayor, the In House Audit Sub-Committee be delegated authority to agree three investment vehicles for the Town Council to invest a total of £350,000 of reserve monies (with Council Members being provided with an opportunity via e:mail to veto any proposals) and with a full report and ongoing monitoring of the investments being made at meetings of the General Management Committee.**

## 20. PUBLIC PARTICIPATION – QUESTION TIME

### Festival Prizes

Responding to a comment concerning the award of prizes to Festival Parade Float Entries to organisations not based in Elstree or Borehamwood, it was noted that the organisation referred to, Hare Krishna of Bhaktivedanta Manor, represented a religious and cultural group that provided a service that was enjoyed by residents within the Town Council's area and had participated in the Council's Festival for several years, providing much colourful entertainment for the crowds. As such, it was felt that the movement should continue to be eligible for both float assistance grants and prizes in the future.

### Policing Issues

Responding to a query concerning the use of "cardboard cut-out policemen" by Hertfordshire Constabulary for crime deterrent purposes, Cllr S Rubner agreed to pass

on the views of the Public and of Councillors to the Community Safety Partnership (CSP).

**21. CLOSE OF MEETING**

The Meeting closed at 9.00 pm.

It was noted that the next Council meeting was scheduled to take place on Tuesday 17 September 2013.

It was noted that the next Council meeting was:

Tuesday 17 September 2013 Meeting of Council (Council Chamber at 7.30 pm).

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