

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

COUNCIL

MINUTES of a meeting held in the Civic Offices, Elstree Way, Borehamwood on Wednesday 13th November 2013 at 7.30pm.

Present: Cllr C Butchins (Town Mayor),
Cllr E Butler, 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: T Costello (Festival Parade Leader) (Minute 38)
R Halkon (Borehamwood Times)
D Barton - Resident
L Stack - Resident

35. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr S Rubner – Deputy Town Mayor (Other Business) and Cllr Mrs S Maughan (Other Business).

36. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

37. MINUTES OF COUNCIL

It was **RESOLVED** that:

the Minutes of the Meeting of Council held on 17 September 2013 be signed by the Deputy Mayor as a true record and adopted by the Council.

38. AWARD FOR SERVICE TO THE COUNCIL AND COMMUNITY

The Mayor made a presentation of a commemorative plaque before Council to Tom Costello to mark over 30 years of service in leading the carnival parade as part of the annual Civic Festival organised by the Town Council.

He said: “We wish Tom the best for the future and look forward to seeing him at the front of next year’s procession.”

Mr Costello was very pleased to receive the plaque and award.

39. ANNUAL RETURN 2012/13

It was noted that the Council had received the completed Annual Return 2012/13 from the External Auditors (BDO). These documents together with draft responses were presented before Members (as part of the Agenda attachment appendices).

It was RESOLVED that:

- (i) the completed Annual Return for the Year ended 31 March 2013 be approved and accepted by the Council;**
- (ii) the recommended responses and actions presented to Council to the ‘issues arising’ report of BDO (Annual Return for the Year ended 31 March 2013) be approved and adopted with these being submitted to both Internal and External Auditors; and**
- (iii) Auditing Solutions be appointed for 2014/15 as the Council’s Internal Auditor.**

40. OUTSIDE BODIES

Borehamwood Community History Project – Cllr C Butchins reported that whilst no meeting had taken place following the last meeting of the Council, the facility was scheduled to open on 18 November 2013 with a formal “Grand Opening Ceremony” taking place later in the New Year. Town Council Members had been invited to visit and inspect the site and the facilities on offer at the 96 Shenley Road complex prior to the opening.

Borehamwood & Elstree Twin Town Association - Cllr C Kelly reported that a Fontenay trip for 2014 (requiring 20 rooms) was provisionally scheduled for 16 May 2014. The Offenburg trip in September 2013 had been successful, with representatives of the Rotary Club in addition to the Town Mayor and his wife being in attendance. In addition, the International Evening at Fairway Hall on 18 September 2013 had been successful in raising funds for BETTA. The Mayor reported on the Remembrance Sunday visit for wreath laying at Fontenay. Mayors from the three towns looked forward to seeing each other again. It was further noted that BETTA would be bringing the community together for an evening of festive music and song at St Paul’s Lutheran Church in Cranes Way on 21 December 2013 from 7.30pm, at an event which would also feature traditional food and drink.

China Twin Town Working Group – It was noted that Cllr Mrs P Strack was leading the Working Group which had last met on 18 October 2013. A further meeting with BETTA was scheduled for 4 December 2013 at which protocols for exchange visits would be considered (applicable to all twin towns). It was agreed that it was desirable for BETTA and Full Council meetings to be arranged on different days in order to allow for the possibility of full Town Council representation at each.

Elstree, Borehamwood and District Community Association – Cllr Mrs S Parnell reported that a report would be provided to the next meeting of Council by which time the AGM will have taken place.

Hertsmere MENCAP – Cllr E Butler reported that the AGM was scheduled to take place on 12 November 2013.

Community Action Hertsmere (CAH) – Cllr Mrs P Strack reported that a meeting was scheduled for 20 November 2013.

Leeming/Aycliffe Big Local Advisory Panel – Cllrs C Butchins and Cllr E Butler reported that work was continuing to determine a framework for allocating and bidding for funds by the various clubs and relevant bodies in Cowley Hill and Brookmeadow.

Aldenham Country Park – Cllr Mrs P Strack reported that Aldenham Renaissance were continuing to work to their mission statement of:

- Connecting People Land & Food
- Real Food & Farming: Participation & Education
- Providing Free Range Experiences
- Social, Environmental & Financial Sustainability

An Advisory Panel meeting had taken place on 21 October 2013. Encouraging reports had been received of visits by schools. A further update report in connection with the reservoir would be provided by Cllrs Mrs P Strack at the next Council meeting.

41. 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 July 2013
B Entertainments Committee	10 September 2013
C Environment & Planning Committee	27 August 2013
D Environment & Planning Committee	24 September 2013
E General Management Committee	17 July 2013
F Transport Forum	11 July 2013
G Youth Council	24 April 2013
H Youth Council	19 June 2013

42. COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL

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

Entertainments Committee

(a) recommendations arising from the Entertainments Committee (Minute 31 of 15 October 2013):

“CHRISTMAS LIGHTS

It was noted that due to unforeseen new requirements concerning column and electrical testing, the anticipated overspend on the Christmas Lights budget for 2013/14 would be £2,500.

It was RESOLVED that:

at its meeting on 13 November 2013, Council be recommended to resolve an overspend against the Christmas Lights Budget for 2013/14 (4868/408 CHR-CONTRACT) of up to £2,500 (to be drawn from General Reserve as an overspend).”

General Management Committee

(b) recommendations arising from consideration of Community Grant applications submitted to the General Management Committee meeting on 7 November 2013.

It was noted that the Council meeting in November was brought forward from 20 November 2013 to 13 November 2013. As such, the Committee meeting had not met prior to the Full Council agenda despatch.

The applications submitted were approved as set out below:

Community Grants

Organisation	Amount Sought	Purpose and Power of Grant
(i) Elstree Cricket Club	£500	Club House floor repairs [Local Government Act (Miscellaneous Provisions) 1976 s.19]
(ii) Elstree Productions	£500	Publicity, costumes, venue hire and workshops [Local Government Act 1972 s.145]

(iii) Elstree and Borehamwood Light Operatic Society (EBLOS)	£250	Costs towards putting on a show [Local Government Act 1972 s.145]
(iv) Com.Unity Choir	£750	Towards 10th Anniversary Event [Local Government Act 1972 s.145]
(v)Hertsmere Homestart	£1,100	x2 courses to recruit and train volunteers [Local Government Act 1972 s.137]
(vi) Tried and Trusted Film Awards	£100	Towards Local Film Awards [Local Government Act 1972 s.145]

43. ACCOUNTS FOR PAYMENT

It was **RESOLVED** that:

the payment of accounts be confirmed as follows:

Page No.	Date	Voucher No	Total payment
1	08-Aug-13	178-185	£ 16,463.92
2	13-Aug-13	186	£ 150,000.00
3	22-Aug-13	187-199	£ 16,972.97
4	04-Sep-13	200-210	£ 1,766.32
5	12-Sep-13	211-221	£ 16,381.94
6	19-Sep-13	222-224	£ 3,587.84
7	02-Oct-13	225-240	£ 18,122.39
8	11-Oct-13	241-256	£ 17,046.01
9	25-Oct-13	257-266	£ 1,190.59
10	04-Nov-13	267-275	£ 8,166.95
		Total	£ 249,698.93

[Clerk's Note: Total Expenditure during the period 8 August 2013 to 4 November 2013 was £99,698.93 as Voucher 186 - £150,000 to Close Bros. represented a Council investment.]

44. PUBLIC PARTICIPATION – QUESTION TIME

There was none.

45. CLOSE OF MEETING

The Meeting closed at 8.10 pm.

It was noted that the next Council meeting was scheduled to take place on Wednesday 15 January 2014 – Precept and Budget Setting 2014/15 (Council Chamber at 7.30 pm).

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