

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

COUNCIL

MINUTES of a meeting held in the Civic Offices, Elstree Way Borehamwood on Wednesday 13th June 2012 at 7.30pm.

Present:	Cllr C Kelly (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 S Rubner, Cllr Mrs P Strack and Cllr Mrs F Turner
In Attendance:	H Jones – Town Clerk
Also Present:	2 Members of the Public and Representatives from Interested Organisations/Groups

12. APOLOGIES FOR NON-ATTENDANCE

Apologies for absence were received from Cllr C Butchins (Deputy Mayor) (Other Business) and Cllr Ms K Prince (Other Business).

13. DECLARATIONS OF COUNCILLORS' INTERESTS

The following declarations of Councillors' interests were made:

Member	Minute Number	Nature of Interest
Cllr G Franklin	21 Payment of Accounts – Voucher 23	Personal and Prejudicial

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

14. MINUTES OF COUNCIL

Members received an address by Cllr Mrs S Parnell concerning the Public Questions heard at the Annual Council Meeting.

It was RESOLVED that the Minutes of the Council Meeting held on 28 March 2012 and Annual Council Meeting held on 17 May 2012 be signed by the Mayor as a true record and adopted by the Council.

15. REPORTS FROM OUTSIDE BODIES

Cllr Mrs F Turner – Borehamwood History Society (Museum) – Members were informed that the Museum would not be moving into its new premises until Autumn 2013 at the earliest but was nonetheless making detailed plans for the move. Because of the rolling lease, options were being considered for renting a shop if there was a delay between leaving the current premises and

moving into 96 Shenley Road (if funds permitted). Grant applications had been submitted and were being processed (with new grant monies to be used for fitting out the new premises). An outstanding exhibit in recent weeks which proved very popular was a quilted wall hanging depicting the Film and TV industry. It was further reported that the Museum would be participating in the forthcoming Civic Festival in its customary manner by conducting a 'Mystery History Tour' around the area on 24 June 2012. Those wishing to participate were encouraged to contact the Museum.

Cllr Mrs A Mitchell – BETTA – It was reported that representatives from both Twin Towns would be participating in the Town Council's forthcoming Festival. In addition, BETTA was looking forward to its involvement at the Families' Weekend.

Cllr E Butler - Brookside Boys Club – It was reported that funding support continued to be of concern to the Club and that the Town Council should consider carefully how it might continue to provide its worthwhile services in the future by keeping a 'watching brief' on developments.

Cllr Mrs P Strack - Aldenham Country Park Advisory Committee - It was noted that the renaissance launch day was a great success. Aldenham Country Park was assisting in discussions concerning a definitive path that circled the lake in order that it be registered as a right of way. It was further noted that in 2015 the lake was scheduled to revert in ownership.

16. ANNUAL RETURN

It was RESOLVED that:

- (i) the Annual Return (Year ending 31 March 2012) (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; and**
- (ii) the Annual Return (Year ending 31 March 2012) (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.**

17. ASSET REGISTER

It was RESOLVED that:

- (i) the Asset Register 2012/13 be approved for inclusion in the submission with the Annual Return and to the Council's Insurers; and**
- (ii) the Entertainments Committee be asked to consider the requirements of the Council in retaining its set of radios and, if required, agree to dispose of these appropriately.**

18. INTERNAL AUDIT REPORT

All Members of Staff were thanked by Members for contributing towards the successful outcome of the Audit Report and for compiling the comprehensive list of assets on the Asset Register.

It was **RESOLVED** that the **Final Report of the Internal Auditors 2011/12** be received and the responses of the Clerk (and RFO) be approved.

19. MINUTES OF COMMITTEE MEETINGS

It was **RESOLVED** that

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

Entertainments Committee	13 March 2012
Entertainments Committee	10 April 2012
Environment and Planning Committee	21 February 2012
Environment and Planning Committee	20 March 2012
Environment and Planning Committee	24 April 2012
General Management Committee	19 March 2012
General Management Committee	11 April 2012
Youth Council	7 March 2012
Youth Council	4 April 2012
Transport Forum	27 October 2011
Transport Forum	7 December 2011

20. COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL

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

- (i) the Terms of Reference before Members for the General Management Committee 2012/13 be approved with a review scheduled every 4 years (General Management Committee - 23 May 2012 - Minute 5);**
- (ii) a Community Grant be awarded to Elstree District Scouts to contribute towards Summer Holiday Activity Days for £1,000 (coded to 4161/401) (under the power of “Free Resource” see below) (General Management Committee - 23 May 2012 - Minute 8(i));**
- (iii) a Budgeted Grant be awarded Borehamwood Football Club to contribute towards Stadium Board and programme for £1,500 (coded to 4166/401) (under the power of “Free Resource” see below) (General Management Committee - 23 May 2012 - Minute 8(iii));**
- (iv) a Budgeted Grant be awarded to Elstree & Borehamwood Museum to contribute towards Running Costs for £10,000 (coded to 4186/401) (under the power of “Free Resource” and Tourism see below) (General Management Committee - 23 May 2012 - Minute 8(iii));**

- (v) power be delegated to the General Management Committee to approve Budgeted Grants without reference to Council (up to the amounts budgeted in the agreed Annual Budget approved in January of each year) with the appropriate amendment being included in the Terms of Reference and Standing Orders (General Management Committee - 23 May 2012 - Minute 8(v));
- (vi) non-budgeted expenditure be approved of £1,860 (coded to 1436/104 Admin-Member Expenses) in 2012/13 for Past Mayors' Badges (Option B in Metal Gilt together with Neck Ribbon and Title Bar) for all currently serving Council Members who were also Past Mayors (six in total) (General Management Committee - 23 May 2012 - Minute 11(i)); and
- (vii) the Terms of Reference before Members for the Environment and Planning Committee 2012/13 be approved with a review scheduled every 4 years (Environment and Planning Committee – 22 May 2012 – Minute 7).

It was noted that the power to authorise the grants above was as follows:

Power	Detail	Authority
" Free Resource"	Power to incur expenditure not otherwise authorised on anything which in the council's opinion is in the interests of the area or part of it or all or some of the inhabitants	Local Government Act 1972, s.137
Tourism	Power to contribute to the encouragement of tourism	Local Government Act 1972, s. 144

21. PAYMENT OF ACCOUNTS

It was **RESOLVED** that the payment of accounts be confirmed as follows:

Date	Voucher No	Total payment
26/03/2012	399-402	£4,003.88
04/04/2012	403-414	£16,077.46
2012/13		
01/05/2012	01-20	£25,747.31
15/05/2012	21-37	£24,798.38
25/05/2012	38-58	£5,408.03

22. PUBLIC PARTICIPATON – QUESTION TIME

Two questions were raised from a Member of the Public concerning:

- (a) the timing of the Families Weekend at the Civic Festival; and
- (b) the representation of political parties in positions of Office at the Town Council.

In response to these issues:

Clarification was provided for the rationale behind extending the Civic Festival to include a two day Families' Weekend.

All Members concurred that the roles and work of Town Councillors were varied and worthwhile in helping to improve the lives of the local Community.

The Member of Public thanked Members for their comments and for allowing him the opportunity to speak. It was recognised that the public participation item on Council agendas was of vital importance in affording the public an opportunity to ask pertinent questions. In addition, Members also expressed the view that they would welcome a greater number of public at meetings.

23. CLOSURE

The Meeting closed at 8.35pm.

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