

ELSTREE AND BOREHAMWOOD TOWN COUNCIL  
**Minutes of the COUNCIL MEETING 25 MARCH 2010**

Meeting held on **Thursday 25 March 2010** at Hertsmere Borough Council Civic Offices, Borehamwood, starting at 19:30 hours.

PRESENT: Councillors: P Strack, Mayor (Chairman)  
E Butler, R Butler, H David, G Franklin, J Heywood,  
P Swallow, A Mitchell, F Turner  
in attendance: Joel Charin Town Clerk  
Ash Tadjirishi Events Co-ordinator  
also present: four members of the public

**1 APOLOGIES FOR NON-ATTENDANCE & SUBSTITUTIONS**

Apologies were received and accepted from Cllr.s K Bright, P Hedges, C Kelly and S Parnell.

**2 DECLARATIONS OF INTEREST**

There were no declarations of interest.

**3 MINUTES OF THE COUNCIL MEETING, 21 JANUARY 2010**

The Minutes of the Meeting held on 21 January 2010 were approved and signed as a true record.

**4 MINUTES OF THE SPECIAL BUDGET COUNCIL MEETING, 21 JANUARY 2010**

The Minutes of the Special Budget Meeting held on 21 January 2010 were approved and signed as a true record.

**5 COUNCIL BUDGET**

Cllr. G Franklin thanked the Leader of the Council for allowing him to join the budget panel. Cllr. G Franklin expressed concerns as to what he regards as unsustainable levels of expenditure in excess of the precept. Cllr. G Franklin also stated that he had a 'bad feeling' that there had been 'pressure from above' in setting the precept whereas elected members of the Town Council should be free to set their own precept independently, though he acknowledged that had Labour been in power they may have been subject to similar pressures.

The Revised Council budget for 2010/11 was **confirmed**.

The transfer of £80k from earmarked reserves to the general reserves was **agreed**.

The purposes for which reserves are held was **agreed** as follows:

- community projects - such as might arise out of future community developments in Borehamwood and Elstree  
£50k Village Hall  
£10k First impressions Project; an update was given by Cllr David as to the envisaged timescale.
- election fund  
£10k (it was explained that estimated election costs of £20k are anticipated in 2011/12).
- van replacement fund  
£7k

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- contingencies and emergencies relating to the fabric of building or other physical/capital asset(s) owned by the Council.  
£123k  
Fire and intruder alarm, to be taken from £123k above.

The Council **confirmed** the decision of previous years to have a publicity account in accordance with the Local Government Act 1986 Part 11 clause 5 and the Local Authority (publicity Account)(Exemption) Order 1987.

It was **agreed** to give Delegated Authority to the budget panel to authorise on acceptable terms the Town Council's contribution to the First Impressions Project.

The Clerk, as Responsible Finance Officer, was invited to confirm that he was now happy with the budget and responded that he was now content that the budget had been revised to leave six months average expenditure in the general reserve of un-earmarked funds, which he regards as the bare minimum.

On being pressed further, the Clerk added that the precept had not been increased and the proposed expenditure exceeded income significantly. This was unsustainable and the difficult decisions regarding cuts that could not be agreed this year would have to be made for the next financial year, though these decisions would be no easier. In short, the proposed level of expenditure could not continue and something would 'have to give somewhere'.

Councillor David stated that we had a responsibility to take into account the difficult financial times that our residents had been through and that was a valid and major consideration this year in setting the budget. She further pointed out that we had a duty to be prudent and that it was inappropriate in the current economic climate to ask our residents to pay more although, even in light of this, we were continuing (and not cutting) the services and events we give to the Community. Cllr Franklin confirmed that these were very real considerations.

**6 APPOINTMENT OF COUNCIL REPRESENTATIVE TO SERVE ON THREEWAYS COMMUNITY ASSOCIATION COMMITTEE**

Cllr. David stated the ruling Group were minded not to appoint anyone to the Committee at this stage because of governance issues and before determining the position finally wished to discuss the matters further with the Borough Council. It was **agreed** to defer a decision to appoint a representative to the Threeways Community Association Committee.

**7 REPORT OF THE CLERK**

It was **resolved** to approve the annual review of the effectiveness of internal audit received from the General Management Committee.

It was **agreed** to adopt the annual risk assessment.

It was **agreed** that the budget panel would be reconvened as soon as possible to finalise the details of the new grant application procedure.

**8 The minutes of the following Committee meetings were noted and any recommendations within the Minutes approved:**

General Management Committee	11 January 2010
Entertainments Committee	12 January 2010
Entertainments Committee	16 February 2010
Festival Advisory Committee	16 February 2010
Environment and Planning Committee	3 December 2009

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Environment and Planning Committee	7 January 2010
Environment and Planning Committee	4 February 2010
Youth Council	2 December 2009
Youth Council	3 February 2010

**9 PAYMENTS**

The following Schedule of Accounts, as approved, were **confirmed**:

<b>Date</b>	<b>Voucher No's</b>	<b>Total Payments</b>
10/12/2009	364-366	£14,651.70
18/12/2009	367-382	£10,756.07
31/12/2009	383-400	£6,244.79
11/01/2010	401-404	£13,871.11
25/01/2010	405-417	£6,062.52
10/02/2010	418-422	£14,145.45
16/02/2010	423-439	£18,047.86
24/02/2010	440-450	£2,355.21
28/02/2010	451-457	£7,749.56
12/03/2010	458-462	£21,698.61

Cllr Heywood mentioned that she felt it inappropriate that the details of voucher number 462 contained an employee name and queried voucher 417 and the meaning of 'Handyman's credit card'. The Clerk agreed that employee names should not be noted and agreed to ensure a break down of card payments.

**10 Exclusion of Press and Public**

It was moved that the press and public be excluded from the remainder of the meeting, having regard to the confidential nature of the business to be transacted, publicity of which might be prejudicial to the public interest.

The minutes of the part II meeting held on 21 January 2010 were approved and signed as a true record and the meeting was then immediately adjourned.

**CLOSURE**

The meeting closed at 20:20 hours.

Chairman:.....

Date:.....