

ELSTREE AND BOREHAMWOOD TOWN COUNCIL



FULL COUNCIL

MINUTES of a meeting held at Fairway Hall, Town Council Offices, Brook Close, Borehamwood, WD6 5BT on Wednesday 29 November 2023 at 7.30pm.

Present:

- Cllr R Challice - Shenley Road (Mayor)
- Cllr A Collins – Hillside (Deputy Mayor)
- Cllr G Alexander – Brookmeadow
- Cllr R Butler - Cowley Hill
- Cllr P Kaza – Kenilworth North
- Cllr P Nirmalkumaran – Kenilworth South
- Cllr T Kumar - Hillside
- Cllr D Ozarow – Kenilworth South
- Cllr Mrs S Parnell – Hillside
- Cllr L Smith – Cowley Hill
- Cllr F Turner - Elstree

In Attendance:

- Tracey Malton – Town Clerk
- Steve Hall – Technical Support
- Jenny Simon – Admin Assistant

Present: 4 members of the public.

Cllr Rebecca Challice in the Chair (Mayor)

44. APOLOGIES

It was RESOLVED that:

apologies for absence be received and approved in respect of Cllr A Plancey (other business) and Cllr J Newmark (other business).

Prior to start of business, the Mayor Cllr R Challice announced that a One Minute Silence would be held to mark the deaths of Father Dominic McKenna who had done so much for the community through the Church and the Foodbank and was much

loved and respected, and of former Town Clerk Brian Roberts, who joined the Council in 1988 as Deputy Clerk and Finance Officer and became Clerk on the retirement of John Rheam.

45. DECARATIONS OF INTEREST

There were none.

46. MINUTES

It was RESOLVED that:

the Minutes of the Meeting held on Wednesday 6 September 2023 be signed by the Mayor as a true record and adopted by the Council.

47. ACCOUNTS FOR PAYMENTS

It was AGREED that the accounts be approved.

48. SIGNED MINUTES

It was RESOLVED that:

The following minutes were approved.

- **General Management Committee of 12 October 2023**
- **Entertainment Committee of 5 September 2023**
- **Entertainments Committee of 3 October 2023**
- **Youth Council of 27 September 2023**

49. LIVING WAGE ACCREDITATION

It was noted that Deputy Clerk G Martell, would be overseeing the Living Wage Accreditation for the Council. G Martell was present as a member of the public and was introduced. Cllr R Challice welcomed G Martell congratulating her on her appointment, it was suggested that Members introduce themselves after the meeting.

50. INTERNATIONAL AFFAIRS SUB COMMITTEE

It was noted that there had been no meeting of the Sub Committee since 22 June 2023, however an update was given by Cllr D Ozarow as follows:

- The Twin Town Bench with 4 logos depicting our three Twin Town logos, Shoham, Offenburg, Fontenay-aux-Roses, and the Town Council logo would soon be delivered.
- The Town Welcome Signs will be amended with matching sticker to add Shoham.
- The Mayor had visited Fontenay-aux-Roses for the Armistice Commemoration.
- A bid had been made to host the Local Government Conference, but it was unsuccessful however, a future bid will be made.
- A trip to Offenbergl was organised by the BETTA in late October to the Black Forest. Martine Eni and Nick Male were thanked.

Cllr D Ozarow also highlighted the attack on Israel and the effect this has had on the community particularly as the Town Council is twinned with Shoham a Town in Israel where a resident had been taken hostage. It was noted that there had been some unfortunate incidents in connection with the Israeli Flag at the Council Offices. Cllr D Ozarow reported that a friendship club had been started with schools and synagogues. Cllr Mrs S Parnell reported that she had kept in touch with Peleg and The Shoham Mayor letting them know that the Town held weekly vigils for the hostage from Shoham. She also asked that the Twin Towns be contacted regarding a Tennis tournament which had already been suggested. There was suggestion that communications between Members regarding the Twin Towns could be improved.

51. SCHEDULE OF MEETINGS

It was RESOLVED that:

the Meeting Schedule for Calendar Year 2024 be approved and adopted.

52. ANNUAL RETURN 2022/23

It was RESOLVED that:

the 2022/23 Annual Return returned to the Town Council by the External Auditors be approved and adopted.

53. COMMUNITY ENFORCEMENT OFFICER

Following correspondence from Leader of Hertsmere Borough Council regarding funding the appointment of a Community Enforcement Officer.

It was Resolved that:

£35,000 be budgeted to fund the appointment of a Community Enforcement Officer for 2024/25.

Cllr R Butler reported he was on the Hertsmere Borough Council Scrutiny Committee and had perused the job description adding that the Town Council would have a large input. Cllr Mrs S Parnell commented that she was pleased with the appointment and hoped the officer would be seen about the town, get to know residents and bring matters of concern to the Council's attention.

54. OUTSIDE BODIES

- 1 Leeming/Aycliffe Big Local Panel – report from Cllr G Alexander (APPENDIX A)
- 2 Elstree & Borehamwood Museum Group – no report from Cllr A Collins.
- 3 Borehamwood & Elstree Twin Town Association – no report from Cllr L Smith.
- 4 Elstree, Borehamwood and District Community Association – no report from Cllrs Mrs S Parnell and R Butler.
- 5 Hertsmere MENCAP - update from Cllr D Ozarow (APPENDIX B)
- 6 Aldenham Country Park (removed from the Agenda)
- 7 Maxwell Park Management Group – no update from Cllr R Challice
- 8 First Impressions Group – no report from Cllrs R Butler and D Ozarow.
- 9 Elstree Aerodrome Consultative Committee – report from Cllr D Ozarow (APPENDIX C)

The Clerk reminded Members of Outside Bodies to submit reports two weeks prior to date of Council Meeting so they can be attached to the agenda.

55. PUBLIC PARTICIPATION

L Stack announced 10 years of EBRA. L Stack questioned the use of Council headed paper when corresponding with third parties. It was explained by the Clerk that unlike the Borough Council, the Town Council writes all official letters via the office. A member of the Council could request the Clerk or other officer to write on their behalf using Council headed paper but would be at the Clerk's discretion and to the interest of the Town Council.

60. EXCLUSION OF PRESS AND PUBLIC

The Mayor to move the following resolution: That under the Public Bodies (Admission to Meetings) Act 1960 s.1 (2), the press and public be excluded from the meeting whilst matters pertaining to staffing are discussed.

61. STAFFING MATTERS

At the General Management Committee Meeting on 16 November 2023, it was agreed that the contract with LGRC was prohibitive with the expenditure to cover the position of a Locum Clerk reaching c£33,000.

A vote was held, and it was unanimously agreed to terminate the contract with LGRC from the 11 December 2023, when Deputy Clerk G Martell commences her role.

It was RESOLVED that:

The contract with LGRC be notified of termination on the 11 December 2023 as per agreed date.

62. CLOSE OF MEETING

The Meeting closed at 7.58pm

It was noted that the next meeting of Council was scheduled for Wednesday 13 March 2024 at 7.30 pm at Fairway Hall.

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