

# ELSTREE AND BOREHAMWOOD TOWN COUNCIL

## EXTRAORDINARY MEETING



NOTICE is hereby given that an Extraordinary meeting will be held as follows:

**Venue:** Fairway Hall, Brook Close, Borehamwood, WD6 5BT

**Date/Time:** Wednesday 29 March 2023 at 6.00 pm.

All Town Councillors are hereby summoned to attend.

Signed

A handwritten signature in black ink, appearing to read "S Parnell", written over a light blue horizontal line.

Sandra Parnell

Chair to Elstree and Borehamwood Town  
Council

Meeting called on 22 March 2023

(telephone) 0208 207 1382  
(postal address) Fairway Hall, Brook Close, Borehamwood, Herts, WD6 5BT

**Equality Act 2010:** The public sector equality duty places an obligation on a wide range of public bodies (including Town and Parish Councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Religion or Belief	Disability
Sex	Gender Reassignment
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

**Recording of Council Meetings:** The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). This permission does not extend to private meetings or parts of meetings which are not open to the public.

#### **Distribution List:**

Town Council Members:

Cllr Mrs S Parnell – Hillside (Town Mayor)  
Cllr C Butchins – Hillside (Deputy Town Mayor)  
Cllr Rebecca Challice - Shenley Road  
Cllr Richard Butler - Cowley Hill  
Cllr A Collins - Cowley Hill  
Cllr V Eni – Brookmeadow  
Cllr P Kaza - Kenilworth South  
Cllr S Lawrence - Kenilworth North  
Cllr J Newmark - Kenilworth South  
Cllr S Rubner – Brookmeadow  
Cllr Mrs P Strack – Hillside  
Cllr F Turner (Elstree)  
Cllr M Vince - Cowley Hill

1. **Apologies:** To receive any apologies for non-attendance. At the time of agenda despatch, apologies were received from Cllr C Butchins, (other business).
2. **Declarations of Interest:** To:
  - a) receive declarations of interest from Councillors on items on the agenda;
  - b) receive written requests for dispensations for declarable interests; and
  - c) grant any requests for dispensation as appropriate.

3. **Public Participation – Question Time:** Fifteen minutes of the Meeting will be given over to questions from Members of the Public relating to Town Council Business on this agenda.
4. **Exclusion of Public & Press – to resolve the exclusion of public & press in accordance with the press & public (Admission to Meetings) Act 1960 as the matters to be discuss are confidential as they are staffing matters.**
5. **Staffing matters.**
  - (i) Appointment of Locum Clerk.
  - (ii) To appoint a Responsible Finance Officer.
6. **Close of the meeting.**

[End of Agenda]