



# ELSTREE and BOREHAMWOOD TOWN COUNCIL

Fairway Hall, Brook Close, Borehamwood, Herts. WD6 5BT  
Tel: 020 8207 1382



All Committee Members are hereby summoned to attend a meeting of the  
**GENERAL MANAGEMENT COMMITTEE**  
which will be held on  
**Thursday 16 November 2023 at 7.00pm**  
in Fairway Hall, Brook Close, Borehamwood, WD6 5BT  
[Meeting Open to Press & Public]

## **AGENDA**

### **Agenda Open to Press and Public (Items 1-12)**

1. **Apologies:** To receive and approve apologies for absence. At the time of agenda despatch there were none.
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:** To receive questions/statements from the public in relation to items on the agenda (one 3-minute slot for up to 3 Members of the Public).

At the Chairman's discretion, this item may be considered at the end of the agenda. This period may also be used by Members with an interest in an item to make a statement concerning that issue (e.g. grant application).
4. **Minutes:** To confirm and sign the minutes of the meeting held on 12 October 2023.

- Attached

**5. Boreham Wood Football Club:** To receive presentation from D Hunter (Football Club Chairman) regarding future plans of the club.

**6. Financial Report:** To consider and receive:

(i) Income and Expenditure Report to 10 November 2023;

- **Attached**

(ii) Verbal update report from In-House Audit Sub-Committee to be deferred with a date set before the end of calendar year; and

(iii) Draft Budget 2024/25 be received in preparation for Budget and Precept setting Full Council meeting on 17 January 2024 (noting notional % Precept increases below).

- **Attached**

**NOTIONAL PRECEPT INCREASES FOR 2024/25**

|         | Base Rate | Band D | % Increase | Precept  |
|---------|-----------|--------|------------|----------|
| 2023/24 | 13839.2   | £48.00 | 20.8%      | £664,282 |

|         |   |        |     |          |
|---------|---|--------|-----|----------|
| 2024/25 | <u>Based On</u><br>2023/24 rate of<br>13839.2 | £49.44 | 3%  | £684,210 |
|         |   | £52.80 | 10% | £730,710 |
|         |   | £57.60 | 20% | £797,138 |

*Note: HBC to forward base rate middle of November 23*

**7. Policies:** To review and adopt the following Policies:

- i) Health and Safety Policy Statement
- ii) Equalities Policy
- iii) Lone Worker Policy
- iv) Fire Policy Procedure

8. **Borehamwood Market:** To receive feedback from the Committee Chair.
9. **Fairway Hall Development:**
- (i) To consider verbal update report on Fairway Hall development and application; and
  - (ii) To discuss and agree if planning application for Fairway Hall development should be cancelled, or if surveys should go ahead.
10. **Town Twinning:**
- (i) To receive update on the provision of a Twin Town Bench.
  - (ii) To receive update on Twin Town Signs around the town.
11. **Elstree Aerodrome Consultative Committee:** To receive verbal update.
12. **Exclusion of Press and Public:** The Chairman 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 staffing matters are discussed.

**Excluded Agenda (Items 13-14)**

13. **IT Services:** To receive verbal update from T.Pendreth (LGRC Locum) on Town Council IT provision and agree future arrangements.
14. **Close of Meeting:** To close meeting. It is noted that the next meeting of the General Management Committee is scheduled for Thursday 1 February 2024 at 7.00pm.

*T Malton*

Tracey Malton  
Town Clerk  
10 November 2023

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**Distribution List:**

| Name  | Organisation | post | e-mail | courier |
|---|--------------|------|--------|---------|
| Cllr G Alexander<br>Brookmeadow                     | EBTC         |      | X      |         |
| Cllr R Butler - Cowley Hill<br>(Chair)              | EBTC -       |      | X      | X       |
| Cllr R Challice - Shenley<br>Road                   | EBTC         |      | X      |         |
| Cllr A Collins - Hillside                           | EBTC         |      | X      |         |
| Cllr P Kaza - Kenilworth<br>North                   | EBTC         |      |        | X       |
| Cllr T Kumar - Hillside                             | EBTC         |      | X      |         |
| Cllr J Newmark – Cowley<br>Hill                     | EBTC         |      | X      |         |
| Cllr P Nirmalakumaran –<br>Kenilworth South         | EBTC         |      | X      | X       |
| Cllr D Ozarow – Kenilworth<br>South<br>(Vice-Chair) | EBTC         |      | X      | X       |
| Cllr S Parnell - Hillside                           | EBTC         |      | X      | X       |
| Cllr A Plancey –<br>Brookmeadow                     | EBTC         |      |        |         |
| Cllr L Smith –<br>Cowley Hill                       | EBTC         |      |        |         |
| Cllr Mrs F Turner – Elstree                         | EBTC         |      | X      |         |
| Library   | Agenda only  | X    |        |         |
| Borehamwood & Elstree<br>Times                      | Agenda only  | X    |        |         |
| Youth Council Secretary                             |              |      | x      |         |