

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

GENERAL MANAGEMENT COMMITTEE

MINUTES of a meeting held in The Meeting Room, Fairway Hall, Brook Close, Borehamwood on **Thursday 18 April 2024** at 7.00pm

Present: Cllr R Butler (Chair)
Cllr Tushar Kumar (substituting for Vice-Chair)
Cllr P Nirmalakumaran
Cllr S Parnell

In Attendance: G Martell (Deputy Clerk)
J Simon (Admin Assistant)

Members of Public: Mary Marshall (Borehamwood 2000 FC)

85. APOLOGIES FOR ABSENCE

Apologies for Absence were accepted from Cllr D Ozarow (other business) and Cllr P Kaza (other business)

86. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

87. MINUTES

It was RESOLVED that:

the Minutes of the meeting of the General Management Committee held on 1 February 2024 be approved and authorised for signing by the Committee Chair.

88. PUBLIC PARTICIPATION

Mary Marshall, Club Secretary from Borehamwood 2000 FC gave introduction in support of the Grant Application.

89. COMMUNITY GRANT APPLICATIONS

Borehamwood 2000 FC – for drainage for second pitch at Pursley field in Shenley. Requested £3000.

Borehamwood 2000 FC run 6 teams of boys and girls, 100 approx members, volunteer coaches, linesmen, refreshments etc mainly parents. Up to 18 years old. FA affiliated.

The girls play on a second pitch in the same field. Home matches are often cancelled as the pitch is waterlogged (photographs and video shown) which is disappointing for them. They had their tractor stolen and replaced by Shenley Parish Council and put in a more secure gate. The drainage problem is

exacerbated by surrounding drains being blocked – Parish Council funded unblocking the drains. To drain the girls' pitch will cost £12k and £7k funded by Herts FA so they are asking for the balance.

Cllr Butler asked about benefit to Elstree and Borehamwood, of the 100 players, about 75% are from Elstree and Borehamwood, many attend Shenley School. All coaches are from Borehamwood. Hertsmere Borough Council sponsor the team kit, presentation day and some of their ground rent. The children pay £140 pa membership and most of the volunteers are parents. .

Cllrs Butler and Parnell thought that Shenley Parish (the land owners) should not charge rent while the pitch was waterlogged but Mary said they have the use of the larger pitch and the pavilion (in very poor repair) and the second pitch was created for the girls

They have reserves of £22k but want to improve the wooden hut, but drainage is a priority.

Cllr Butler asked for:

- 1) breakdown of membership showing numbers from E&BW
- 2) what the reserves are earmarked for
- 3) what assistance they can get from Shenley Parish Council

before approving the application, which should be deferred to the next GMC. All present supported the club and thought their aims and performance were excellent but just needed reassurance that help could not be found elsewhere.

Discussions should be held with Shenley Parish Council on behalf of the club regarding the rent being charged, the terms of the lease – which puts the onus of ground and tree maintenance onto the hirer (the club). The club had engaged a solicitor when drawing up the lease as they were required to have a long lease in order to get assistance from Herts FA towards drainage but Members felt their lease was unfair.

Cllr Parnell would like to attend matches at the club and offered help with advice on fundraising.

It was RESOLVED that:

All agreed to support the club but to defer the grant application pending discussions with Shenley Parish Council.

90. FINANCIAL REPORT

It was RESOLVED that:

the Income and Expenditure Report to 11 April be received.

91. ASSET REGISTER

It was RESOLVED that:

the Asset Register be approved.

92. ADOPTION OF ICO CERTIFICATE

It was RESOLVED that:

the ICO Certificate be adopted.

93. POLICIES

It was RESOLVED that the following policies be adopted.

(i) Health and Safety Policy

94. MARKET PROJECT

The Farmers' Market will be held on Sunday 26 May 2024 (Bank Holiday weekend) and thereafter every fourth Sunday of the month, initially at Brook Road, although logistics will be continually reviewed.

The partnership with the Potters Bar market had fallen through following a meeting with the organiser, the Clerk, the Projects Manager, Cllr Butler, and Cllr Smith whereby collaborative working practices with regards to licencing issues could not be agreed.

The market will go ahead – 15 stalls have expressed an interest so far. EBTC Project Co-ordinator and Cllr Smith has taken this over and Council staff will initially run the Market, provide gazebos etc. It will be a small operation to start but will grow. Cllr Parnell said it should be high quality only, all agreed.

Invitations for stalls on the website and Social Media, contacting EBTC direct.

96. FAIRWAY HALL DEVELOPMENT PROJECT

Report from the Project Manager outlined by The Deputy Clerk The application was refused in 2022, survey done in 2023, refused again. Liaison with HBC is required regarding the underground stream. Other options include – selling the site and finding another, converting the first floor to offices to rent out, leaving the Hall, building an upper floor, hiring other high street premises etc.

M Dyson to be chased regarding surveys.

The Deputy Clerk offered to give any Member a tour of the building to see the accommodation and storage issues.

97. COUNCIL MEETING STREAMING/RECORDING PROJECT

Money from last year had not been spent to improve streaming as held in abeyance pending decision on developing the Hall. It was agreed to put forward a quote for a complete new system to the next GMC which could be taken out if the Hall was redeveloped.

98. INTERNATIONAL AFFAIRS SUB-COMMITTEE

Cllr Parnell, Vice Chair of the Sub Committee gave an update.

A Jazz Band have been invited from Shoham, arriving 4 July, departing 9 July. The band would perform at Families Day on 6 July and the Food Festival on 7 July – at the Bandstand in Meadow Park.

Cllr Ozarow, Chair of IASC, is dealing with the budget. GM pointed out that their visit was in the middle of the two week Festival and Dan Salter would be very busy so help would be required. Cllr Newmark is to be asked if HBC can help with costs and it was agreed that accommodation would be cheaper at the Travel Lodge than the Ibis – the walk would be no problems for young people and it was suitable for the footballers last year.

It was also pointed out that some funds should be reserved for other Twin Town activities.

BETTA should be involved, but will not cooperate without a vote on the Sub-Committee. Cllr Butler said he would contact BETTA.

The proposed Tennis Tournament with all three Twin Towns will not take place this year. Letters to all three, copy to BETTA, drafted by Cllr Parnell asking if they would like to take part in 2025 to be sent by the Clerk on behalf of the Mayor and Town. Elstree Lawn Tennis Club have been approached and are willing to host the games.

Twin Town Bench was delivered some time ago and is stored. It was agreed that it is not required by the War Memorial and suggestions made site in the High Street were dismissed.

Cllr Butler had wanted a Twin Town garden site in one of the parks but consensus was that the best site would be near the Bandstand in Meadow Park. Cllr Butler is to seek permission from HBC.

99. EXCLUSION OF PRESS AND PUBLIC

It was RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960 S1 (2) the press and public be excluded from the meeting whilst legal cases / staffing matters were discussed.

100. STAFFING

New structure in place. Nick made supervisor, Anne (part time), Neil and Rob all have interchangeable roles in the services team but each has a speciality. They will be asked to help with extra work, including road side cleaning and litter picking for which training will be given. A seasonal member of staff is in the budget for summer maintenance/grass cutting and could be employed for 7 months to help with the market on Sundays

In addition to road-side working, there is other training available for new and long-term Members from HAPTC.

Appraisals would be ongoing. The Clerk's appraisal would be by the Staffing Committee. It was noted that the Staffing Committee could not include the Mayor as the Mayor should be on the Appeals Committee. This would be rectified at the Annual Meeting. 1 Con and 2 Lab Members.

101. CLOSE OF MEETING

The meeting closed at 8.50pm

It was noted that the next meeting of the General Management Committee was scheduled for Thursday 13 June 2024 at 7.00pm.

Date:

CHAIRMAN.....