

BERKHAMSTED TOWN COUNCIL

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11 December 2017

SUMMONS TO ALL MEMBERS

Notice is hereby given that there will be a meeting of the **Full Council** in the Council Chamber, Civic Centre, Berkhamsted, on **Monday 18 December 2017** at 7.30pm for the purpose of transacting the business set out in the agenda below, and you are hereby summoned to attend.

Mrs J Mason
Town Clerk

MEMBERS

Councillors Mrs C Green (Town Mayor)
 S Beardshaw (Deputy Mayor)
 A Armytage
 S Bateman
 D Collins
 E Collins
 G Corry
 F Earl
 J Jones
 P Matthews
 B Newton
 Dr I M Reay
 T Ritchie
 G Stevens
 G Yearwood

MEMBERS OF THE PUBLIC ARE INVITED TO ALL MEETINGS OF THE TOWN COUNCIL

AGENDA

FC 112/17 To receive **apologies for absence**

FC 113/17 To **receive declarations of interest** regarding items on the agenda.

FC 114/17 To approve the **minutes of the last meeting** held on 11 December 2017 (to follow)

FC 115/17 **Town Mayor's Communications**

(date in brackets is date circulated to Council)

- (i) Cllr E Collins' summary of proceedings - Ashridge Estate Committee Annual General Meeting 11 October 2017.
(081217)
- (ii) Boundary Commission for England - Eastern Revise Proposals Summary
(171017)
- (iii) NALC Newsletter – 23 November 2017
(081217)
- (iv) School Admissions Consultation 2019/20
(081217)
- (v) Message from the PCC about future issuing of monthly newsletters to Town and Parish councils.
(241117)
- (vi) CDA Herts eBulletin November 2017
(241117)
- (vii) Welcome to the December edition of Public Health eNews - a newsletter from Hertfordshire Public Health Service
(061117)
- (viii) The Hospice of St Francis - January news
(081217)
- (ix) Feeling Festive in the Chilterns – Chiltern Society Information
(081217)

FC 116/17 **Public Participation**

To suspend Standing Orders to **allow any member of the public present to speak.**

STANDING COMMITTEES

The following minutes were **received and adopted**:

FC 117/17 Town Planning Committee

Held on: 9 October 2017*
 30 October 2017*
 20 November 2017*
 11 December 2017 **

FC 118/17 Transport & Environment Committee

Held on: 16 October 2017*
 13 November 2017*

FC 119/17 Finance & Policy Committee

Held on 4 December 2017*
 (see also Financial and Policy Matters below)

WORKING GROUPS

FC 120/17 CARP

Next meeting is 13 December 2017.

FC 121/17 Allotment Management Team

To receive and adopt the minutes of the meeting held on 6 November 2017 (previously circulated);

FC 122/17 Castle Site Working Group

To receive an update following the meeting held on 6 December 2017.

(Note: This group reports to T & E Committee the next meeting of which is on 29 January 2018. An update to Full Council in advance of that meeting is appropriate.)

YOUTH MATTERS

FC 123/17 Swan Youth Project

To receive an update as appropriate (Cllrs Armytage, Newton and Collins)

FINANCIAL MATTERS

FC 124/17 Internal Audit Report

- (i) To **receive and adopt** the internal auditors report following his visit on 21 November 2017 which was discussed at the F & P Committee held on 4 December 2017 (FP 82/17 refers);
- (ii) To **endorse** the resolution set out in that minute;
- (iii) To authorise the Town Clerk to respond to the internal auditor confirming the above and the actions agreed (FP82/17 (iii) refers).

FC 125/17 Staffing matters

To **endorse** the resolutions set out in minute FP 88/17 (i) and (ii) of the 4 December 2017 meeting of the F & P Committee.

FC 126/17 Land at Normandy Drive and Play Equipment

To receive a verbal update (Cllr Ritchie).

POLICY MATTERS

FC 127/17 Review of Standing Orders

To **RESOLVE** that the standing orders circulated with the agenda be adopted incorporating the minor changes indicated.

FC 128/17 Review of Financial Regulations

To **RESOLVE** that the Financial Regulations (forming appendix 4 of Standing Orders) be re-adopted pending any changes that may be notified in 2018.

FC 129/17 General Data Protection Regulations 2018

- (i) Following discussions at F & P on 4 December, **to receive** a paper prepared by the Town Clerk setting out recommendations regarding the actions needed as a result of the above (to follow);
- (ii) To **RESOLVE** that the proposals set out in the above paper be actioned.

JEM 111217