

## **BERKHAMSTED TOWN COUNCIL**

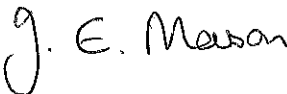
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18 April 2017

### **SUMMONS TO ALL MEMBERS OF THE COUNCIL**

Notice is hereby given that a meeting of **Berkhamsted Town Council** will be held in the Council Chamber, Civic Centre, Berkhamsted on **Monday 24 April 2017 at 7.30 pm** 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 T Ritchie – Town Mayor  
Mrs C Green – Deputy Mayor  
A Armytage  
S Bateman  
S Beardshaw  
D Collins  
E Collins  
G Corry  
F Earl  
P B Matthews  
B Newton  
Dr I M Reay  
G Stevens  
G Yearwood

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

## AGENDA

### **FC 16/17 Apologies for absence**

To receive apologies for absence.

### **FC 17/17 Resignation of Cllr J Ashbourn**

Cllr Ashbourn stood down as Councillor for Berkhamsted West Ward on 7 March 2017.

### **FC 18/17 Declarations of Interest**

To **receive declarations of interest** regarding items on the agenda.

### **FC 19/17 Minutes of Last Meeting**

To receive and approve the **minutes of the Meeting of the Full Council** held on 23 January 2017.

### **FC 20/17 Town Mayor's Communications**

(Date in brackets indicates when circulated to councillors)

- i. 31 March 2017 Rennie Grove Hospice March eNews;
- ii. 31 March 2017 NALC Chief Executive's bulletin (120417);
- iii. 1 April 2017 e-mail from Joan Fisher of the Upstairs Gallery thanking the Town Council for its recent grant donation;
- iv. 2 April 2017 e-mail from Jenny Sherwood thanking the Town Mayor and Councillors for her Civic Award presented at the Town Meeting on 30 March 2017;
- v. Poster from Berkhamsted Citizens advertising a local food event on 12 April 2017 at 7.45 pm in the Civic Centre (120417);
- vi. 3 April 2017 HAPTC Bulletin (040417);
- vii. April 2017 Chiltern Society eNews April 2017 (120417);
- viii. 7 April 2017 NALC publication DIS 905 (070417);
- ix. 7 April 2017 HAPTC e-mail inviting nominations, to be received by 2 June 2017, to its Executive Committee;
- x. 9 April 2017 BDCC events April and May 2017 (100417);
- xi. 11 April 2017 NALC Newsletter;
- xii. 12 April 2017 HAPTC Bulletin (120417);
- xiii. 12 April 2017 HCC Public Health eNews (120417);

### **FC 21/17 Public Participation**

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

### **STANDING COMMITTEES**

To **receive and adopt** the minutes of the:

### **FC 22/17 Town Planning Committee**

Held on: 24 January 2017\*  
13 February 2017\*  
6 March 2017\*  
27 March 2017\*  
18 April 2017\*\*

**FC 23/17 Finance & Policy Committee**

Held on 10 April 2017\*

**FC 24/17 Transport and Environment Committee**

Held on 30 January 2017\*  
13 March 2017\*

**WORKING GROUPS**

**FC 25/17 Allotment Management Team**

To receive and adopt the minutes of the meeting

Held on 20 February 2017\*

**FC 26/17 Canal and Riverside Partnership**

To receive and adopt the notes of the meeting held on

Held on 8 March 2017\*

\*Previously circulated

\*\*To follow

**FINANCIAL MATTERS**

**FC 27/17 Year End and Audit Arrangements**

To note that

- i. The notice of the review of accounts for the year ending 31 March 2017 was received on 27 March 2017 from the external auditors, BDO LLP. This must be completed and returned by 3 July 2017;
- ii. Staff from DCK Beavers will be visiting the Town Council offices on 23 May 2017 to undertake the year end closedown and financial statements preparation.
- iii. The internal auditor will be visiting on 1 June 2017.

**FC 28/17 CIL Payments**

To note CIL payments due by the end of April 2017 (details to follow once received from DBC).

**FC 29/17 FINANCIAL REGULATIONS**

To adopt the revised Financial regulations approved at the F & P Committee held on 10 April 2017. (The amendments to the wording in section 5 have been incorporated.)

**FC 30/17** To RESOLVE that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

**FC 31/17 Land ownership – Land Adjacent to Normandy Drive and Dellfield Allotments**

- i. To receive an update, if available, on recent searches;
- ii. To agree the next actions to be taken.

**FC 32/17 Christmas Lights**

- i. To receive a report and proposals from the Town Clerk following discussion with contractors (to follow);
- ii. To authorise the Town Clerk to proceed with the course of action proposed and associated expenditure.

**FC 33/17 Lagley Meadow Astro Turf Area**

- i. To receive a report and proposals from the Town Clerk following discussions with contractors;
- ii. To authorise the Town Clerk to proceed with the course of action proposed and associated expenditure.

JEM 120417