



BERKHAMSTED TOWN COUNCIL



Tel: 01442 800146

Email: townclerk@berkhamstedtowncouncil.gov.uk

Website: www.berkhamstedtowncouncil.gov.uk

2nd Floor, Civic Centre
161 High Street, Berkhamsted
Herts HP4 3HD

10th January 2023

SUMMONS TO ALL MEMBERS OF THE COUNCIL

Notice is hereby given that there will be a meeting of **Berkhamsted Town Council** in the **Council Chamber, Civic Centre**, Berkhamsted on **Monday 16th January 2023** at **7.30 pm**.

The purpose of the meeting is to transact the business set out in the agenda below and you are hereby summoned to attend.

Sue Severn
Town Clerk

MEMBERS:

Councillors:	W. Conian (Town Mayor)	R. Freedman
	N. Taylor (Deputy Town Mayor)	M. Hardinge
	A. Armytage	J. Jones
	S. Cloughton	A. Peeler
	G. Corry	G. Stevens
	P. de Hoest	P. White
	P. Fisher	
	A. Foster	

Members of the public are invited to attend all meetings of the Town Council

If you wish to send in written comments on an agenda item by email. Please address these to the Town Clerk at: townclerk@berkhamstedtowncouncil.gov.uk by **midday on Monday 16th January 2023**. Any comments received by email will be passed to the Council ahead of the meeting and discussed during the meeting.



Berkhamsted Town Council

AGENDA Full Council Meeting

Monday 16th January 2023 at 7.30 pm
Council Chamber, Civic Centre, Berkhamsted

FC 01/23 **To receive and approve Apologies for Absencea**

FC 02/23 **Declarations of Interest**

- i. To **receive** declarations of interest from councillors on items on the agenda;
- ii. To **receive** written requests for dispensations for declarable interests; and
- iii. To **grant** any requests for dispensation as appropriate.

FC 03/23 **To receive and approve Minutes** of the Full Council Meeting held on 14th November 2022 (previously circulated).

FC 04/23 **Open Forum**

Members of the public are invited to speak to the Council to raise issues or concerns, ask questions or make comments. (This session will last for a maximum of 20 minutes. Members of the public may indicate that they wish to speak during debate by raising their hand. The Chair may recognise them, but it is requested that comments are brief, relevant, and not repetitive).

Updates from Hertfordshire County and Dacorum Borough Councils.

FC05/23 **Police & Neighbourhood Policing report**

To receive Police report, if any.

FC06/23 **Planning & Neighbourhood Planning**

- To consider any planning applications received for consultation since last planning committee meeting.
- To report on Neighbourhood Plan funding application (Clerk).

FC07/23 **Finance and Council Administration**

To receive reports and matters for resolution:

Finance

- To agree the Council's budget for the year 2023/24.
- To agree the Precept demand for Berkhamsted Town Council for the financial year 2023/24.
- To note the monthly financial reports including receipts and payments schedule to November 2022.
- To receive the Interim Audit Report.



Administration

- To agree update to Standing Orders as follows: *Addition of following wording Standing Orders on page 31, section 8. Quorum and apologies for absence:*
Apologies for absence, which must include reason for absence (not to be published) shall be accepted by council by vote at every meeting. Councillors should respond to the Summons to attend meetings with apologies and reasons for absence in advance of the meeting date.
- Alan Dickman Foundation: To confirm plan to publicise Bursary for students from Berkhamsted undertaking a Pharmacy degree. (Clerk).

FC08/23

Community and Events

- To receive report on Coronation event plans. (Cllrs Foster & Stevens).
- To consider provision of community events throughout the year, managed by town council office for the benefit of residents. (Plans for each event to be finalised, costed and returned to Council for final approval):
Dementia Friendly Town, to be taken forward in partnership with other local organisations and specialists.
Summer Front Garden Competition, judged in each Ward by the Ward Councillors during June: Brief to be prepared offering guidance on planting for bio-diversity.
Free summer activities for children and young people in Berkhamsted.
- To agree appointment of recommended marketing consultant for recreation questionnaire.
- Citizens Awards: To approve recommendations made for Citizens Awards for 2023.

FC09/23

Committees and Working Groups

- To receive any updates and items for consideration.
- Allotments: The amended Tenancy Agreement will be given to new tenants and the old tenants will be advised, on their invoice that payment is due within 14 days.

FC10/23

Communication

- Berkhamsted News: Next edition will be published after the May election and will include the annual report of the Council, an introduction to Councillors with their contact details and event plans and reports.

FC11/23

Meetings & Matters of report

- To report on any meetings attended and matter of report for Councillors' attention.

FC12/23

Date of next meeting

Monday 13th February 2023

EXCLUSION OF PRESS & PUBLIC

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 business to be transacted or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.



FC13/23 Staff Incremental Progression

To **resolve** that, in accordance with their terms and conditions of employment, the Finance Officer should progress to salary point 28 on pay scale LC2 (24-28) with effect from 1st March 2023.