

BERKHAMSTED TOWN COUNCIL

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21 June 2016

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 27 June 2016** at **7.00 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
J Ashbourn
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

FC 65/16 Apologies for absence

To receive apologies for absence.

FC 66/16 Declarations of Interest

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

FC 67/16 Minutes of Last Meeting

To receive and approve the **minutes of the Annual Meeting of the Council** held on 23 May 2016.

FC 68/16 Town Mayor's Communications

- (i) NALC Newsletter dated 13 June 2016 (circulated by e-mail and available on line).
- (ii) NALC bulletin on national developments and meetings (attached).

FC 69/16 Public Participation

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

AUDIT and ACCOUNTS

FC 70/16 Internal Audit Inspection 2015/16:

- (i) To note that the inspection took place on Monday 13 June 2016 and that part 4 of the Annual Return form "Annual Internal Audit Report" was completed and signed by the Internal Auditor. This confirmed that internal control objectives had been achieved during the year. The full audit report is expected during the week commencing 20 June 2016.
- (ii) To receive and adopt the internal audit report dated 21 June 2016 and associated recommendations (attached).

FC 71/16 Annual Accounts for the Year Ended 31 March 2016:

- (i) To approve the Annual Governance Statement for 2015/16, for signature by the Town Mayor and Clerk (papers attached);
- (ii) To approve the Accounting statements for 2015/16 for signature by the Town Mayor and the Clerk as Responsible Financial Officer (papers attached).
- (iii) To approve the Income and Expenditure Account for 2015/16, for signature by the Town Mayor and the Clerk as Responsible Financial Officer (papers attached).
- (iv) To approve the reserves as at 31 March 2016 for signature by the Town Mayor and the Clerk as Responsible Financial Officer (papers attached).

- (v) To approve the Balance Sheet as at 31 March 2016 for signature by the Town Mayor and the Clerk as Responsible Financial Officer (papers attached).

STANDING COMMITTEES

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

FC 72/16 Town Planning Committee

Held on: 6 June 2016*

FC 73/16 Transport & Environment Committee

Held on: 13 June 2016*

FC 74/16 Finance & Policy Committee

Held on 20 June 2016**

*Previously circulated

**To follow

WORKING GROUPS

FC 75/16 Parking Forum

To **note** that the Forum met on 21 June 2016 and to receive and adopt the notes (if available).

FC 76/16 s106 Group/CiL

{This subject is a standing item at each T & E committee meeting. It was agreed on 23 May 2016 that the issue of whether separate meetings were required outside the main should be discussed. (FC 44/16 x and FC50/16 refer).}

To RESOLVE

That the draft terms of reference be approved for use should the Transport and Environment Committee decide to arrange meetings of the group as and when the need arises. (Papers attached.)

GOVERNANCE

FC 77/16 Standing Orders and Financial Regulations (FC 50/16 and 51/16 refer)

To **note** that a meeting has been scheduled for 22 June to discuss the revised standing orders.

FC 78/16 Insurance Renewal (FC 62/16 refers)

To **note** that following the 23 May meeting, the Town Council's insurances have been placed with Ecclesiastical and ERS (the latter for motor insurance). Total premiums £2,681.61.

PARKING

FC 79/16 Proposed off-street Traffic Order Consultation

To **RESOLVE** a response to Steven Barnes' 12 May 2016 letter and proposed Order. The aim is to mitigate the reduction in available parking spaces during the closure of Lower Kings Road car park during construction of the proposed multi-storey car park. Closing date for responses is 7 July 2016. (Papers attached.)

EXCLUSION OF PRESS & PUBLIC

FC 80/16 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.

FC 81/16 Shootersway/Kingshill Way/Kings Road Junction

Cllr Reay to **report** on progress with possible HCC proposals to improve this junction.

JEM 21/06/2016