

## **BERKHAMSTED TOWN COUNCIL**

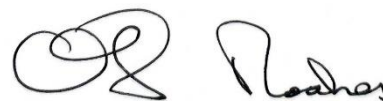
01442 800146  
enquiries@berkhamstedtowncouncil.gov.uk  
www.berkhamstedtowncouncil.gov.uk

Civic Centre  
161 High Street  
Berkhamsted  
Herts  
HP4 3HD

22 March 2022

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

Notice is hereby given that a meeting of **Berkhamsted Town Council** will be held in the Main Hall, Civic Centre, Berkhamsted on **Monday 28 March 2022** at **7.30 pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.



Mr Tony Noakes  
Town Clerk

#### **MEMBERS:**

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

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

## **OPENING MATTERS AND GOVERNANCE**

**FC 33/22** To receive **Apologies for Absence**

**FC 34/22** To receive **declarations of interest** regarding items on the agenda

- (i) To receive declarations of interest from Councillors on items on the agenda.
- (ii) To receive written requests for dispensations for declarable interests.
- (iii) To grant any requests for dispensation as appropriate.

**FC 35/22** **Minutes of the last meeting**

- (i) To receive and approve the minutes of the Extraordinary Berkhamsted Town Council meeting held on 28 February 2022.

**FC 36/22** **Town Mayor's Communications**

- (i) Government consultation on the Glover Landscapes Review – an opportunity to stop 'off-roading' in the Areas of Outstanding Natural Beauty (AONBs).

**FC 37/22** **Public Participation**

To **suspend standing orders** to allow any members of the public present to speak.

## **STANDING COMMITTEES**

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

**FC 38/22** **Transport and Environment Committee**

Held on: 14 February 2022

**FC 39/22** **Town Planning Committee**

Held on: 20 December 2021  
17 January 2022  
7 & 28 February 2022

**FC 40/22** **Finance & Policy Committee**

Held on: 4 January 2022  
14 March 2022

**FC 41/22** **Councillor Nomination to Berkhamsted Castle Trust**

- (i) To **nominate** a Town Councillor to Berkhamsted Castle Trust.

**FC 42/22 Berkhamsted Place Strategy Working Group (WG)**

- (i) To **nominate** Town Councillors to the Berkhamsted Place Strategy WG.

**FINANCE & GOVERNANCE**

**FC 43/22 Grant Applications**

- (i) Grant application from Northchurch United Charities for £600 – **for review and decision.**
- (ii) Grant application from Transition Town Berkhamsted for £1000 – **for review and decision.**
- (iii) Open Door quarterly update report for **noting.**

**FC 44/22 Rural Community Energy Fund (RCEF) Grant Award**

- (i) RCEF Grant award update and governance process **for approval.**

**FC 45/22 Berkhamsted Museum**

- (i) An update on discussions with Dacorum Heritage Trust.

**POLICY MATTERS**

**FC 46/22 Berkhamsted Town Council - Ambitions & Vision**

- (i) To **receive and adopt** the Berkhamsted Town Council Ambitions and Vision paper.

**FC 47/22 Hybrid Meeting Model Motion**

- (i) To **consider** the motion - This Council **supports** the petition launched by ADSO and LLG on 5 January 2022 with regard to remote and hybrid meetings.

**FC 48/22** 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 49/22 Risk Register and Assessment March 2022**

- (ii) To **note** that the Town Council's Risk Register and Assessment has been prepared by the Deputy Town Clerk in accordance with guidance set out in section 5 of the Joint Panel on Accountability and Governance's (JPAG) document entitled "Governance and

Accountability for Smaller Authorities in England – A Practitioners’ Guide to Proper Practice”.

- (iii) To **review, approve** and **adopt** the updated Risk Register and Assessment which has been sent under separate cover to Councillors.

**FC 50/22 Staff Salary Grades and Increments**

- (i) To **RESOLVE** that the Finance Officer, should progress one point on the scale range LC2 (24-28), with effect from the 1 March 2022.
- (ii) To **RESOLVE** that the Town Clerk should progress one point on pay scale LC3 (33-36) below substantive range with effect from 1 April 2021.

**FC 51/22 National Joint Council Local Government Services Pay Agreement 2021-22**

- (i) To **note** details of the nationally agreed Local Government Services Pay Agreement for 2021-22.
- (ii) To **authorise** the Town Clerk to write to each staff member advising them of the above and to make the necessary arrangements with payroll at David Lindon’s.

TN – 22 March 2022