



Tel: 01442 800146
Email: townclerk@berkhamstedtowncouncil.gov.uk
Website: www.berkhamstedtowncouncil.gov.uk

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

28th March 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 3rd April 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 3rd April 2023**. Any comments received by email will be passed to the Council ahead of the meeting and discussed during the meeting.



AGENDA
Full Council Meeting
Monday 3rd April 2023 at 7.30 pm
Council Chamber, Civic Centre, Berkhamsted

FC 37/23 **To receive and approve Apologies for Absence**

FC 38/23 **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 39/23 **To receive and approve Minutes** of the Full Council Meeting held on 6th March 2023 (previously circulated).

FC 40/23 **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.

FC 41/23 **Police & Neighbourhood Policing report**

To receive Police report, if any.

FC 42/23 **Planning & Neighbourhood Planning**

To confirm date of first neighbourhood plan working group.

FC 43/23 **Finance and Council Administration**

To receive reports and matters for resolution:

Finance

- To review and agree the council's accounts to 28th February 2023.
- To consider application for grant funding from Northchurch United Charities for £600 to fund disbursements to individuals in financial need and to organisations providing advice and friendship to the elderly or vulnerable families with young children.

Administration

- To confirm the permanent appointment of Mrs Sue Severn as Town Clerk & Responsible Financial Officer following completion of six months' probationary period.
- To RESOLVE that, in accordance with their terms and conditions of employment, should progress on the NJC National pay scale range as agreed .



- To agree revised Committee and Working Group structure as circulated.
- To agree that BTC joins Rural Market Town Group at an annual cost of £121.82 plus VAT following completion of six months' free trial membership.

Annual Town Meeting

- Any update.

FC 44/23 Community and Events

- To receive update on *Coronation event* plans. (Cllr Foster).
- *Dementia Friendly Town*: Update
- *Free summer activities for children and young people*: Any update.

Committees and Working Groups

To receive any updates and items for consideration.

Communication

FC 45/23 Website & IT Security

- To confirm Gallagher Cyber Secure in place and update on Cyber Secure certification.

FC 46/23 Meetings & Matters of report

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

FC 47/23 Date of next meeting

Monday 15th May (Annual Town Council meeting)