

## **BERKHAMSTED TOWN COUNCIL**

Minutes of a Meeting of the

## **BERKHAMSTED TOWN COUNCIL**

Held in the Council Chamber, Civic Centre, Berkhamsted on

**Monday 24 April 2017 at 7.30 pm**

### **PRESENT:**

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

### **OTHERS PRESENT:**

Mrs J Mason, Town Clerk

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

Apologies were received from Cllr S Bateman.

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

Referring to the resignation of Cllr Ashbourn as Councillor for Berkhamsted West Ward on 7 March 2017, the Town Mayor paid tribute to the exceptional work that Cllr Ashbourn had undertaken as a Town Councillor, in particular during his period as Chairman of the Town Planning Committee. It was agreed that a letter should be sent to Mr Ashbourn expressing the Council's thanks and best wishes.

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

None.

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

The **minutes of the meeting of the Full Council** held on 23 January 2017 were received. They were approved as a correct record and were duly signed as such by the Town Mayor.

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

- i. 31 March 2017 Rennie Grove Hospice March eNews;
- ii. 31 March 2017 NALC Chief Executive's bulletin;
- 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;
- vi. 3 April 2017 HAPTC Bulletin;
- vii. April 2017 Chiltern Society eNews April 2017;
- viii. 7 April 2017 NALC publication DIS 905;
- 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;
- xi. 11 April 2017 NALC Newsletter;
- xii. 12 April 2017 HAPTC Bulletin;
- xiii. 12 April 2017 HCC Public Health eNews;

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

To suspend Standing Orders to **allow any member of the public present to speak**: Not applicable.

### **STANDING COMMITTEES**

The following minutes were **received and adopted**:

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

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

Cllr Armytage highlighted key aspects arising from the above meetings. For example, it was noted that two proposals concerning Hall Park and The Old Boathouse had each been considered and objected to on a number of occasions since the 24 January meeting. It was disappointing to note that subsequent amendments by the respective applicants had not adequately addressed objections raised by residents and the Committee. During the period an application at Heron Place, Bank Mill, for nineteen two bedroomed apartments had been withdraw. It was also noted that a group of councillors

would be meeting shortly to consider the Town Council's possible response to the consultation currently underway by Dacorum Borough Council on the strategic environmental assessment sustainability appraisal draft scoping document for the new Local Plan.

In response to an enquiry from Cllr Yearwood, the Town Mayor and Cllr D Collins understood that an oral hearing regarding the Multi Storey Car Park application would take place later in the week. The aim would be to assess whether there were sufficient grounds to progress to a judicial review hearing.

In conclusion the Town Mayor thanked Cllr Armytage and fellow Committee members for dealing so competently with their challenging workload and for the consistently high standard of comment made.

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

Held on 10 April 2017

Cllr Green had chaired this meeting in Cllr D Collins' absence. She drew Councillors' attention to the £300 grant that had been agreed for the Berkhamsted and Tring Branch of the Royal British Legion towards the cost of arranging Remembrance Sunday on 12 November 2017. She also welcomed the decision that in the new council year a review of mayoral and councillor allowances and expenses would be undertaken. It was also noted that the Swan Project Trustees were seeking to find a replacement project manager.

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

Held on 30 January 2017  
13 March 2017

Cllr Stevens enquired in relation to minute TE 25/17 if there was any update available on the proposed improvements to the Kings Road / Shootersway junction. The Town Mayor commented that both he and Cllr Reay had kept the pressure on HCC to ensure the programming of this project. The survey work associated with identifying statutory undertakings in the area had been very thorough and time-consuming. However, tenders had now been issued and the work would be undertaken during the school holidays with a view to completion before the start of the autumn term.

Cllr Matthews drew attention to an article on the front page of The Gazette (19 April edition). This was critical of the Town Council because a home had yet to be found for the bust of William I. He reminded Councillors that many enquiries had been made, for example, Cllr Yearwood had discussed the possibility of siting it within the new Beechcroft development.

## **WORKING GROUPS**

The following minutes/notes were received and adopted.

### **FC 25/17 Allotment Management Team**

Held on 20 February 2017

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

Held on 8 March 2017

It was noted that attendance at recent meetings had been low and it was agreed that the Canal and Riverside Trust representatives in particular should be contacted and reminded that their attendance was crucial to CARP's efficacy. It was further noted that a member of CARP had been in touch with the probation service in St Albans to see if the repainting of the railings opposite the station might be a suitable community service project.

## **FINANCIAL MATTERS**

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

It was noted 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**

It was noted that CIL payments collected and due by the end of April 2017 totalled £19,650 and would be forwarded from Dacorum Borough Council during the next week. The Town Clerk undertook to circulate a schedule of the developments that had contributed to this payment.

### **FC 29/17 FINANCIAL REGULATIONS**

The revised Financial Regulations approved at the F & P Committee held on 10 April 2017 were adopted.

### **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.**

Not applicable as no members of the public were present.

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

- i. The Town Clerk referred to a letter dated 14 March 2017 from James Deane, Corporate Director Finance and Operations at Dacorum Borough Council. This had been previously circulated to Councillors and set a time limit of six months for registration of the land in question. She had also requested a search by the County Archivist who would be reporting back very soon. Cllr Earl undertook to make available the findings of research that she had carried out some years ago.
- ii. It was agreed that the matter would be discussed further at the Town Council Annual Meeting to be held on 22 May 2017. It would be agreed at that meeting what conditions might be requested of Dacorum Borough Council.

**FC 32/17 Christmas Lights**

- i. The Town Clerk's report and proposals following recent discussions with contractors was received and each option was discussed.
- ii. Cllr Green proposed and Cllr D Collins seconded that option 1 should be selected. Following a vote nine councillors voted in favour of this option and four abstained. It was therefore **RESOLVED** that the Town Clerk be authorised to proceed with the course of action proposed in paragraphs 4 i and 5 of the paper. This is to hire column mounted decorations for a three year period, undertake column remedial work and include the suggestion common to all options that a tree topper be purchased or hired.

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

- i. The Town Clerk's report and proposals following discussions with contractors was received and discussed.
- ii. In view of the continuing problems with vandalism it was **RESOLVED** that the work envisaged when the budget was set represented the best option for the time being. Namely, the removal of all the damaged fences and goal ends, making good the ground and securing the astro turf. The Town Clerk was authorised to proceed with the course of action proposed and associated expenditure as set out in the paper above. It was hoped that the work would be completed before the start of the summer holidays following which the Council would continue to monitor the site and consider any further proposals as necessary.

**FC 34/17 Close of Meeting**

The meeting closed at 8.46 pm.

**Signed**..... **Date**.....