

## BERKHAMSTED TOWN COUNCIL

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Civic Centre  
161 High Street  
Berkhamsted  
Herts HP4 3HD

30 May 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**, Ground Floor, Civic Centre, Berkhamsted on **Monday 06 June 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 W Conian – Town Mayor  
N Taylor – Deputy Town Mayor  
A Armytage  
S Claughton  
G Corry  
P de Hoest  
A Foster  
P Fisher  
R Freedman  
M Hardinge  
J Jones  
A Peeler  
T Porter  
G Stevens  
P White

Anyone wishing to attend this meeting should contact the Town Clerk to register attendance. Email [townclerk@berkhamstedtowncouncil.gov.uk](mailto:townclerk@berkhamstedtowncouncil.gov.uk) and confirm your name, your address in Berkhamsted and details of any items on the agenda you wish to speak about. The cut off point for requests to join the meeting is **midday on Monday 6<sup>th</sup> June 2022**.

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

# BERKHAMSTED TOWN COUNCIL

## AGENDA

### FULL COUNCIL MEETING

6<sup>th</sup> June 2022 at 7.30 pm

#### OPENING MATTERS AND GOVERNANCE

**FC 78/22** To receive **Apologies for Absence**

**FC 79/22** 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 80/22** **Minutes of the last meeting**

- (i) To receive and approve the minutes of the Annual Berkhamsted Town Council meeting held on 16 May 2022.

**FC 81/22** **Public Participation**

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

**FC 82/22** **Berkhamsted Society of Authors & Berkhamsted Audio Engineering and Composition Society**

- (i) Mr Julian Ashbourn will introduce the items – **for discussion and noting.**

**FC 83/22** **Grant Application**

- (i) A grant application from 1st Berkhamsted Scout Group – **for review and decision.**

**FC 84/22** **Internal audit report**

To **receive** and **adopt** the Internal Audit Report 2021-22 arising from the auditor's visit made on 19 May 2022.

The conclusion is that the Council has maintained more than adequate and effective internal control arrangements during the financial year 2021-22.

## **FC 85/22 Annual Accounts for the Year Ended 31 March 2022**

The following are for **RESOLUTION**:

- (i) to **consider** and **approve** the Annual Governance and Accountability Return (AGAR), Section 1, Annual Governance Statement, for signature by the Town Mayor and Town Clerk. (In undertaking such consideration Council must also refer to the Statement of Internal Control which was reviewed and adopted at Full Council on 16<sup>th</sup> May 2022.)
- (ii) to approve that the Town Clerk, as RFO, certifies the AGAR Section 2, Accounting statements for 2021/22, by signing and dating it.
- (iii) to **consider** and **approve** the AGAR section 2, Accounting Statements for 2021/22 for signature and dating by the Town Mayor.
- (iv) To **agree** that the period for the period during which electors and interested persons may exercise rights relating to the annual accounts shall be Monday 13 June – Friday 22 July 2022. The relevant notice advising of such rights will therefore be displayed on the website and Town Council notice boards from Thursday 9 June 2022.
- (iv) To **receive** and **approve** the unaudited Financial Statements for the year ended 31 March 2022 and for the Town Mayor and the Town Clerk, as Responsible Financial Officer, to sign and date the Balance Sheet.

## **FINANCE AND GOVERNANCE MATTERS**

### **FC 86/22 Support Services Membership**

- (i) To **approve** that Cllr W. Conian, as Town Mayor, be added to the membership of Support Services, as per the Terms of Reference for the group.

**FC 87/22** 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 88/22 Treasury Policy**

- (i) To **receive** and **approve** for adoption a new Treasury Policy and the proposed actions therein.

### **FC 89/22 Rural Community Energy Fund (RCEF) Grant Award**

- (i) To receive an update from the Town Clerk on status of the RCEF Grant Agreement, Contractor engagement and schedule for commencement of works.

**FC 90/22 Berkhamsted Christmas Lights Procurement for 2022-2024**

- (i) To review the Berkhamsted Christmas Lights tender process scoring matrix & the preferred supplier status – **for approval.**

TN 30/05/2022