

## **BERKHAMSTED TOWN COUNCIL**

### **Minutes of a Meeting of**

## **BERKHAMSTED TOWN COUNCIL**

**Held via 'Zoom' video conferencing on**

**Monday 11 January 2021 at 7.30 pm**

### **PRESENT:**

Councillors G Stevens – Town Mayor  
A Armytage  
S Cloughton  
W Conian  
P de Hoest  
P Fisher  
R Freedman  
M Hardinge  
J Jones  
A Peeler  
T Porter  
N Taylor  
P White  
N Woolner

### **OTHERS PRESENT:**

Officers:

Mrs D Beecroft, Finance Officer  
Mr T Noakes, Town Clerk

### **OPENING MATTERS AND GOVERNANCE**

**FC 01/21** To receive **Apologies for Absence**

**Apologies** were received from Cllr G Corry.

**FC 02/21** To **receive declarations of interest** regarding items on the agenda

There were no declarations of interest.

**FC 03/21** **Minutes of the last meeting**

The minutes of the Berkhamsted Town Council held on 23 November 2020 were **approved**.

## **FC 04/21 Public Participation**

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

- (i) Jane Collis & Emma Norrington representing B-Hive, gave a presentation on the 'Civic Central' project, a local community partnership to redevelop the Civic Centre for the benefit of the residents of Berkhamsted. Berkhamsted Town Councillors agreed to write a letter to DBC in support of the project and to request an early meeting with DBC to discuss the 'Civic Central' vision. **Action – Town Clerk**
- (ii) Peter Matthews introduced the "Celebration of 800 Years anniversary of St Peter's church in 2022" to Full Council. It was agreed that the events taking place in 2022 to commemorate the anniversary, would attempt to embrace the whole town. It was agreed that the next Full Council would nominate a Town Councillor to attend St Peters 800<sup>th</sup> anniversary committee. **Action – Town Clerk**
- (iii) Mr Tom Ritchie gave a statement in support of the 'Bulbourne Cross' development. Although it was not in the current 2020-2038 local plan proposals, he requested Berkhamsted Town Councillors support its inclusion as part of the Local Plan consultations. Mr Ritchie stated that the Town Council must make sure that the development is not additional to the total of new build in the local plan, it must be substitutinal.

## **FC 05/21 Town Mayor's Communications**

- (i) Verbal update on the 2020-38 Local Plan Working Group progress to date.

## **FC 06/21 Cllr G Corry – Attendance at Meetings – Local Government Act 1972**

- (i) Full Council unanimously approved that the six-month requirement be waived in respect of Cllr Corry for a further six months, to be reviewed in July 2021. **Action – Town Clerk**

### **STANDING COMMITTEES**

The minutes of the:

## **FC 07/21 Transport and Environment Committee**

Held on: 30 November 2020  
Were **adopted**.

## **FC 08/21 Town Planning Committee**

Held on: 7 December 2020  
21 December 2020  
Were **adopted**.

## **FC 09/21 Finance & Policy Committee**

Held on: 14 December 2020

4 January 2021

Were **adopted**.

## **OTHER WORKING GROUPS & COMMITTEES**

### **FC 10/21 Swan Youth Project & Youth Town Council**

Cllr Nicky Woolner gave an update on the Swan Youth Project (SYP) & Youth Town Council:

- (i) The recruitment of a new SYP centre manager had been successful and a start date was currently being agreed.
- (ii) Discussions had begun to reform the Youth Town Council. The current Covid-19 crisis had resulted in a significant impact on young people's education and this had caused delays in getting the group together.

## **FINANCE & GOVERNANCE**

### **FC 11/21 Interim Audit Report 2020-21**

- (i) The report arising from the audit visit made by Mrs S King of Auditing Solutions on 3 December 2020 was **reviewed and ratified**.

### **FC 12/21 Budget for 2021/22 and Precept 2021/22**

- (i) The Budget for 2021/22 was **approved**.
- (ii) It was **Resolved** that the precept demand made of Dacorum Borough Council for the year 2021-22 be set at £294,069, the same level received during 2020-21.
- (iii) The Town Council Precept for 2021/22 was set and approved. The Precept form will be signed by the Chairman and two Councillor.

**Action – Town Clerk**

## **POLICY MATTERS**

### **FC 13/21 Open Door Grant Application**

A grant application for £4,200 from Open Door to support the health and wellbeing of the elderly of Berkhamsted was approved.

**Action – Town Clerk**

### **FC 14/21 High Street Changes to Parking**

Peter Elsworth, Chair of BDCC attended the meeting and agreed with the changes to increase footfall for local businesses. Paul Crosland attended the meeting on behalf of the Berkhamsted Citizens Association and had previously

raised their objections to the changes in writing: said he was reassured by the continued support from BDCC and its members for the scheme. Full Council approved Cllr W Conian and the Town Clerk to take the proposed changes to the High Street parking to the next stage. This was on the basis of a maximum funding of £70K from Town Council funds. This would be subject to a successful grant application of £25K via DBC. Full Council were informed that HCC and DBC were meeting on 14 January 2021 to agree changes.

**Action – Cllr W Conian & Town Clerk**

**FC 15/21 IT Infrastructure Improvements & Lease at Civic Centre**

An update was given on the dependency of security of tenure at the Civic Centre and the upgrade of Town Council IT. It was agreed that Councillor requirement for remote access to emails and files would be fast tracked. (post meeting a survey of Councillors IT requirements is being completed).

**Action – Cllr N Taylor and Town Clerk**

**FC 16/21 Bus Working Group**

The Bus Working Group will be reinstated to prepare the requirements and terms for an external consultancy/study for a Community Bus Service for the residents of Berkhamsted. The Working Group would continue to report to T&E Committee.

**Action – Town Clerk**

**FC 17/20 Close of Meeting**

The meeting closed at 21.56 hrs.

**Signed**.....

**Date**.....

**Full Council Minutes Actions – 11 January 2021**

Reference	Action	Complete	Outstanding / Responsibility
04/21	Berkhamsted Town Councillors agreed to write a letter to DBC in support of the project and to request an early meeting with DBC to discuss the 'Civic Central' vision		Town Clerk
04/21	Full Council will nominate a Town Councillor to attend St Peters 800 <sup>th</sup> anniversary committee.		Town Clerk

06/21	The six-month requirement be waived in respect of Cllr Corry for a further six months, to be reviewed in July 2021.	✓	Town Clerk
12/21	The Town Council Precept for 2021/22 was set and approved.	✓	Town Clerk
13/21	Open Door Grant for £4,200 was approved.	✓	Town Clerk
14/21	High Street Parking Changes	✓	Cllr W Conian & Town Clerk
15/21	Fast track Cllr IT requirements		Cllr N Taylor & Town Clerk
16/21	Reinstate Bus WG		Town Clerk