



HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY

HARPENDEN TOWN COUNCIL MINUTES OF THE MEETING OF THE COUNCIL

HELD AT PARK HALL, LEYTON ROAD, HARPENDEN AL5 2LX
ON MONDAY, 28 JUNE 2021 AT 7.30PM

Present: Councillor Paul Cousin (Chair), Councillor Roger Butterworth, Councillor Matt Cowley, Councillor Paul de Kort, Councillor John Drake, Councillor Brian Ellis, Councillor Rosemary Farmer, Councillor David Heritage, Councillor Harry Hill, Councillor Mrs Nicola Linacre, Councillor Mary Maynard and Councillor Nigel Turnbull

In Attendance: Carl Cheevers (Town Clerk)
Daniel Williams (Finance Manager)

Apologies: Councillor Lisa Scriven (Vice-Chair), Councillor Pip Liver, Councillor Albert Pawle and Councillor Melanie Priggen

10 APOLOGIES

Apologies were received from Councillors Liver, Pawle, Priggen and Scriven.

Council **RESOLVED** to accept the apologies.

11 DECLARATIONS OF INTEREST

None.

12 MAYOR'S REPORT AND URGENT ITEMS

The Mayor outlined the charity events he had planned for the year, including a wine tasting in November and Burns Night Supper in January 2022.

13 PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 22

None.

14 QUESTIONS WHICH HAVE PREVIOUSLY BEEN SUBMITTED BY MEMBERS OF THE COUNCIL

None.

15 MINUTES

The Minutes of the **Annual Council** meeting held on **10 May 2021** were duly accepted and signed as a correct record.

16 MINUTES OF COMMITTEES AND WORKING PARTIES REPORTING TO THE COUNCIL

16.1 COMMUNITY SERVICES COMMITTEE

Councillor Ellis presented to Council the Minutes of the **Community Services Committee** meeting held on **17 March 2021** which were received.

16.2 CORPORATE POLICY & FINANCE COMMITTEE

Councillor Drake presented to Council the Minutes of the **Corporate Policy & Finance Committee** meetings held on **10 March 2021** and **16 June 2021** with one recommendation to Council. The recommendation was noted as covered later in the Agenda. The Minutes were received.

16.3 HUMAN RESOURCES COMMITTEE

Councillor Cousin presented to Council the Minutes of the **Human Resources Committee** meeting held on **30 April 2021** which were received.

16.4 PLANNING COMMITTEE

Councillor Cowley presented to Council the Minutes of the **Planning Committee** meetings held on **2 February 2021, 23 February 2021, 16 March 2021, 6 April 2021, 27 April 2021, 18 May 2021** and **8 June 2021** which were received.

17 OFFICERS' REPORTS

17.1 FORWARD PLANNER AND RESOLUTION TRACKER

Council considered a report by the Democratic Services & Civic Officer and the Internal Operations Manager.

Council **RESOLVED** to:

- (i) Note and approve the Forward Planner attached at Appendix A**
- (ii) Note the Resolution Tracker attached at Appendix B and approve the removal of those resolutions marked complete.**

17.2 YEAR END ACCOUNTS 2020/21

Council considered a report by the Finance Manager.

Council **RESOLVED** to:

- (i) Note the outturn for 2020/21, as set out in section 4.**
- (ii) Approve the level of Earmarked Reserves and General Reserves**

at the 31 March 2021, as set out in paragraph 5.8.

- (iii) Approve the Statement of Accounts for the financial year 2020/21.**
- (iv) Approve that the Statement of Accounts be signed by the Mayor and the Responsible Finance Officer.**

17.3 INTERNAL AUDIT REPORT 2020/21

Council considered a report by the Finance Manager.

Council **RESOLVED** to:

Approve the Internal Audit report for 2020/21.

17.4 ANNUAL GOVERNANCE STATEMENT 2020/21

Council considered a report by the Finance Manager.

Council **RESOLVED** to:

- (i) Approve Section 1 of the Annual Governance and Accountability Return setting out the Annual Governance Statement for 2020/21 as detailed in paragraph 4.**
- (ii) Approve that the Annual Governance Statement be signed by the Mayor and the Town Clerk and submitted for Audit.**

17.5 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2020/21

Council considered a report by the Finance Manager.

Council **RESOLVED** to:

- (i) Approve Section 2 of the Annual Governance and Accountability Return 2020/21 setting out the Accounting Statement for the financial year ended 31 March 2021.**
- (ii) Approve that the Annual Statements 2020/21 be signed by the Mayor and the Responsible Finance Officer and submitted for Audit.**
- (iii) Note that the Annual Internal Audit Report 2020/21 Section has been completed.**

18 EXEMPT BUSINESS

Council **RESOLVED** that:

In view of the confidential nature of the following items, which relate to the business matters of other individuals and organisations, the public and accredited representatives of the press shall be excluded while they are discussed. This is in accordance with the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972.

Item: Minutes of the Rothamsted Park Transfer Task & Finish Group meetings held on 11 February 2021, 25 February 2021, 18 March 2021 and 25 March 2021.

18.1 ROTHAMSTED PARK TRANSFER TASK & FINISH GROUP

Councillor Paul Cousin presented to Council the Minutes of the **Rothamsted Park Transfer Task & Finish Group** meetings held on **11 February 2021, 25 February 2021, 18 March 2021** and **25 March 2021**. The Minutes were received.

The meeting closed at 7.51pm.

Chairman

Date