



HARPENDEN TOWN COUNCIL

CLOSER TO THE COMMUNITY

HARPENDEN TOWN COUNCIL MINUTES OF THE ANNUAL MEETING OF THE COUNCIL

HELD AT PARK HALL, LEYTON ROAD, HARPENDEN AL5 2LX
ON MONDAY, 10 MAY 2021 AT 7.30PM

Present: Councillor Paul Cousin (Chair), Councillor Lisa Scriven (Vice-Chair), Councillor Mrs Nicola Linacre, Councillor Matt Cowley, Councillor Paul de Kort, Councillor John Drake, Councillor Brian Ellis, Councillor Rosemary Farmer, Councillor David Heritage, Councillor Harry Hill, Councillor Pip Liver, Councillor Mary Maynard, Councillor Albert Pawle and Councillor Melanie Priggen

In Attendance: Carl Cheevers (Town Clerk) and Jane Juby (Democratic Services and Civic Officer)
Rupert Thacker and Katy Francis, Hertfordshire County Council

Apologies: Councillor Roger Butterworth and Councillor Nigel Turnbull

1 ELECTION OF TOWN MAYOR 2021/22

Councillor Cousin was formally nominated by Councillor Mrs Nicola Linacre, seconded by Councillor Ellis and upon the call for a vote was elected into office as Town Mayor.

The Retiring Town Mayor, Councillor Mrs Nicola Linacre, thanked Councillors and Officers for their work and support during a challenging Mayoral year and was pleased to report a total raised for her nominated charities of £7,984.70. She congratulated Cllr Cousin on his appointment and wished him and his Deputy well for the coming year.

Cllr Cousin was then installed into office whereupon taking the Chair he read and signed the Declaration of Acceptance of Office and invited Cllr Mrs

Nicola Linacre and Cllr Ellis to take their Past Town Mayor Badges and Certificates.

Cllr Cousin then proposed a vote of thanks to the retiring Town Mayor and gave thanks for his appointment.

2 ELECTION OF DEPUTY MAYOR 2021/22

Councillor Scriven was formally nominated by Councillor Cousin, seconded by Councillor Drake and upon the call for a vote was elected into office as Deputy Town Mayor.

Cllr Scriven was then installed into office whereupon she read and signed the Declaration of Acceptance of Office and gave thanks for her appointment.

3 APOLOGIES

Apologies were received from Cllr Butterworth and Cllr Turnbull.

The Town Clerk read a statement to Council from Cllr Butterworth.

Council **RESOLVED** to accept these apologies.

4 DECLARATIONS OF INTEREST

Cllr de Kort declared a non-pecuniary interest in Item 9.5 (High Street Social Distancing Measures) as a Hertfordshire County Councillor.

Cllr Scriven declared a non-pecuniary interest in Item 9.2 (Forward Planner and Resolution Tracker) clause 2.1.3 of that report, as a member of PARC.

5 MAYOR'S REPORT AND URGENT ITEMS

The Town Mayor requested an urgent item was shared relating to a memorial for Covid-19 victims. The Town Clerk will add this to a future meeting of Community Services Committee.

6 PUBLIC QUESTIONS IN ACCORDANCE WITH STANDING ORDER 22

None received.

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

None received.

8 MINUTES

The Minutes of the **Council** meeting held on **25 January 2021**, the **Extraordinary Council** meeting held on **1 February 2021** and the **Extraordinary Council** meeting held on **30 March 2021** were duly accepted as a correct record.

9 OFFICERS' REPORTS

9.1 ROTHAMSTED ESTATE ACCESS - PRESENTATION

This item was formally deferred.

9.2 FORWARD PLANNER AND RESOLUTION TRACKER

Council considered a report by the Democratic Services & Civic Officer.

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.
- (iii) In relation to the Rothamsted Park Play Area update, approve the release of the £150k Capital Reserve for this project.

9.3 COMMITTEE, SUB-COMMITTEE AND WORKING PARTY MEMBERSHIP 2021/22

Council considered a report by The Town Clerk.

Council **RESOLVED** to:

Approve the Councillor appointments set out in Appendix A, except that Cllr Hill replace Cllr de Kort on Planning Committee.

9.4 VIRTUAL MEETINGS

Council considered a report by the Town Clerk. The Town Clerk drew Council's attention to the amended recommendations circulated separately.

Council **RESOLVED** to:

- (i) Approve that Committees, Sub-Committees and Working Parties will meet informally by virtual meeting and will consider, in an advisory capacity, recommendations regarding items on their Forward Plan and other matters that arise within their terms of reference.
- (ii) Recognise that virtual meetings will not constitute legal meetings of the Committees, Sub-Committees and Working Parties, but are a practical way of supporting decision making in the extraordinary circumstances.
- (iii) Delegate any decisions which would, in normal circumstances, have been made at meetings which are held physically, to the Town Clerk (or in his absence his nominated deputy) who will have regard to the recommendations taken at the virtual meeting and whose decisions will have the same force and effect as if made by the relevant Committee, Sub-Committee or Working Party.
- (iv) Approve that Standing Orders and other rules will apply to virtual meetings and members will be expected to attend or provide apologies to the extent that they would if it was a physical meeting.
- (v) Approve that we will publish agendas and minutes of virtual meetings in the same way that we would if it were a physical meeting.

- (vi) Instruct the Town Clerk that any decisions which would, in normal circumstances, have been made at meetings which are held physically, that have been delegated to, and are made by, the Town Clerk (or in his absence his nominated deputy) are documented, including reasons, in particular if departing from the recommendations taken at the virtual meeting, reported promptly to the members of the relevant Committee, Sub-Committee or Working Party and the Mayor and are publicised in the same way that we would minutes of the relevant Committee, Sub-Committee or Working Party.
- (vii) Agree to review this approach at the June 2021 meeting of Council which will be a physical meeting, unless the law then permits a valid meeting to be held virtually.

9.5 HIGH STREET SOCIAL DISTANCING MEASURES

This Item was moved to 9.1 of the Agenda and Officers from Hertfordshire County Council attended to outline options and receive feedback.

The type and range of consultation and the options for the High Street going forward were discussed.

Council **RESOLVED** to:

- (i) Support the delivery of a consultation that engages a wide range of communities using a range of communication channels.
- (ii) Approve that the Town Clerk work with HCC officers to design a survey that reflects the previous successful approach to engagement.
- (iii) Add an item to the Council Forward Plan to consider the detailed analysis.

The meeting closed at 9.04pm.

Chairman

Date