



Minutes of the Town Council Meeting held on Wednesday 13th May 2020 at 7.30pm via Zoom.

- PRESENT: Councillor Linda Mendez (Mayor)
- | | |
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| Councillor Mark Bolitho | Councillor Richard Griffiths |
| Councillor Lenny Brandon | Councillor Caron Juggins |
| Councillor Jackie Brennan | Councillor Hazel Laming |
| Councillor Richard Brisbin | Councillor Angus Mackay |
| Councillor Rory Craig | Councillor John Percival |
| Councillor Eames-Petersen -
Deputy Mayor | Councillor Tristan Wiltshire |
- OFFICERS: Carrie Lloyd (Town Clerk)
Sam Frake (Head of Operations)
Ali Ogilvie (Head of Estates)

Members remained silent for a minute in memory of Mick Clark, previous Mayor and Leader of Hatfield Town Council.

1. APOLOGIES

Apologies for absence were received from Councillor Bhumi Zhaveri, and Councillor Lee Newman (working).

2. MINUTES

Councillor Wiltshire requested an amendment to Item 99 to read;

Councillor Wiltshire declared an interest in the Local Plan **as a relative of** a potential owner of a nominated site ~~and took no part in the discussion thereon.~~

Councillor Eames-Petersen requested that an amendment be made to Minute 100 to read;

“the last line only of the Council’s response to the Local Plan be changed regarding using Brookman’s Park as an example of an area suitable for houses”

Councillor Eames-Petersen also questioned the creation of minutes of confidential parts of the Council meeting as that was not what happened at County Council. The Town Clerk advised that best practice was to ensure transparency if at all possible, the discussion at the last meeting was confidential, however, the outcome from that meeting as recorded in the minutes was suitable for public knowledge.

The minutes of the meeting held on 28th April 2020 were amended and will be signed by the Mayor after CoVid19 lockdown has finished.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. DATE OF NEXT MEETING

Virtual Meeting of the Resources and Policy Committee - 10th June at 7.30pm

5. EXCLUSION OF THE PRESS AND PUBLIC

RESOLVED that, further to s1(2) of the Public Bodies (Admission to Meetings) Act 1960, that the press and public be excluded from the meeting, and the following matters dealt with in a subsequent Part 2 meeting on grounds of commercial sensitivity and staff confidentiality.

- (i) Response to CoVid19, Revised Budget

6. RESPONSE TO COVID 19, REVISED BUDGET

Members noted the report of officers. Members RESOLVED that the following budget savings be made;

SAVINGS (NON-EMPLOYEE RELATED) 2020

POTENTIAL SAVINGS	SAVING	BUDGET	NEW BUDGET	COMMENTS
MAYOR'S ALLOWANCE	£ 650	£1,250	£600	Mayor's allowance is for expenses at events as only 50% of year expected
ELECTION EXPENSES - FULL 2023	£ 10,000	£10,000	0	Will put full cost onto 2023
ELECTION EXPENSES - ONE WARD	£ 7,000	£7,000	0	No elections or bi-elections in 2020/21
PRINTING & STATIONERY	£ 500	£3,500	£3,000	Agenda will be electronic only this year
COMMUNITY INFORMATION	£ 5,000	£5,000	0	No Newsletter this year but will be reviewed
COMMUNITY ACTIVITIES - GRANTS	£ 5,500	£6,000	£500	No grants (have given out £500 to CVS)
MUSIC FESTIVAL	£ 12,540	£12,540	£0	Cancelled
PUBLICITY - GENERAL	£ 1,000	£5,000	£4,000	Have been rather generous to allow Birchwood to re-build clients
CAFÉ SUPPLIES	£ 7,500	£30,000	£20,000	Have been closed quarter of the year so cut the budget
GYM EQUIPMENT	£ 7,000	£7,000	0	No new equipment this year
FUNZONE EQUIPMENT	£ 10,000	£10,000	0	No new equipment this year
R&M (BIRCHWOOD)	£ 5,000	£10,000	£5,000	Defer non-essential repairs and maintenance
CONTRACTORS AND MATERIALS	£ 10,000	£22,000	£12,000	Temporary drop in budget this year, requires discussion with Head of Estates
MATERIALS, SOIL, SEED				
ETC	£ 7,000	£17,000	£10,000	Temporary drop in budget this year, requires discussion with Head of Estates
R&M (HOWE DELL)	£ 2,000	£4,000	£2,000	Defer non-essential repairs and maintenance
BAR - PURCHASES LEMS FORD	£ 3,250	£13,000	£7,750	Have been closed quarter of the year so cut the budget
R&M (LEMSFORD)	£ 4,000	£5,000	£1,000	Defer non-essential repairs and maintenance
R&M (NEWGATE ST)	£ 2,000	£5,000	£3,000	Defer non-essential repairs and maintenance
R&M (OXLEASE)	£ 2,000	£5,000	£3,000	Defer non-essential repairs and maintenance
BAR – PURCHASES ROE HILL	£ 5,000	£20,000	£12,500	Have been closed quarter of the year so cut the budget
R&M (ROE HILL)	£ 4,000	£10,000	£6,000	Defer non-essential repairs and maintenance
IMPROVEMENTS	£ 71,202	£71,202	0	This was for capital spend, it will now be used to prop up the Revenue budget
	£182,142	£279,492	£90,350	
Less loss of Event income				
10K	£ 500			
MUSIC FESTIVAL	£ 2,040			
MISC	£ 510			
SPONSORSHIP	£ 20,000			
	£159,092			

Members requested that the Establishment Sub Committee meet to consider the impact of CoVid 19 on staff and the organisational structure after lockdown.

It was considered appropriate that the Resources and Policy Committee should consider the next stages of the impact of CoVid19 on the Council's finances on 10th June.

RESOLVED that the actions detailed in the preamble to this minute be agreed.

(Action: Town Clerk)

Closure: 9.02pm

Mayor