

12<sup>th</sup> January 2022

Dear Councillor

This is to inform you that a Meeting of the Council will be held at Birchwood Leisure Centre, Longmead, Hatfield AL10 0AN 7.30p.m. on Wednesday 19<sup>th</sup> January 2022, to which you are summoned, for the transaction of the following business.

Yours sincerely,

Sam Frake  
Acting Town Clerk

### **AGENDA**

**1. MAYOR'S ANNOUNCEMENT**

**2. APOLOGIES**

To receive apologies and reasons for absence (if any) and approve that absence for purposes of the "6 month rule".

**3. DECLARATIONS OF INTERESTS BY MEMBERS**

Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on this Agenda.

You should declare at this part of the meeting or when it becomes apparent your interest by stating:

- (a) the item you have the interest in
- (b) whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted
- (c) whether it is a personal interest and the nature of the interest

Members are also reminded of their obligation to report any amendment to their Register of Interests to the Town Clerk as soon as it becomes apparent.

**4. QUESTION TIME**

Fifteen minutes of the Meeting will be given over to questions from members of the public on issues relating to the work of the Council.

**5. MINUTES FROM PREVIOUS MEETINGS**

In accordance with Standing Order 12 to approve as a correct record the Minutes of the Meeting held on 3<sup>rd</sup> November 2021 (copy attached).

**6. VACANCY**

To authorise the Clerk to advertise the casual vacancy in Briars Ward caused by a Councillor's non-attendance at meetings for 6 consecutive months.

**7. APPOINTMENT TO OUTSIDE BODIES**

To appoint 1 representative on the Wellfield Trust – suggested nomination is David Young who has agreed to his nomination.

**8. SETTING THE PRECEPT**

To consider the recommendation of the Resources and Policy Committee held on 8<sup>th</sup> December 2021.

**9. TOWN COUNCIL INSURANCE**

To consider the attached report.

**10. PUBLIC CONSULTATION**

To agree a further £2500 towards the public consultation to ensure a representative view and delegate actions to a Sub Committee. Cllr Wiltshire will speak on this item.

**11. DATE OF NEXT MEETING**

To note that the next meeting of the Council is 30<sup>th</sup> March 2022.

**Distribution:** All Councillors



Minutes of the Town Council Meeting held on Wednesday 3 November 2021 at 7.30pm at Birchwood Leisure Centre, Longmead, Hatfield AL10 0AN

**PRESENT:**

Councillor Richard Griffiths – Mayor  
Councillor Mark Bolitho – Deputy Mayor

Councillor James R. Bond	Councillor Jackie Brennan
Councillor M. Eames-Petersen	Councillor Caron Juggins
Councillor Hazel Laming	Councillor John Percival
Councillor Tristan Wiltshire	

**OFFICERS:**

Carrie Lloyd (Town Clerk)  
Sam Frake (Head of Operations)

5 members of the public in attendance  
County Councillor P Zukowskyj  
Nick Brown, Green Triangle & Welwyn Hatfield Chamber of Commerce

**57. TWO MINUTES' SILENCE**

The Mayor paid tribute to Margaret White and Maureen Cook who had died recently.

Members stood in 2 minutes' silence.

Councillor Eames-Petersen advised that Councillor Mendez had a tribute to Margaret White and the Mayor requested that she send it to the Clerk so that it could be shared with all Members.

**58. ANNOUNCEMENT BY TOWN MAYOR**

The Mayor thanked the Town Clerk for all of her work for Hatfield over the last 13 years at the Town Council and wished her well for the future.

**59. APOLOGIES**

Apologies for absence were received and accepted by Council from Councillor Linda Mendez who was unable to attend due to ill health, received and accepted by Council from Councillor Richard Brisbin due to work and received and accepted by Council from Councillor Rory Craig due to work.

No apologies were received from Councillors Newman and Mackay.

**60. DECLARATION OF INTERESTS BY MEMBERS**

Cllr Eames-Petersen declared an interest in Howe Dell Hall as a hirer for the past 10 years and Ward Councillor to Villages Ward.

**61. MINUTES FROM PREVIOUS MEETINGS**

Members approved the minutes of 28<sup>th</sup> July 2021 as a correct record.

**62. QUESTION TIME**

Deacon Kinchenton requested that the Council review the potential letting of Howe Dell Hall to the School on a more formal basis. She expressed concern at the lack of public consultation and confusion when trying to book the Hall. Deacon Kinchenton undertook to pass details to the Head of Operations on the booking confusion. The Mayor advised that the Town Clerk's Report on the Agenda advised that they would carry out Community Consultation once more information had been received from Herts. County Council. This matter would be further discussed at the appropriate point in the agenda.

**63. PRESENTATION BY GREEN TRIANGLE**

Members received a presentation by Nick Brown. He stressed that this was an opportunity for innovation, community collaboration and a means to help future generations with the pandemic debt that would need to be repaid.

**RESOLVED** that the Town Clerk and Head of Operations meet with Mr Brown to move forward with the public consultation on the 4 sports ground options.

(Action; Town Clerk / Head of Operations)

**64. HOWE DELL HALL**

Members noted the Report of Officers which stated that once further advice has been received from the County Council regarding the lease, Officers would conduct a further Community Survey and report back to Members. It was hoped that this would be by the end of November. It was also noted that the Officer's report stated that access to the Hall must include Community use.

A Councillor expressed her concern that the school had been given free use of the Hall since reopening of Community Buildings following the pandemic. The Report of Officers stated that any let to the school would negate the need for Business Rates but did not emphasise that the school currently were bearing all costs for the Hall amounting to just over £8,000 p.a. Cllr Bond, County Councillor for Hatfield North, further advised that he had committed some of his Locality Budget to assist with the repairs and maintenance of the Hall should it be given over to the School to maintain on a longer term basis.

Another Councillor advised that all possibilities were being investigated and nothing had yet been ruled out including the creation of a Management Committee for the Hall or community-use let to the School.

**RESOLVED** that the report be noted.

(Action; Town Clerk)

**65. VACANCY**

Members **RESOLVED** that the Clerk be authorised to advertised the vacancy occasioned by the non-attendance at meetings by the Councillor for South West Ward.

(Action; Town Clerk)

**66. APPOINTMENT TO OUTSIDE BODIES**

**RESOLVED** that Gareth Aicken be nominated to represent the Town Council on the Wellfield Trust.

(Action; Town Clerk)

**67. APPROVAL OF RECOMMENDATIONS FROM COMMITTEES**

The minutes of the Committee meetings were noted and it was also noted that they contained no recommendations for Council.

**68. RESIGNATION OF TOWN CLERK**

Members noted that the Town Clerk would be leaving at the end of 2021. A Member wished to implement the NALC Peer Review prior to appointing a new Town Clerk, however, other Members wished to see recruitment to post as soon as possible. In accordance with Financial Regulations on extensions to existing contracts, it was **RESOLVED** that HR and Governance Support provide the Council with advice on recruiting to post for a maximum of £1,900 and the Human Resources Sub Committee be authorised to appoint to post.

(Action; Town Clerk)

**69. PROPOSED APPLICATION FOR THE ESTABLISHMENT OF A NEW QUARRY ON LAND AT THE FORMER HATFIELD AERODROME, INCLUDING NEW ACCESS ONTO THE A1057, AGGREGATE PROCESSING PLANT AND OTHER ANCILLARY FACILITIES, TOGETHER WITH THE IMPORTATION OF INERT FILL MATERIAL TO RESTORE THE MINERAL WORKINGS AT LAND AT HATFIELD AERODROME, OFF HATFIELD ROAD**

The Council's response to PL/0232/21 and agreed that it still objected. Of concern was the traffic on the A1057, noise, dirt and dust, the effect on Green Lanes School and Howe Dell School and University students in the Playing

Fields, additional traffic movements onto the A1(M) when this was the only route for Accident & Emergencies from Hatfield to access Lister Hospital Stevenage, increased travel time particularly for buses and the back flow affecting the Bromate Plume.

**RESOLVED** that the Planning Committee be authorised to formulate a response at its next meeting on 10<sup>th</sup> November, taking into account the points raised in the preamble to these minutes.

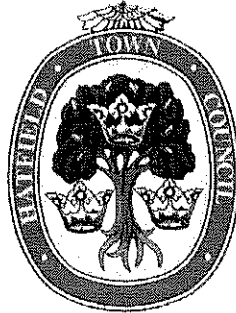
(Action; Town Clerk)

**70. DATE OF NEXT MEETING**

Noted that the next ordinary meeting of the Council is 19<sup>th</sup> January 2022.

Closure: 9pm

Mayor



**TOWN COUNCIL OF HATFIELD**

**BRIARS WARD**

**VACANCY FOR A COUNCILLOR**

**There is a vacancy on the above Council caused by a Councillor not attending any meetings for 6 months.**

**On receipt of a request in writing from ten local government electors for the ward, a by-election to fill the vacancy will be held. Any request for an election should be sent to the Returning Officer of Welwyn Hatfield Borough Council, and must be received by 8<sup>th</sup> February 2022.**

**The Returning Officer's address is:  
Welwyn Hatfield Borough Council  
Council Offices  
The Campus  
Welwyn Garden City  
AL8 6AE**

Email; [elections@welhat.gov.uk](mailto:elections@welhat.gov.uk)

**If no such request is received, the Town Council will fill the vacancy by co-option.**

**Dated 20<sup>th</sup> January 2022**

A handwritten signature in black ink, appearing to read 'S Frake'.

**Mrs S. Frake  
Acting Town Clerk  
Hatfield Town Council  
Birchwood Leisure Centre  
Longmead  
Hatfield  
Herts AL10 0AN**

PRECEPT 2022/23

Local Government Finance Act 1992 Section 50 Calculation of budget requirement;

- (1) In relation to each financial year a local precepting authority shall make the calculations required by this section.
- (2) The authority must calculate the aggregate of –
  - (a) the expenditure the authority estimates it will incur in the year in performing its functions and will charge to a revenue account for the year;
  - (b) such allowance as the authority estimates will be appropriate for contingencies in relation to expenditure to be charged to a revenue account for the year;
  - (c) the financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure; and
  - (d) such financial reserves as are sufficient to meet so much of the amount estimated by the authority to be a revenue account deficit for any earlier financial year as has not already been provided for.

These were shown on the budget papers previously circulated to Members and available from the Town Clerk ([town.clerk@hatfield-herts.gov.uk](mailto:town.clerk@hatfield-herts.gov.uk)).

- (3) The authority must calculate the aggregate of -
  - (a) the sums which it estimates will be payable to it for the year and in respect of which amounts will be credited to a revenue account for the year, other than sums which it estimates will be so payable in respect of any precept issued by it; and
  - (b) the amount of the financial reserves which the authority estimates that it will use in order to provide for the items mentioned in paragraphs (a) and (b) of subsection (2) above.
- (4) If the aggregate calculated under subsection (2) above exceeds that calculated under subsection (3) above, the authority must calculate the amount equal to the difference; and the amount so calculated shall be its budget requirement for the year.
- (5) For the purposes of subsection (2)(c) above an authority's estimated future expenditure is -
  - (a) that which the authority estimates it will incur in the financial year following the year in question, will charge to a revenue account for the year and will have to defray in the year before the following sums are sufficiently available, namely, sums -
    - (i) which will be payable to it for the year; and
    - (ii) in respect of which amounts will be credited to a revenue account for the year; and



- (b) that which the authority estimates it will incur in the financial year referred to in paragraph (a) above or any subsequent financial year in performing its functions and which will be charged to a revenue account for that or any other year.

Members have previously considered the Reserves Policy.

The proposed Budget works with the Reserves Policy and the Council's future medium and long term plans to provide a balanced budget placing money into reserves for capital expenditure plans for the future whilst adequately providing for revenue expenditure in 2022/23.

## **AGENDA ITEM 9.**

### **ANNUAL INSURANCE POLICY**

Hatfield Town Council usually negotiates its insurance over a term of 3 or more years. This year it is recommended that as the new Town Clerk will not be in post in time we extend our current insurance for a year at a cost of £15,010.22. Once in post the Town Clerk will then be able to shop around for insurance deals.