

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

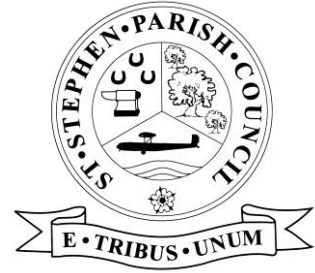
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## Minutes of Full Council Meeting Held on Thursday 19 November 2020 at 7:30pm Remote Meeting

### Present: Councillors

Wendy Berriman

Martin Doyle

Ajanta Hilton

Dorothy Kerry

David Parry

Bill Pryce

Nicholas Tyndale

David Yates

Eileen Whittaker

**Also Present:** District Councillors Syed Abidi and Stella Nash

Sue Hake. Clerk, Isabel Crozier Assistant Clerk

11 members of public attended

### 2021/086 To receive and accept apologies for absence

Apologies received from Cllr James Fisher

### 2021/087 To receive declarations of interest and dispensations

a) To receive declarations of interest from Councillors on items on the agenda

b) To receive written requests for dispensations for declarable interests

c) To grant any requests for dispensation as appropriate

None received

**2021/088 To confirm the minutes of the Full Council meeting held on 3 November 2020 to be signed outside of the meeting**

**Resolved:** Cllr Pryce proposed confirmation of the minutes, seconded Cllr Berriman

Votes in favour 8 Abstained 1

### 2021/089 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

Cllr Parry invited the District Councillors to speak in addition to the two members of public who had requested to speak in advance of the meeting.

### 2021/090 To consider feedback from the public, following decision at Leisure Committee to remove the gate to Mayflower Road Open Space

Cllr Parry explained the decision made at the Leisure Committee meeting and issue of the notice to remove the gate was required to go to Full Council as a recommendation.

He confirmed this is the only play area that is being locked in the Parish that happens to have a gate where the play area is now being used by dog owners.

One member of the public from the neighbourhood watch group discussed concerns about the lack of prior consultation for the proposed removal of the gate at Mayflower Road play area and the potential damage to the play equipment paid for by taxpayers from antisocial behaviour and believe this subject should be discussed and consulted upon.

The second member of the public concurred with the previous speaker.

Cllr Parry confirmed the Council's primary concern is the staff and maintenance of the area and fence that will need to be replaced in due course and that it had been an historic oversight by the Council not to have no dog signs.

He went on to explain County Cllr Featherstone had suggested the possibility of having a facility for dogs that could be charged for.

One of the issues in the area appears to be it is increasingly being used by professional dog walkers and trainer businesses, with some users not clearing up mess left by the dogs that are let loose, lack of control of dogs who jump up at the staff.

Numerous options were discussed that included extending the play area to incorporate the goal posts and reducing the grass cutting outside of the play area to form a meadow, engaging with residents in Mayflower Road and Orchard Road, consulting with concerned parties and future options be discussed at the Leisure Committee meeting.

**Resolved:** Cllr Parry proposed the gate remain in place and the grass continues to be cut, future options to be discussed at the Leisure meeting and the Council arrange to complete a consultation, seconded Cllr Pryce.

Votes in favour: Unanimous

**Motion Carried**

**Action:** Cllr Parry to contact the gatekeeper

#### **2021/091 To discuss the TRO Double Yellow Lines in Burydell Lane and agree action**

Cllrs Pryce, Whittaker, Tyndale and District Cllr Abidi attended a site meeting with residents to discuss and look at the implications to the loss of parking to residents living in Burydell Lane with the proposed TRO introduction of double yellow lines.

Cllr Pryce stated the owner/occupier of the Mill had previously been approached about use of parking for 1 day a year on a day when the property is unoccupied, but this had been declined.

Various options were discussed as residents have been parking in front of the Mill. Permit parking was one option favoured in conjunction with the double yellow lines.

Cllr Nash confirmed the emergency services and waste collection vehicles difficulty with access but would support the suggestion of permit parking.

Concerns were raised as to the potential cost of permit parking to the residents as this was currently unknown.

**Resolved:** Cllr Parry confirmed concerns about loss of parking for residents in Burydell Lane but appreciates access is required for emergency vehicles and waste collection, would like to request the District Council look at all parking in the surrounding area as a whole and express to the District Council it is our understanding the residents would support double yellow lines in conjunction with Permit Parking, seconded, Cllr Tyndale.

Votes in favour: Unanimous

**Motion Carried**

**Action:** Clerk to forward response to the District Council

Cllr Nash and Abidi left the meeting at this point and no members of the public remained. A comfort break was taken at this time so that all councillors were given time to read the documents received from the two candidates.

#### **2021/092 To vote to co-opt a candidate for Chiswell Green Ward vacancy**

The three Councillors from the HR panel who met both candidates provided feedback to the council.

Votes in favour of Mark Skelton: Unanimous

**Resolved:** Mark Skelton voted to be co-opted to councillor for Chiswell Green Ward- to complete signing of Acceptance of office, code of conduct and Register of Interests to be sent to SADC

**Action:** Assistant Clerk write to the second candidate to thank them for expressing an interest to become Councillor with St Stephen Parish Council

### **2021/093 Reports: Finance, Policy and Resources**

- a) To confirm list of November payments and October DD and card payments  
Cllr Yates queried the mower price and the Clerk confirmed the second mower agreed with the quote and had been sold at a discounted price

**Resolved:** Cllr Parry proposed confirmation of all payments, seconded Cllr Pryce.

Votes in favour: Unanimous

**Motion Carried**

- b) To note Budget report and ongoing revised forecast  
Deferred to Finance Committee Meeting
- c) To agree in principle the commission of a condition survey for the Parish Council property  
Cllr Doyle explained the repair, maintenance & asset valuation  
Cllr Whittaker queried if the costings were known?  
Cllr Parry explained why the surveys are required for costings to be obtained

**Resolved:** Cllr Pryce requested the commission of condition surveys in principal, seconded Cllr Doyle to progress seeking costs

Votes in favour: Unanimous

**Motion Carried**

### **2021/094 To note minutes from the Council's Committees**

- a) Buildings- to be circulated
- b) Planning-Assistant Clerk seeking comment from Cllr Yates before issuing letter to Planning
- c) Leisure-Decision of gate removal taken to this Full Council
- d) HR committee- To note Admin Officer made redundant as of 5 November and General groundsman would be on Furlough from 1 December.

### **2021/095 Reports: General**

- a) To receive brief progress reports and recommendations from the:
  - i. Neighbourhood Plan Steering Group Consultation update  
47 survey responses received so far – NB District Cllrs Yates and Nash are not able to comment

### **2021/096 Clerks report**

- a) Chiswell Green Clock – update  
Cllr Pryce has confirmed Chiswell Green Residents Association have turned off electricity and poppies to be placed over the faces for the interim.  
Cllr Doyle and Pryce to share contact details of local businesses who may be interested in adopting the Clock
- b) Website and Domain name-update  
The new accessible website is set to go live and will continue to be a work in progress with a comment to state specific historic documents will need to be requested in accessible format.  
The previous domain name will continue to function and forward until November 2022.  
Cllr Kerry expressed concern about making changes to devices for the email account domain name change due to previous loss of data.

The meeting closed at 9.35pm