

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

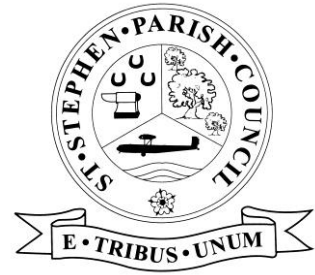
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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To: Councillors

Wendy Berriman

David Brannen

Martin Doyle

Ajanta Hilton

Dorothy Kerry

David Parry

Bill Pryce

Mark Skelton

Nicholas Tyndale

David Yates

Eileen Whittaker

You are summons to attend the **Full Council Meeting Minutes**

held on **Thursday 22 April 2021** at **7:30pm**

Remote Meeting via

<https://zoom.us/j/93068126392?pwd=OXdXZ0JkWUw2L2pYRVF2RGdtZGFsZz09>

Meeting ID: 930 6812 6392

Passcode: 030109

This meeting was previously called for 15 April 2021 and will now take place on 22 April 2021

Please note due to the Covid-19 Coronavirus crisis St Stephen Parish Council will not be holding any face to face meetings until further notice. Instead meetings will be held remotely (s.78 Coronavirus Act 2020) via Zoom (<https://zoom.us/>) at the meeting ID above.

Members of the public and press are invited to attend and are requested to contact the Clerk prior to joining the meeting (contact details above).

S Hake

Sue Hake

Clerk

16 April 2021

Please be aware that members of the public may record, film, photograph or broadcast this meeting

2021/139 To receive and accept apologies for absence

2021/140 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

2021/141 To confirm the minutes of the Full Council meeting held on 18 March 2021 to be signed outside of the meeting

2021/142 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

2021/143 Reports: Finance, Policy and Resources

- a) To confirm list of April payments and January to March DD payments (circulated)
- b) To note budget reports and nominate finance committee member to sign reports
- c) Agree list of Direct Debits
- d) To agree amendment to Bank Account mandate to include current members of the Finance Committee

- e) To consider a discount application from the St Stephens Gardening Club
- f) To review the Council's media protocol
- g) To agree to spend £50 on books for each for the three parish primary schools from the grants budget

2021/144 To note the ability to hold remote Council meetings expires on 7 May and to approve a Scheme of Delegation

2021/145 To consider and agree Terms of Reference for the Council's committees

2021/146 To discuss future meeting format and agree calendar of meetings May 2021-April 2022

2021/147 To note the outstanding requirements for the action plan and list of projects for the Parish Strategic Plan in relation to the S106 funding currently held by SADC

2021/148 To consider grass cutting tenders A-E:

- A - £19,677.00
- B - £22,806.22
- C - £35,164.00
- D - £24,285.00
- E - £27,166.43

2021/149 To consider Greenwood Park bin servicing tenders or discuss alternative arrangements

2021/150 To note minutes and note and agree recommendations from the Council's Committees

- a) Planning Committee – to agree nominated Cllrs to meet with the new scaffold company who are operating out of the Travis Perkins site to discuss lorry movements
- b) HR Committee
- c) Fixed Assets Working Group
- d) Finance Committee – to agree sale of equipment and vehicles/assets and the purchase of new equipment and vehicle.
- e) Woodbury Field Task & Finish Group
- f) Annual Events Working Group – to consider the creation of list of local organisations

2021/151 Clerks Report

- a) Request from SADC for future Street name proposals for the purpose to celebrate the residents/history of the Parish.
- b) Request received from Park Street Residents Association for new defibrillator at How Wood shops.
- c) Request from Park Street Residents Association for the siting of a book swap at a Parish Council building or land holding.