

# 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 summoned to attend the  
**Annual Parish Council Meeting**

To take place on **Thursday 27<sup>th</sup> May 2021** at **7.30pm**

Venue: **Greenwood Park Community Centre Sports Hall, Chiswell Green, St Albans, AL2 3HW**

*S Hake*

Sue Hake

Clerk

21 May 2021

## CORE VALUES

**COMMUNICATE, CONSULT, OPENNESS, INTEGRITY, INCLUSIVITY, ACCOUNTABILITY**

## KEY PRIORITIES

*To preserve our green spaces*

*To enhance leisure and play provision*

*To develop community involvement*

*To build capacity to deliver quality services*

*To improve the Council's environmental performance*

*To maintain all Council assets in good working order*

Please be aware that Members of the public may record, film, photograph or broadcast this meeting from the designated area.

## AGENDA

**2122/001 To elect a Chairman for the year 2021/22 and sign Declaration of Acceptance of Office**

**2122/002 To elect a Vice-Chairman for the year 2021/22 and sign Declaration of Acceptance of Office**

**2122/003 To receive and accept apologies for absence**

**2122/004 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

- 2122/005 To confirm the minutes of the Full Council meeting held on 22 April 2021 to be signed**
- 2122/006 To reconfirm date and venues for meetings 2021/22**
- 2122/007 To consider and agree Terms of Reference for the Council's committees**
- 2122/008 To appoint representatives to serve on Committees, working parties and outside bodies**
- 2122/009 Public Participation – to receive petitions, comments and questions**  
To welcome public participation in accordance with the Public Speaking Policy
- 2122/010 To receive reports from representatives of St Albans District Council and Hertfordshire County Council**  
To invite the St Stephen and Park Street District and County Councillors to briefly update Members on Parish related issues
- 2122/011 To review and adopt the Code of conduct**
- 2122/012 To review and adopt the Standing Orders**
- 2122/013 To review and adopt the Financial Regulations**
- 2122/014 To consider options to fill Park Street vacancy on the Council**
- 2122/015 Reports: Finance, Policy and Resources**
- a) To confirm lists of May payments (circulated)
  - b) To note budget reports
  - c) Agree list of Direct Debits
  - d) To consider a grant application in support for the Armed Forces Day event
- 2122/016 To note minutes and note and agree recommendations from the Council's Committees**
- a) Planning Committee
  - b) HR Committee
  - c) Finance Committee
  - d) Woodbury Field Task & Finish Group
  - e) Annual Events Working Group -To discuss and agree changes to the Carol Concert format
- 2122/017 Clerks Report**