

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

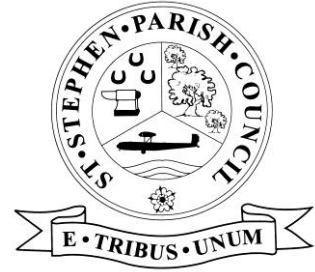
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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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

Full Council Meeting

To take place on **Thursday 24th June 2021 at 7.30pm**

Venue: Tennyson Hall, Parish Centre, Station Rd, Bricket Wood

S Hake

Sue Hake, Clerk
18 June 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.

Due to Covid restrictions a member of the public wishing to attend the meeting should email Clerk@ststephenparishcouncil.gov.uk as seats will be allocated as first come first served

AGENDA

2122/018 To receive and accept apologies for absence

2122/019 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

2122/020 To confirm the minutes of the Annual Full Council meeting held on 27 May 2021 to be signed

2122/021 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

2122/022 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

2021/023 Reports: Finance, Policy and Resources

- a) To receive and note the Asset register as at 31 March 2021
- b) To confirm lists of June payments (circulated)
- c) To consider and agree any grant applications
 - i. Hanstead Wood Volunteers

2021/024 To receive and note the Annual Accounts

2021/025 Annual Governance and Accountability Return 2020/21 Part 3 (AGAR)

- a) To receive and note the Internal Audit Report 2020-21 and agree any management actions and recommendations to be reviewed by the Finance Committee
- b) To Agree and Approve Items 1-9 of Section 1 of the Annual Governance Statement for 2020-21 (each statement to be voted on individually) & (to record the date of approval, minute reference and arrange to be signed by the Chair and Clerk of the meeting where approval was given
- c) To review and approve Section 2 – Accounting Statements 2020-21 (signed by the RFO prior to being presented to the authority for approval) and to record the date of approval, minute reference and arrange to be signed by the Chair of the meeting where the Accounting Statements were approved
- d) To note the completed Notice and dates of the period for exercise of Public Rights and Publication of Unaudited Annual Governance & Accountability Return 28 June to 6 August 2021 and the notes to accompany the Notice (Local authority accounts: a summary of your rights).

2122/026 To consider the revised offer for the purchase of excess grounds maintenance assets, re vehicles & machinery and agree items and costs for disposal.

2122/027 To note minutes and note and agree recommendations from the Council's Committees

- a) Planning Committee
- b) HR Committee
- c) Finance Committee
- d) Annual Events Working Group

2122/028 Clerks Report

Due to Covid restrictions the following measure will be applied

Covid symptoms – If you have any Covid symptoms or had contact with someone with symptoms, please do not attend the meeting.

Hand Sanitisation – To be used on entering the building

Face masks – Face masks should be worn at all time in The Parish Centre building, other than when seated at the allocated location.

Track and Trace – All visitors to The Parish Centre are requested to complete the paper or QR code.

Use of the toilets – There are toilet facilities available

Social Distancing – Seating will be 2m apart, Councillors are requested to sit at the seat allocated.

Desks / Tables – Desks will be limited to the Chair and Clerk; Councillors are requested to attend with a suitable electronic device or pre-printed paper copies.

Meeting papers – No meeting papers will be supplied at the meeting.

Ventilation – To aid ventilation in Tennyson Hall, the doors will remain open, please dress appropriately as it may be colder than normal.

Drinks – No drinks will be available on the evening, those attending are requested to bring their own in a suitable container if required.