

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

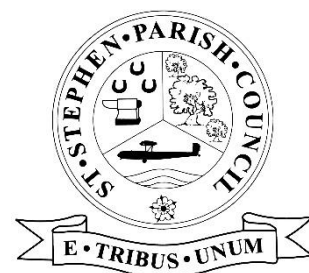
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: clerk@ststephenparishcouncil.gov.uk

Web: www.ststephen-pc.gov.uk



Present: Councillors

Ajanta Hilton

David Parry (Chair)

Eileen Whittaker

Co-opted Committee Members:

Chris Matson (PSRA)

Raj Kaur (CGRA)

Linda Crocker & Sunita Setty (BWRA)

Also present:

Isabel Crozier - Assistant Clerk (taking minutes), Matt Huddleston – Groundsman, Sue Hake – Clerk, Dani Medlin – Centres Manager

Minutes of the **Community & Leisure Committee meeting** held on
Thursday 15 July 2021 at 7.30am

Venue: **via remote access**

This was an informal meeting of the Planning and Environment Committee as current legislation prevents us from having an in person meeting indoors or an official virtual meeting.

2122/CL/001 To elect a Chair of the Community & Leisure Committee for 2021/22 (to be approved at next official meeting)

RESOLVED: proposed Cllr Parry, seconded Cllr Hilton, unanimous that Cllr Bill Pryce elected Chair of the Community and Leisure Committee for 2021/22

Cllr Parry agreed to Chair for this meeting in Cllr Pryce's absence

2122/CL/002 To receive and accept apologies for absence

Apologies received from Cllrs Berriman, Pryce and Kerry. Apologies also received from Brian Gibbard, who would be representing CGRA in future and Sunita Setty who would be arriving late.

2122/CL/003 Declarations of interest and dispensations

- To receive declarations of interest from councillors on items on the agenda
 - To receive written requests for dispensations for declarable interests; and
 - To grant any requests for dispensation as appropriate
- None received

2211/CL/004 To note the minutes of the Leisure Committee meeting held on 29 April 2021 (to be approved at next official meeting)

Deferred to next meeting

2122/CL/005 Public Participation- To invite comment and questions from the public in accordance with the Public Speaking Policy

2122/CL/006 To receive an update on commemorative benches and trees

Cllrs Berriman and Whittaker audited the commemorative benches at Greenwood Park and found many needed replacement slats and painting. The potential for new benches to be made of recycled plastic was discussed and it was decided that further research into this should be conducted and an audit of all the seating completed. Need for more accessible seating at café was identified.

ACTION: Cllrs Berriman, Whittaker and Kerry to draft a Policy and research

options for future bench suppliers.

Groundsman to programme installing decking to the wall in front of public toilets to enable it to be used as an alternative seating area and changing the planting.

- 2122/CL/007 To consider a programme of upgrades to play equipment
A report was circulated highlighting the need for upgrading some items of play equipment and renewing surfacing. This is to be discussed further at the Fixed Assets Committee.
- 2122/CL/008 To consider co-option of reps from the community to this committee
It was agreed that the residents associations could have a second rep on the committee if it was someone who would offer a different perspective. Other reps could be brought on for specific items like events.
- 2122/CL/009 To consider canvassing the community on future events
Deferred
- 2122/CL/010 To consider plans for the Queen's Platinum Jubilee
PSRA are planning to hold a family picnic on the Rec. Others had not considered it yet but it was felt that there should be an event in each village. There is to be a national beacon lighting event and if this was wanted, alongside fireworks, at Greenwood Park, planning would need to start straight away in order to book a company to deliver the fireworks and beacon lighting.
ACTION: Residents associations to canvas their committees about possible events for the 2-5th June bank holidays. To be discussed at the next meeting.
- 2122/CL/011 To consider plans for tree planting under the Queen's Green canopy scheme
ACTION: the Parish to apply for free trees pack and look at options for orchard planting.
The residents associations to consider where they would like to see tree planting and seek landowner permission. Residents associations to also apply for free tree packs in the meantime if appropriate.
- 2122/CL/012 To consider the request from SADC for future road names suggestions
SADC has requested potential road names be submitted, specific to the individual village and historic in nature. Cyril Martin, John Bell and George Old were mentioned.
ACTION: for members of the committee to consider and submit suggestions to a future meeting.
- 2122/CL/013 To consider the co-ordination of community recognition across the parish
The committee felt that the Community Awards were valuable and would like to see this or something similar go ahead with presentations at Christmas.
- 2122/CL/014 To consider any future Covid guidelines for working practices and hall hirers
An updated risk assessment for use of the Council's buildings during Step 4 of the Covid roadmap was circulated in advance. This provides guidance to hirers on continuing precautions like hand washing/sanitising, good ventilation, social distancing where possible and wearing masks in confined spaces. The committee agreed the risk assessment was appropriate with the addition of requirements to ensure the safety of Parish Council staff.

Date of next meeting: Tuesday 7th September.

AOB

There was a discussion about future events and the need for greater communication/co-ordination. It was felt that it would help to if we set up a Whats App group and Cllr Hilton volunteered to do this. In addition, it would help to share dates of residents association meetings and Annual Events Working party meetings.

Bricket Wood committee meetings are first Wednesday of the month except that next one is on the 8th September.

PSRA committee meetings are the third Wednesday of the month so will be:-

Wed 15th September

Wed 20th October

Wed 17th November

None in December

Wed 19th Jan 2022

CGRA meeting is second Tuesday of the month, next meeting is 14th September

Annual Events Working Party – 28th July 7pm, Parish Centre