

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

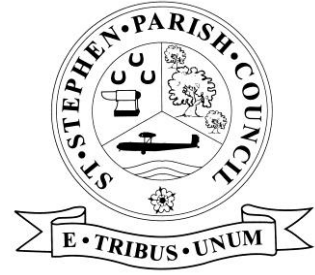
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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To: Councillors  
Wendy Berriman  
David Brannen  
Martin Doyle  
Ajanta Hilton

Dorothy Kerry  
David Parry  
Bill Pryce  
Mark Skelton

Daniel Spelman  
Nicholas Tyndale  
David Yates  
Eileen Whittaker

You are summoned to attend the

## Full Council Meeting

To take place on **Thursday 18 November 2021 at 7.30pm**

Venue: St Stephen Suite, Parish Centre, Station Rd, Bricket Wood

*S Hake*

Sue Hake, Clerk

12 November 2021

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

### **AGENDA**

**2122/060 To receive and accept apologies for absence**

**2122/061 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

**2122/062 To confirm the minutes of the Full Council meeting held on 21 October 2021 to be signed**

**2122/063 Exclusion of the press and public:**

To agree any items to be dealt with after the public, including press have been excluded (A resolution to be passed by Councillors) HR **2122/068d**

**2122/064 Public Participation – to receive petitions, comments and questions**

To welcome public participation in accordance with the Public Speaking Policy

**2122/065 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

**2122/066 Reports: Finance, Policy and Resources**

- a) To confirm lists of November 21 payments (circulated)
- b) To receive September six month actuals-budget report and projection to year end
- c) To review and note the External Audit AGAR certificate 2020-21
- d) To review & note the Internal Audit reports 21-22 and management responses
- e) To note insurance policy renewal from 18 November 21

- f) To consider and agree any grant/discount applications
  - i. Lunch Club Grant
- g) To review the Strategic Plan Spreadsheet
- h) Request for all budget items to be forwarded to the Clerk to be discussed at the Finance Committee meeting to be held on the revised date of Tuesday 30 November

**2122/067 To agree hire rates for 2022/23 financial year**

**2122/068 To note minutes (circulated) and agree recommendations from the Council's Committees**

- a) Planning & Environment Committee
- b) Community and Leisure
  - i. Queens Platinum Jubilee Celebration June 2022
  - ii. Community Awards
- c) Annual Events Working Group
  - i. Remembrance Day
  - ii. Christmas Market
- d) In Camera Item - HR Committee update  
**Recommendation** to consider and agree recommendations from HR Committee meeting held

**2122/069 Clerks Report**

- a) Correspondence received  
St Albans District Council Code of Conduct training attendance requests for 8 December via zoom 7-8.30pm

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**Due to the risk of spreading Covid -19 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 are advised to continue to be worn indoors

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

**Social Distancing** – Retain social distancing where possible.

**Ventilation** – To aid ventilation in St Stephen Suite, the doors/windows will remain open.