

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

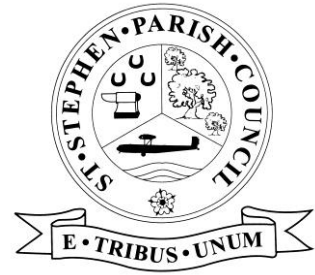
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: clerk@ststephenparishcouncil.gov.uk

Web: www.ststephen-pc.gov.uk



Full Council Meeting Minutes

held on Thursday 17 February 2022 at 7.30pm at the Parish Centre,
St Stephen Suite, Bricket Wood AL2 3PJ

Present: Councillors

Wendy Berriman

David Parry

Daniel Spelman

Ajanta Hilton

Bill Pryce

Nicholas Tyndale

Dorothy Kerry

Mark Skelton

David Yates

Also Present: Sue Hake, Clerk

2122/081 To receive and accept apologies for absence

Apologies received from Cllrs: Martin Doyle, David Brannen, Eileen Whittaker, District Cllrs: Richard Curthoys, Aaron Jacob and County Cllr Stella Nash

2122/082 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

None Received

2122/083 To agree the minutes of the Full Council meeting held on 20 January 2022 to be agreed and signed

Resolved: Cllr Kerry proposed agreement of the minutes to be signed, seconded Cllr Skelton

Votes in favour: Unanimous

Motion Carried

2122/084 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

No members of the public attended

2122/085 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

No reports received

2122/086 Update on previous actions not mentioned later in the agenda

No items to be updated

2122/087 Reports: Finance, Policy and Resources

a) To note lists of January C and February A 2022 payments (authorised by two members of the Finance Committee)

Noted

b) To receive the budget report

The budget report was noted

Action: to be discussed in detail at the next Finance meeting

c) To consider and agree any grant/discount application

i. PSRA discount application

Resolved: Cllr Berriman proposed agreement of the PSRA discount application of £235 for the use of the Park Street grounds and Pavilion for the Platinum Jubilee celebrations on Friday 3 June 2022, seconded Cllr Tyndale

Votes in favour: Unanimous

Motion Carried

ii. PSRA grant request for Queen's Platinum Jubilee

Resolved: Cllr Pryce proposed agreement of up to £1K (one thousand pounds) subject to completing confirmation of what the funding is to be used for, seconded Cllr Skelton

Votes in favour: Unanimous

Motion Carried

Resolved: Cllr Tyndale proposed agreement for the equivalent £235 venue hire discount and £1000 grant funding to also be available to be applied for by the Bricket Wood Residents Association for the Platinum Jubilee celebrations, seconded Cllr Skelton

Votes in favour: Unanimous

Motion Carried

Action: Clerk to notify the chair of BWRA

d) To agree the amount to come from reserves to cover the unbudgeted additional spend on the Parish Council Platinum Jubilee Celebration at Greenwood Park

Resolved: Cllr Parry proposed the budget for Parish Council Platinum Jubilee celebration at Greenwood Park be deferred to the March meeting when costs have been confirmed, seconded Cllr Hilton

Votes in favour: Unanimous

Motion Carried

e) To agree the increase of the budget to include the GWP Pavilion Fire detection works to come from the Health and Safety budget

Resolved: Cllr Parry proposed this be deferred to the March meeting when costs have been confirmed, seconded Cllr Hilton

Votes in favour: Unanimous

Motion Carried

f) To review and adopt the new H&S policy

Resolved: Cllr Parry proposed the Council adopt the new H&S policy and have the adopted version on the website, seconded Cllr Kerry

Votes in favour: Unanimous

Motion Carried

g) To agree the ice cream concession for 2022/23

Resolved: Cllr Pryce proposed the ice cream concession is made to Noviellos, seconded Cllr Berriman

Votes in favour: Unanimous

Motion Carried

2122/088 To agree the Calendar of Meeting dates for 2022-23

Resolved: Cllr Parry proposed the calendar of meetings be put onto the website with any amendments be made at the next Full Council meeting in March, seconded Cllr Tyndale

Votes in favour: Unanimous

Motion Carried

2122/089 To discuss and agree PC response to the Community Governance review

The main areas discussed under this item consisted of the properties located in Ragged Hall Lane, Chiswell Green, Napsbury Park, Harperbury Park and the combining of Bricket Wood East, West and Chiswell Green into one Ward

Resolved: Cllr Parry proposed St Stephen Parish Council request

- 1) that properties in Ragged Hall Lane are allocated to Chiswell Green,
- 2) Napsbury Park remain with London Colney and should return to this ward and not move into Park Street Ward
- 3) Harperbury Park residents should be permitted to choose whether to remain in St Stephen Parish or be relocated to London Colney Parish
- 4) That Bricket Wood East and West should merge into one Ward but that Chiswell Green should remain separate

Seconded Cllr Skelton

Votes in Favour: Unanimous

Motion Carried

Actions:

Cllr Parry to respond to the London Colney Parish Clerk to inform her of the decision about Napsbury Park and Harperbury Park.

A response be submitted to the District Council Community Governance Review consultation.

2122/090 To note minutes (circulated) from the Council's Committees

- a) Planning & Environment Committee

Noted

Action: Cllr Yates informed the council he will draft a letter for the Assistant Clerk to respond to the telecoms mast application at Bucknalls Drive that was not available at the time of the Planning Meeting

- b) Fixed Asset Committee

- i. Recommendation that the Fixed Assets Strategy be adopted

Resolved: Cllr Skelton proposed the Fixed Assets Strategy be adopted by Full Council, seconded Cllr Kerry

Votes in favour: Unanimous

Motion Carried

Cllr Pryce requested it be noted by the Clerk and councillors that he challenges the resolution made for the decision against works offered to be made to the ground area of the war memorial and that 8 councillors would be submitting the required written request to the Clerk/Proper Officer to reconsider this item at the next Full Council meeting..

- c) Community & Leisure Committee update

No further update from the Community and Leisure Committee

- d) Annual Events Working Party update

Cllr Berriman requested volunteers to assist with the Platinum Jubilee event on Thursday 2 June between 5-10pm

- e) Finance Committee

It was agreed the next Finance meeting will be held on Tuesday 15th March in the Parish Centre St Stephen Suite at 7.30pm

- f) HR Committee

- i. Recommendation to agree the salary scale range for the newly created position of Finance & Admin Assistant to be recruited by the HR Committee and Clerk

Resolved: Cllr Kerry proposed agreement of the salary scale range for the newly created position of Finance & Admin Assistant and recruited by the

2122/091 Clerks Report- Correspondence

Emails circulated to Councillors

a) Space to be – Teenage wellbeing project

Action: Cllr Parry offered to respond to the enquiry

b) Land south of Chiswell Green Lane development consultation invitation

This will be a hybrid consultation taking place online and in-person. The centrepiece of our online consultation will be a new project website available at www.calaplanning.co.uk/chiswell-green. All plans will be displayed here from Friday 25th February. There will also be a live webinar with a presentation on the plans followed by a live Q+A on:

- **Tuesday 1st March: 6pm – 7pm**

To participate, please visit the project website to register for the webinar in advance. You will then receive an email with the link to use to join the event. Please note you must register in advance to participate in the webinar.

The team will also be hosting a face-to-face event at **Park Street Baptist Church - 2 Penn Rd, Park Street, St Albans AL2 2QF** at the following date and time:

- **Wednesday 2nd March: 3pm – 7pm**

Meeting closed at 9.06pm

Signed:

Date: