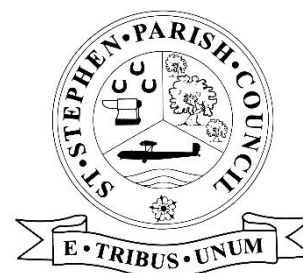


ST STEPHEN PARISH COUNCIL  
Bricket Wood, Chiswell Green and Park Street

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**Present:** Councillors:

Wendy Berriman                      Ajanta Hilton                      David Parry                      Bill Pryce (Chair)  
Eileen Whittaker

Co-opted Committee Members:

Chris Matson (PSRA)                      Barbara Vernon (PS Village Hall)                      Linda Crocker (BWRA)

Also present:

Isabel Crozier - Assistant Clerk, Sue Hake – Clerk, Cllr David Yates, Graham Wilson (St Stephen Gardens Club)

Minutes of the **Community & Leisure Committee meeting** held on  
**Thursday 11 January 2022 at 7.30am**  
Venue: **Virtual meeting via zoom.us**

2122/CL/042 To receive and accept apologies for absence

Apologies received and accepted from Dorothy Kerry, Brian Gibbard & Raj Kaur (CGRA)

2122/CL/043 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; and
  - c) To grant any requests for dispensation as appropriate
- None

2122/CL/044 To note the minutes of the last meeting of the Community and Leisure Committee, held on 4 Nov 2021, to be signed at the next in person meeting.  
Noted

2122/CL/045 Public Participation- To invite comment and questions from the public in accordance with the Public Speaking Policy.  
None

2122/CL/046 To consider an approach from the Gardening Club for an area to plant trees either for the Queen's Jubilee or as a remembrance garden for victims of Covid.  
Graham Wilson outlined the desire for St Stephens Gardening Club to plant up a publicly accessible area in the Parish with trees. They plan to include benches and ask people to sponsor trees. The committee suggested that the Gardening Club might want to take a lead role in the plans to create a Community Orchard at North Close Open Space.  
**ACTION:** Set up a Task and Finish Group to progress plan. Invite Cllrs Pryce, Berriman, Parry, co-opted members, Barbara Vernon, Brian Gibbard and Graham Wilson to an initial meeting. **IC**

- 2122/CL/047 To provide an update on previous agenda items and actions not mentioned later in the agenda:
- a) Woodbury Field  
Following a site meeting with a rep from HCC Highways, a possible location for a vehicular access to the field was identified, opposite Grassington Close. The Parish have in principle approval from the owner of the crossover land (Bricket Wood Common). Waiting on information from the Highways Officer as to the next steps depending on if it can be classed as a domestic crossover.
  - b) Community Energy Scheme  
Repowering cannot help as only working with London Communities. They suggested Sharenergy. It was agreed not to pursue this currently as it was not an immediate priority.
  - c) North Close community garden/orchard project  
As above, item 046
  - d) Commemorative benches and trees policy  
Cllrs Berriman and Whittaker have drafted a policy and will circulate for comments with the aim to adopt at the next meeting  
**ACTION:** Cllr Whittaker to share draft policy, initially with IC/SH and for it to be circulated for comments prior to the next meeting **EW/IC**
  - e) SADC Activity Park Scheme  
Cllr Parry attended the working party meeting and reported that their preferred venue was Verulamium Park.

- 2122/CL/048 To progress plans for Parish Survey  
Cllr Hilton has circulated first draft of a survey to Task and Finish Group members (AH, DP, WB, BG, IC). A meeting of this group has been set up to progress this.

- 2122/CL/049 To progress the formulation of a Communications Strategy  
This is needed to guide the Council on its communications, eg whether there is a newsletter or social media channels etc. A Task and Finish Group was set up but hasn't yet met. Members: Cllrs Hilton, Parry, Skelton, Tyndale, Yates.  
**ACTION:** Assistant Clerk to arrange for a meeting of this Group to start the process to create a Communications Strategy for the Council **IC**

- 2122/CL/050 To consider plans for the Queen's Platinum Jubilee  
Following attending a meeting of the St Albans and District Association of Local Councils, Cllr Parry reported that other councils were not planning big events due to restricted finances and fear of having to cancel.  
PSRA are planning a Vintage Gala on Park Street Rec. looking at booking vintage fairground stalls and having lines of tables for people to bring their picnics to eat together. This was planned for Friday 3 June but an announcement from the Palace indicated that street parties will be running on Sunday 5 June. PSRA wondering if this could be classed as a street party and therefore be better held on the Sunday. However, there may be cricket planned on this day, details from the league come out in March. It was felt that the Council could perhaps concentrate on supporting this event rather than having additional celebrations at Greenwood Park. Currently the Council plan to have a Beacon Lighting event at GWP on Thursday 2 June. Cllr Hilton reported that the CGRA were reluctant to organise an event but would support the Council with an event at GWP. BWRA planning an outdoor event with teas provided.

**ACTION:** to arrange a meeting of the Queens Jubilee Task and Finish Group (BP, DP, AH, LC, CM, BG) this month **IC**

2122/CL/051 Update from Residents Associations

BWRA supported St Lukes with the Christmas tree lighting event, providing mulled wine and mince pies on the day. The school organised a treasure hunt and the event was a great success. BWRA are meeting via zoom at present.

PSRA had a successful Christmas lights event at How Wood shops. In addition to Jubilee plans they are planning an AGM at the Village Hall on 1 April and to repeat the Easter Egg Hunt in April.

CGRA are meeting tomorrow.

2122/CL/052 Clerks Report

a) Approach from the Bricket Wood WI to plant a tree for the Queens Platinum Jubilee.

The Committee were in support of the WI planting a tree on Woodbury Field, provided it was a suitable native species and not going to need watering throughout the summer.

b) SADC are launching an online community lottery which will support local good causes. Breakdown of ticket price: 60% to good cause, 20% to prize pot and 20% for admin.

Date of Next meeting: Tuesday 8 March 2022

**Associated Task and Finish Groups:**

**Youth Projects Task and Finish Group**

Status: Active

Committee reports to: Community & Leisure

Cllrs Wendy Berriman  
Ajanta Hilton  
David Parry  
Mark Skelton

**Communications Task and Finish Group**

Status: Not met

Committee reports to: Community & Leisure

Cllrs Ajanta Hilton  
David Parry  
Mark Skelton  
Nicholas Tyndale  
David Yates (added Jan 22 at Community and Leisure)

**Parish Survey Task and Finish Group**

Status: Active

Committee reports to: Community & Leisure

Cllrs Ajanta Hilton  
David Parry

Wendy Berriman  
Co-opted Brian Gibbard

**Memorial Benches and Trees Policy Task and Finish Group**

Status: Active

Committee reports to: Community & Leisure

Cllrs Wendy Berriman  
Eileen Whittaker  
Dorothy Kerry

**North Close Orchard Project Task and Finish Group**

Status: New in January 22

Committee reports to: Community & Leisure

Cllrs Bill Pryce  
David Parry  
Wendy Berriman  
Co-opted Brian Gibbard  
Barbara Vernon  
Graham Wilson

**The Queens Platinum Jubilee Celebrations Task and Finish Group**

Status: Active

Committee reports to: Community & Leisure

Cllrs Ajanta Hilton  
David Parry  
Bill Pryce  
Wendy Berriman  
Co-opted Linda Crocker  
Chris Matson  
Brian Gibbard

**Annual Events Working Party**

Status: Active

Committee reports to: Community & Leisure

Cllrs Wendy Berriman  
Ajanta Hilton  
Dorothy Kerry  
Bill Pryce  
Eileen Whittaker