

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

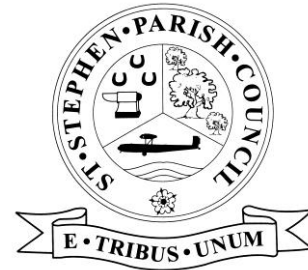
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Minutes of the Fixed Assets Committee meeting

held on **Thursday 3 March 2022 at 7.30pm**

Venue: St Stephens Suite, Parish Centre, Station Rd, Bricket Wood, AL2 3PJ

Present: Councillors Martin Doyle (Chair) David Parry Mark Skelton
Nicholas Tyndale David Yates

Also present: Isabel Crozier, Assistant Clerk (taking minutes and 5 members of the public)

- 2122/AC/046 To receive and accept apologies for absence
Apologies were received from Cllrs Pryce and Hilton
- 2122/AC/047 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
Cllr Yates disclosed a personal, non-pecuniary interest in item 2122/AC/052a in that his wife is treasurer of the Tennis Club. It was agreed that he would not take part in any vote on this item.
- 2122/AC/048 To approve the minutes of the Fixed Assets committee meeting held on 3 February 2022
Resolved: Cllr Parry proposed approving the minutes of the Fixed Assets Committee held on 3 February 2022, seconded Cllr Yates.
Votes in favour: unanimous **Motion Carried**
- 2122/AC/049 Public Participation - To invite comment and questions from the public in accordance with the Public Speaking Policy
Questions from the 5 members of the public had been submitted in advance of the meeting in line with the Public Speaking Policy.
Julie Johnson asked: *Where can I find the feasibility study and costing analysis for this work? What other sites have been considered for extra parking you feel is necessary for football and events? Why not use North Close site for the overflow parking, maintenance depot and community orchard as this would save cutting down the large tree and ease congestion to the Park entrance? How will the parish council pay for this or is it being funded from elsewhere? There are much cheaper options for extra parking than the one you seem to have decided on and I would like to see the details of what led you to this decision?*

Mr Chris Holliss asked: *Please clarify the application to move. Is this application to the District / County Council or is this the application to the Secretary of State to change this sites status from Statutory allotments as per the Allotment Act 1925 so that the additional car parking can be built as per your Fixed Asset Strategy plan. If this application is not the later then when was the application to the Secretary of State issued?*

I would like to place a formal objection to any applications being entered to them to change the status of this allotment site or any move possible move without full consultation and agreement with the present allotment tenants at the site stipulated.

There doesn't seem to be any survey data to go along with your Fixed Asset Strategy plan. The survey data mentioned within the minutes of previous meetings is not to be

ready until March 2022 as upon your website and so how did you come up with your strategy for the community centre, Pavilion and the additional car parking required?

Mr Adrian Ruffhead asked: *In the email of 21.2.22 there was a reference made to a planning application for the closure of the Greenwood Park allotments. Can you give me the reference number, the date it was submitted and to whom?*

Was a survey taken regarding the closure of the allotments, in which case what were the results of the survey and when can allotment holders see a copy? I would like to register my very, very strong objection to this plan.

Mr David Rankine asked: *Have you applied to the Secretary of State for permission to move the allotments and are you passing on objections raised to date? What is the number of additional car parking spaces that you consider that you require?*

Have you considered alternative schemes which do not require removal of the allotment site for use as additional parking, maintenance, storage and administration facilities, eg schemes submitted recently to your Council by myself and others?

Cllr Doyle explained that the Committee were not going to answer these questions at this meeting as there was a meeting arranged for the 24 March at which the Council would try to answer these questions. It was confirmed that the council had consulted with the National Allotment Society, in advance of any application being submitted to the Secretary of State.

Mr Holliss explained that a few of the allotment holders thought they had been issued with the 12 months' notice already and requested that correspondence be made clearer. He pointed out that it was better to wait until the consultation on 24 March. Cllr Parry pointed out that at the meeting the Council would consult the allotment holders on the set up of the new allotment site and it would not be a consultation on the wider strategy.

2122/AC/050

Update on previous actions not mentioned later in the agenda

a) Park Street Sign restoration

This had been delayed and would now be lifted out next week, remain in the Barn to be restored for approximately three weeks and re-installed

b) Street Furniture Audit

The Grounds Staff have visited the sites of 26 benches that the Parish Council installed on highway verges throughout the parish. This is being written up and works will be costed and prioritised. Many of the benches are in need of repair, removal or replacement. A report will be submitted to a future Fixed Assets Committee to consider works and funding.

c) Devolvement of assets

Still awaiting Heads of Terms from St Albans District Council

Action: Clerk to follow up with SADC

SH

d) Play equipment works

Contractors have started work at Greenwood Park play area, replacing the seesaw and laying wet pour surface under the Blox and Boo Peep. They will move onto Park Street Rec to replace the roundabout and lay a tarmac path.

e) Plumbing works in all buildings

The chemical treatment has been completed at the Parish Centre and will be carried out at the Community Centre and Park Street Pavilion on Monday. The Legionella Risk Assessment works have been completed at the Parish Centre and Community Centre and will be completed at the GWP Pavilion later this month.

f) Fire detection works contract

Quotes for installing a new wireless fire detection system at the Community Centre and the GWP Pavilion were requested from three companies. One company declined to quote. Two quotes were considered by the Committee

Resolved: Cllr Parry proposed that the Council agree to proceed with lower of the two

quotes, at £12,514 inc VAT for the two new wireless fire detection systems to be installed at the Community Centre and the Pavilion at Greenwood Park, seconded by Cllr Yates.
Votes in favour: unanimous **Motion Carried**

- 2122/AC/051 Update on Fixed Assets Strategy and to agree next steps
a) Application to move the Tippendell Lane Allotments
There is a meeting arranged for 24 March to discuss plans with allotment holders
b) Next steps to move forward with the plans for Greenwood Park Community Centre and Pavilion improvements
Action: Cllr Parry to draft a brief in order to get quotes for a consultant to undertake a planning exercise. **DP**
- 2122/AC/052 Greenwood Park Community Centre and Pavilion
a) Request from tennis club to replace tennis court fencing
The Council received a request to consider replacing the chain link fencing around the courts, which the Council own and maintain. If this were replaced with weld mesh of type found around MUGAs this would enable the club to fix windbreaks, allowing greater use of the courts in windy conditions. There would also be a reduction in staff time for maintenance of the chain link fence. The Committee felt that this would not be suitable for S106 funding as the criteria for this is new facilities/usage. They felt that as the Tennis Club was a commercial enterprise they should fund it themselves. The estimated cost of the fencing would be £30,000.
Action: Assistant Clerk to investigate our responsibilities regards the maintenance of the site at the Tennis Club **IC**
- 2122/AC/053 Parish Centre
a) Impact from development works to QEQM Centre next door
Demolition is planned to start the week commencing 21 March. They will be erecting a hoarding and digging up the access road to disconnect the electricity to the building.
b) Application for vehicular access off Smug Oak Lane to the Parish Centre car park
Action: Cllr Parry to progress making an application to SADC for a vehicular access
- 2122/AC/054 Park Street Pavilion
a) Update on barrier
This should be completed by the end of March.
- 2122/AC/055 Woodbury Field
a) Application for vehicular access
An application has been submitted to Highways for an access for maintenance vehicles to be sited opposite Grassington Crescent. Two residents have raised concerns and the Council have agreed to fence up to the vehicle barrier to prevent it being a pedestrian access.
- 2122/AC/056 Agreement on proposed sites for the allocation of S106 monies in relation to the planning application for up to 95 dwellings on Land Between Caravan Site and Watling Street Park Street ref 5/2022/0267
Resolved: Cllr Tyndale proposed that Park Street Pavilion is nominated for Leisure Facilities and that Park Street Recreation Ground is nominated for both Play Facilities and Open Spaces, seconded by Cllr Parry
Votes in favour: unanimous **Motion Carried**

The meeting closed at 8.25pm

Chair:

Date: