

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

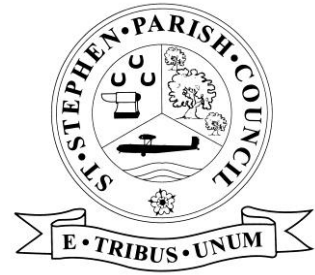
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of Full Council Meeting

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

Present: Councillors

Wendy Berriman

David Brannen

Martin Doyle

Ajanta Hilton

David Parry

Bill Pryce

Mark Skelton

Nicholas Tyndale

Eileen Whittaker

David Yates

Also present: Sue Hake, Clerk, Isabel Crozier, Assistant Clerk

2122/092 To receive and accept apologies for absence

Cllrs Dorothy Kerry, Daniel Spelman,
District Cllrs Sue Featherstone, Aaron Jacob

2122/093 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

No declarations received

2122/094 To confirm the minutes of the Full Council meeting held on 17 February 2022 to be agreed and signed

Resolved: Cllr Brannen proposed confirmation of the Full Council 17 February 22 minutes to be signed, seconded Cllr Berriman

Votes in favour: Unanimous

Motion Carried

2122/095 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

No public participation

2122/096 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

None received

2122/097 Update on previous actions not mentioned later in the agenda

No updates

2122/098 Motion requested to reconsider item 2122/AC/44 to discuss proposal for paving works at the war memorial

Following support in writing from the required number of councillors, it has been requested to reconsider Asset Committee meeting item 2122/AC/044 to discuss proposals for expanding the paving area at the War Memorial by a local developer free of charge

Cllr Parry explained the required process for submitting written request to the Proper Officer to reconsider items and confirmed his agreement with the Clerk for this item to be included on this agenda.

Cllr Pryce explained the background to the Council that a developer has offered to do works at the War Memorial free of charge and referred to S139 of the Local Government Act 1972

for the acceptance of gifts and property for the benefits of the community. He further confirmed the developer had been informed should the offer be accepted, it will have no bearing on future planning decisions of the Council.

The subject was extensively discussed

Resolved Cllr Pryce proposed the detail of the works be taken to Fixed Assets for approval, seconded Cllr Brannen.

Votes: in favour: 5, 3 Against, 2 Abstained

Motion Carried

Resolved: Cllr Pryce proposed the principal for the details of the works go to Fixed Assets for approval and the decision taken by the fixed Asset committee should be reversed and the work for the War Memorial acceptance be agreed in principal, seconded Cllr Whittaker

Votes requested to be recorded

Cllr Berriman, In Favour

Cllr Whittaker, In Favour

Cllr Pryce, In Favour

Cllr Hilton, Against

Cllr Yates, Against

Cllr Tyndale, Abstained

Cllr Doyle, Against

Cllr Brannen, In Favour

Cllr Skelton, Abstained

Cllr Parry, Against

As the vote In Favour and Against are the same

Cllr Parry used his casting vote Against

Motion not supported

Future Actions agreed without a vote.

Policy on how to deal with future offers to the Full Council in the Standing Orders should be included in the next review.

The Council should record and include a record of all gifts received on its website.

The War Memorial to be included on the Assets register.

2122/099 Reports: Finance, Policy and Resources

- a) To note lists of February B 2022 payments and March A (authorised by two members of the Finance Committee)
Noted
- b) To agree the amount up to £3k to come from reserves to cover unbudgeted additional spend on the Platinum Jubilee celebration
Resolved: Cllr Parry proposed agreement of up to £3k to come from reserves to cover unbudgeted spend on the Platinum Jubilee Celebration, seconded Cllr Hilton
Votes in favour: Unanimous **Motion Carried**
- c) To confirm the request from Fixed assets to agree the expenditure up to £12,514 including VAT for Greenwood Park CC and Pavilion Fire detection works to come from a combination of the Health and Safety budget and up to £8k reserves
Resolved: Cllr Pryce proposed confirmation for the request to agree the expenditure up to £12,514 including VAT for Greenwood Park CC and Pavilion Fire detection works from a combination of the H&S budget and up to £8 reserves, seconded Cllr Parry
Votes in favour: Unanimous **Motion Carried**
- d) To review and adopt the Memorial policy
Resolved: Cllr Whittaker proposed the adoption of the policy and change of name from Memorial to Commemorative Policy, seconded Cllr Berriman
Votes in favour: Unanimous **Motion Carried**
- e) To note the draft Parish Survey questions
Noted
- f) To agree the request from Park Street Residents association for adoption of the How Wood defibrillator on installation
Resolved: Cllr Pryce proposed agreement for adoption of the How Wood defibrillator on installation, seconded Cllr Skelton
Votes in favour: Unanimous **Motion Carried**

- g) To note Budget Reports
Noted, and expressed disappointment about St Albans District Council not moving on clawing back the Full Rate relief given to the Parish Council in 2020-21
- h) Communication-To agree actions to develop a Communication strategy and policy
Action: Communications steering group to include Cllrs Parry, Skelton, Hilton, Yates, Tyndale, Clerk and Assistant Clerk to meet on 28 April
Votes in favour: Unanimous **Motion Carried**
- i) To agree request from Neighbourhood Plan Steering Group for an amount up to £5K from reserves for a publicity campaign to encourage residents to participate in the referendum to adopt the Neighbourhood Plan in May 22
Resolved: Cllr Pryce proposed agreement for up to £5k to come from reserves for a publicity campaign to encourage residents to participate in the referendum to adopt the Neighbourhood Plan in May 22, seconded Cllr Parry
- j) Standing Orders - To establish a group to review and identify amendments to be adopted at the council meeting in May 22
Resolved: Cllr Parry proposed a group be formed to work on this, seconded Cllr Pryce
Votes in favour: Unanimous **Motion Carried**

2122/100 To review and agree any amendments for the Calendar Meeting dates for 2022/23

No further amendments made

2122/101 To note minutes from the Council's Committees

- a) Planning & Environment Committee-to be circulated
- b) Fixed Asset Committee-to be circulated
- c) Community & Leisure Committee – to be circulated
- d) Annual Events Working Party update - Armed forces change of date & venue TO 3 July to be held at the Parish centre
- e) Finance Committee – to be circulated
- f) HR Committee
 - i. Recruitment update -Finance and Administrative interview candidates shortlisted to be interviewed 29 March 22

2122/102 Clerks Report-

The Clerk has received an e-mail from a family who will be taking Ukraine refugees requesting information of where to obtain support for them

The Clerk was advised to contact the chair of trustees of **St Albans** for Refugees (StAR) and continue to check Herts County Council website for updates.

The bookings manager has requested a policy change to incorporate fund raising events

Action: Fund raising policy to be allocated via the Community and Leisure committee grant for facilities in the community to be circulated by e-mail and ratified by Full Council

Meeting closed at 9.27pm