

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

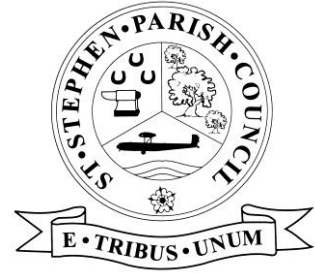
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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2To: Councillors

Wendy Berriman

David Brannen

Martin Doyle

Ajanta Hilton

Dorothy Kerry

David Parry

Mark Skelton

Daniel Spelman

Bill Pryce

Nicholas Tyndale

David Yates

Eileen Whittaker

You are summoned to attend a

Full Council Meeting

To take place on **Tuesday 27 September** at **7.30pm**

Venue: Parish Centre, St Stephen Suite, Station Road, Bricket Wood, Herts, **AL2 3PJ**

Sue Hake, Clerk

21 September 2022

The public are welcome to join this meeting. Whilst the Government has relaxed COVID regulations, all authorities are advised to hold meetings whilst acting cautiously. In order to ensure that we can still hold meetings with due care, if you would like to join us, please email our clerk to advise of your attendance: clerk@ststephen-pc.gov.uk

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

AGENDA

2223/066 In Memoriam – Chair

2223/067 To receive and accept apologies for absence

2223/068 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

2223/069 To agree the minutes of the Full Council meetings held on 21 July 2022 and extraordinary meeting 9 August 2022 to be agreed and signed

2223/070 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

2223/071 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

To invite St Stephen Parish Councillors to briefly update on Parish related items

2223/072 Update on previous actions not mentioned later in the agenda

2223/073 Reports: Finance, Policy and Resources

- a) To confirm list of July, August and September A payments

- b) To agree payroll provider provision commencing October 22
- c) To consider Grant application from Park Street Residents Association for Halloween
- d) To agree IAC Internal Auditor fees and continuation
- e) To consider subscribing to Communities 1st at a cost of £100 per annum

2223/074 Recommendation: To agree Heads of Terms for the asset transfer of Woodbury Field subject to agreement of transfer of wayleave
Recommendation: To agree Heads of Terms for the asset transfer of Park Street Pavilion and Recreation Ground

2223/075 To discuss supporting a draft project developed by London Colney Parish Council's Rights of Way working group. The plan (circulated) looks at a vision to improve cycling and walking routes through the villages which include SSPC areas

2223/076 To agree a process to facilitate the 'call in' of planning applications given the changes from 1 August 2022 from SADC planning policy, where a parish council can be one of the three parties to call in. This procedure would be relevant if timing falls outside a scheduled planning or full council committee meeting.

2223/077 To agree a process for communication of Parish updates via Facebook & website on a bi-weekly basis

2223/078 To agree the purchase of a Marquee for the Parish Council

2223/079 To consider options for assisting our Community over the winter months ie warm space/hot lunches

2223/080 To consider running a car boot sale at the Parish Centre this Autumn

2223/081 To consider running a music/art festival in 2023

2223/082 To note minutes and note and agree recommendations from the Council's Committees

- a) Planning & Environment Committee
To consider and adopt changes to Planning & Environment Committee Terms of Reference
- b) HR Committee
To confirm the recruitment of Amanda Feron to the post of Assistant Clerk
- c) Communities & Leisure Committee-postponed to 20th September 22
- d) Annual Events working group
Recommendation: To consider and agree confirmation of events that will be run by the Council in the budget year 2022/23 & 23-24
- e) Assets Committee
To consider whether to offer free rent for newly occupied allotment plots at Tippendell Lane
- f) To receive an update on the receipt of Tenders to commission a consultant to undertake an options study for Greenwood Park and agreed actions.
- g) To receive an update and proposal for the use of additional S106 funding for Woodbury Field

2223/083 Clerk's Report

Reminder for Budget items to be considered by all Committees for 2023-23