

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

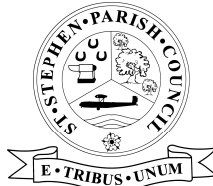
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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To: 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 **Thursday 15 December at 7.30pm**

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

*Sue Hake*

Sue Hake, Clerk

9 December 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 prior to the day of the meeting to advise of your attendance: [clerk@ststephen-pc.gov.uk](mailto: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

**2223/0107 To receive and accept apologies for absence**

**2223/108 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

**2223/109 To agree the minutes of the Full Council meeting held on 17 November 2022**

**2223/110 Public Participation – to receive petitions, comments and questions**

To welcome public participation in accordance with the Public Speaking Policy

**2223/111 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

**2223/112 To discuss the proposal for offering a vacant allotment to Grow Chiswell Green.**

Assistant Clerks Allotment Waiting List Report attached.

**2223/113 Update on previous actions not mentioned later in the agenda**

- a. 2223/082g Senior Groundsperson to request image of Woodbury Field Phase one play equipment for a banner to be created to inform the community
- b. **2223/092 Rail Freight Interchange**
- c. **Action: Cllr Pryce to draft letter to strongly object HCC sale of land**
- d. **2223/093 To consider and agree actions for the request to install a hearing loop at Greenwood Park Community Centre**  
**Action:** Clerk to request updated costs and obtain confirmation relocation of hearing loop would be possible if required
- e. **2223/106 Parking enforcement feedback**

**2223/114 Reports: Finance, Policy and Resources**

- a) To note list November (b) and December(a) payments authorised by Finance Committee Members
- b) To consider and agree any grant/discount applications
  - i. Abfly grant
- c) Recommendation to approve Field Aeration quote for £14,000 plus VAT to drain Woodbury Field
- d) Recommendation to approve quote for Tree Works £15,140 plus VAT
- e) Recommendation to approve Greenwood Park carpark quote £999.00 plus VAT
- f) To approve Financial Risk Assessment and Statement of Internal Control
- g) To note Budget to Actual report and consider budget estimates from committees/working groups in addition to proposal of machinery items

**2223/115 To approve recommendation of the Fixed Asset Committee's group to appoint Vendor C, subject to detailed project scoping and cost finalisation, and to delegate authority to the Fixed Assets Committee to proceed with that work.**

**2223/116 To consider and agree hire rates for 2023/24 financial year**

**2223/116 To note minutes and note and agree recommendations from the Council's Committees**

- a) Planning & Environment Committee
- b) Annual Events working group
  - i. To consider suggestions and budget for Coronation Celebration 6 May 2023
- c) Finance Committee

**2223/117 Clerk's Report**

- a) Elections May 2023
- b) To receive update on Woodbury Field Play equipment funding and Park Street play area grant application