## ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD ST ALBANS HERTS AL2 3PJ Tel: 01923 681443 Email: <u>clerk@ststephen-pc.gov.uk</u> Web: <u>www.ststephen-pc.gov.uk</u>



## Minutes of Fixed Assets Committee meeting held on Thursday 24 November 2022 at 7.30pm

at St Stephen Suite, Parish Centre, Station Rd, Bricket Wood, AL2 3PJ

Present: Councillors	Martin Doyle,	David Parry
	Bill Pryce	Mark Skelton
	Nicholas Tyndale	David Yates

Also present: Sue Hake, Clerk Amanda Feron, Assistant Clerk Matt Huddleston, Senior Grounds person Three members of the public

2223/AC/061	To receive and accept apologies for absence None received	
2223/AC/062	<ul> <li>Declarations of interest and dispensations</li> <li>a) To receive declarations of interest from Councillors on items on the agenda</li> <li>b) To receive written requests for dispensations for declarable interests; and</li> <li>c) To grant any requests for dispensation as appropriate</li> <li>None received</li> </ul>	
2223/AC/063	To approve the minutes of the Fixed Assets committee 2022 Resolved: Cllr Doyle proposed approval of the Fixed As 2022. Seconded Cllr Pryce Votes: For, unanimous	
2223/AC/064	Public Participation - To invite comment and questic accordance with the Public Speaking Policy No members of public requested to speak at this time.	ons from the public in
2223/AC/065	Follow up on previous action not included in the age d) Item carried forward from previous meeting 2223/ Cllr Parry to prepare a proposal for the Woodbury Field requested from the Leisure Facilities S106 funding, Seni Cllr Parry in reference to increased prices. Project proposal to be submitted to the Officer at St Alba followed by three District Ward Councillors' approval of to Officer.	AC/057 and 37 project stating the amount to be ior Grounds person to liaise with ans District Council and to be
2223/AC/066	Update on Hanstead Wood transfer and log cabin S1 Cllr Parry to brief Cllr Hilton about fund allocation process Clerk to pursue Bovis Vistry weekly for progress about for	SS.
2223/AC/067	To review/amend the Strategic plan and agree Budge from previous meeting. Deferred	et needs from 2023-26 deferred
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2223/AC/068	<ul> <li>Parish Centre         <ul> <li>a) To consider and agree quotes for completion of Parish Centre Building Survey Update on quotes for building survey Quote a: £800 plus VAT Quote b: £2,000 plus VAT Recommend quote a. Report attached.</li> </ul> </li> <li>Resolved: Cllr Parry proposed inviting Quote a to undertake building survey.</li> </ul>		
	Seconded: Cllr Doyle Votes: For, unanimous Moti	ion Carried	
	b) Update on CIIr Parry to assist Clerk with the completion of the pla application for alternative access to the car park at the Parish CIIr Parry to give update at next Fixed Asset Committee meeting on 2 <sup>nd</sup> F 2023.	Centre	
2223/AC/069	To consider and agree S106 priorities and allocation of projects linked to the Strategic Plan deferred from previous meeting. Deferred.		
2223/AC/070	Update on Woodbury Field works Senior Grounds person confirmed temporary fencing has been installed. Senior Grounds person and Assistant Clerk liaising with HCC to clear Wood ditch and Lye Lane ditch and to arrange traffic management for road closure Action: Senior Grounds person to obtain quote of a borehole for discharge.	).	
2223/AC/071	Discuss and agree actions for tenders for option study and agree recommendation to Full Council Discussed at previous meeting		
223/AC/072	<b>To discuss feedback from Building and Site Inspections</b> Report attached. Senior Grounds Person to cost repairs to top car park at Greenwood Park.		
2223/AC/073	<b>To review options for drainage for the gardening club.</b> Cllr Parry suggested that a long-term solution could involve liaising with Friends of Hanstead Wood to improve the ditch with the help of the Parish Council. Senior Grounds Person to look into options and report back.		
2223/AC/074	<ul> <li>Clerks report-</li> <li>a) Update on Chiswell Green Clock repair and maintenance Clerk to chase and arrange date for site visit before next Fixed Asset me</li> <li>b) Update on new recycled plastic bench installations. Three new benches are now in place, one in each of the villages and plate memorial plaques in place.</li> <li>c) Update on Heads of Terms Clerk in process of obtaining quotes</li> <li>d) Hearing Loop at Greenwood Park Quotes. Clerk confirmed quote being pursued</li> <li>e) Sports and Social Club lease Clerk in process of obtaining quotes.</li> <li>f) Update on grant funding from Tarmac Landfill Communities for Par Area Clerk reported looking favourable but awaiting documentation confirmation</li> </ul>	aques k Street Play	

Signed:

Date: