

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

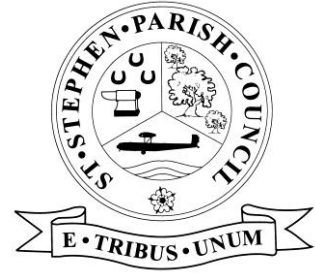
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## Minutes of Full Council Meeting

held on **Thursday 19 January at 7.30pm**

at the Parish Centre, St Stephen Suite, Station Road, Bricket Wood, Herts, **AL2 3PJ**

### Present: Councillors

Wendy Berriman

Martin Doyle

Ajanta Hilton

Dorothy Kerry

David Parry

Mark Skelton

Bill Pryce

Nicholas Tyndale

David Yates

Eileen Whittaker

Also Present, Sue Hake, Clerk

One member of public

### 2223/118 To receive and accept apologies for absence

Apologies received from Cllr Spelman

### 2223/119 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

None received

### 2223/120 To agree the minutes of the Full Council meeting held on 15 December 2022

**Resolved:** Cllr Skelton proposed agreement of the minutes of the Full Council meeting held on 15 December 2022 to be signed, seconded by Cllr Berriman

**Votes:** Unanimous

**Motion Carried**

### 2223/121 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

No members of the public wished to speak

### 2223/122 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

### 2223/123 To discuss and confirm the proposal for offering a plot adjacent to Watford Road Allotments to Grow Chiswell Green.

**Resolved:** Cllr Parry proposed the plot area adjacent to Watford Rd Allotments and an Image presentation be made at the next Full Council meeting, seconded Cllr Whittaker

**Votes:** Unanimous

**Motion Carried**

**Action:** Assistant Clerk/Clerk to request presentation to be made at the next Full Council meeting

### 2223/124 Update on previous actions not mentioned later in the agenda

- a. 2223/112 Cllrs to discuss identifying a suitable location for Community Garden with the Senior Groundsperson- proposed location adjacent to Watford Rd Allotments and Butterfly chalk area

**Resolved:** Cllr Parry proposed agreement for the location and Grow Chiswell Green to provide a presentation at the next Full Council meeting, seconded Cllr Whittaker

**Votes:** For, Unanimous

**Motion Carried**

**Action:** Grow Chiswell Green to be asked to provide a presentation at the next Full Council meeting and an agreement to be drafted.

**b. 2223/113 b Rail Freight**

**Action,** Clerk to contact London Colney, Aldenham and Sopwell- Actioned

**Action** Meeting held on 8 January at Greenwood Park Community Centre-Actioned

Following a recent meeting Cllr Parry confirmed the local group formed to object to the Rail Freight Terminal are planning to put an FOI to HCC to obtain further information to enable them to ascertain if the HCC decision can be challenged.

It was noted that no fund raising is apparent to support this at present.

**c. 2223/116 Action:** AEWP to circulate report to Full Council-Report circulated

**2223/125 Reports: Finance, Policy and Resources**

a) To note list December (b) and January (a) payments authorised by Finance Committee Members

Noted

b) To note Direct Debit payments to 31 December 22

Noted

c) To consider and agree any grant/discount applications

i. Abfly grant

Deferred-not received

d) **Recommendation** to approve Financial Risk Assessment and Statement of Internal Control

**Resolved:** Cllr Kerry proposed approval of the Financial Risk Assessment and statement of Internal Control, seconded Cllr Parry

**Votes:** For, Unanimous

**Motion Carried**

**2223/126 Recommendation** To approve the 2023-24 budget requiring a Precept of £666,070 with £15,000 to be used for community funding from reserves. This will equate to a 5% increase based on the annual band D Council tax to £97.59 that equates to an annual increase of £4.65 or 9pence per week

**Resolved:** Cllr Kerry proposed approval of the budget 2023-24 and 5% increase to the Band D Council tax of £4.65 per annum or 9p per week to £97.59 per year and make the total Precept of £666,070, seconded Cllr Whittaker

**Votes:** For 9, Abstain 1

**Motion Carried**

**2223/127 To agree the Parish Centre survey report schedule of works**

**Resolved:** Cllr Skelton proposed agreement for the delegation to the Fixed Assets Committee to oversee the schedule of works at the next meeting, seconded Cllr Hilton

**Votes:** For, Unanimous

**Motion Carried**

**2223/128 To consider and agree report options for the Tree at Greenwood Park Community Centre**

**Resolved:** Cllr Pryce proposed a barrier is put in place with immediate effect, surrounding the wall and ramp with notices to explain the danger prior to the removal of the tree concerned and to delegate the decision of works on the ramp and steps to be made for the safe access and egress by the Fixed Asset Committee, Seconded Cllr Tyndale

**Votes:** For, Unanimous

**Motion Carried**

**2223/129 To receive an update on the consultation of the contractor for Greenwood Park.**

Cllr Skelton confirmed the meeting with the preferred contractor for the proposal and agreed to proceed with the offer of the appointment, arrangement of a first meeting and request for the contractor to attend a Full Council meeting for them to present their initial plans with Councillors

**2223/130 To note minutes and note and agree recommendations from the Council's Committees**

- a) Planning & Environment Committee  
To consider the planning application appeal and agree actions  
Cllr Yates gave feedback on the Oakwood Rd application and about an apparent change of legal advise in reference to the HCC Rail Freight Terminal land sale
- b) Annual Events working group- Report circulated
- c) Community & Leisure-for circulation
- d) Finance Committee-for circulation

**2223/131 Clerk's Report**

- a) To receive update on Woodbury Field and Park Street Play Area  
Following a meeting with the contractor the play equipment is expected to be installed between mid March to Mid April. Drainage works are in the process of being completed
- b) Internal Audit visit feedback  
The Clerk confirmed the audit has taken place and the report will be circulated to Full Council
- c) Civility and Respect Statement  
The Clerk shared the statement that is widely being adopted by Council's across the Country that will be looked into for adoption by the Council
- d) SADALC feedback  
Cllr Parry gave verbal feedback on the SADALC meeting and explained the concerns raised in relation to the boundary change for Colney Heath
- e) The Clerk has been asked to share the concerns raised following a survey made on the Shutter.  
**Action:** Assistant Clerk take the shutter report to the next Fixed Asset meeting and seek a second opinion on the report.

The meeting closed at 8.58pm