

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

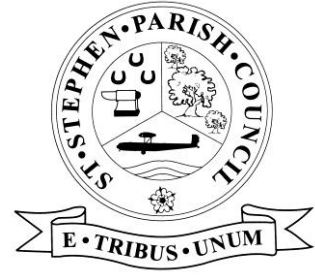
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## Minutes of the Full Council Meeting

held on Thursday 15 December at 7.30pm

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

### Present: Councillors

Wendy Berriman

Nicholas Tyndale

David Parry

David Yates

Mark Skelton

### Also present:

Sue Hake, Clerk

District Councillors, Giles Fry & Nuala Webb

### 2223/107 To receive and accept apologies for absence

The Clerk confirmed apologies received from Cllrs Brannen, Doyle, Hilton, Kerry, Spelman, Pryce and Whittaker

**2223/107a** In the absence of Cllrs Pryce and Hilton, Cllr Berriman was nominated to Chair the meeting

**Votes:** For, Unanimous

**Motion Carried**

### 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

None received

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

**Resolved:** Cllr Yates agreed the minutes of the Full Council meeting held on 17 November subject to additional amendment, seconded Cllr Tyndale

**Resolved:** For, Unanimous

**Motion Carried**

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

To welcome public participation in accordance with the Public Speaking Policy  
None

### 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  
Cllr Webb and Fry gave a verbal updates on work being progressed in the Parish including planning application objections, the Butterfly World notice of eviction commenced, Gritting in the Parish, housing issues, Harper lane flooding issues and accidents, and Links with the issue of the Rail Freight Terminal

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

Assistant Clerks Allotment Waiting List Report attached.

It was agreed not to use the allotment area and for a discussion to be held to identify a suitable location in GWP with the Senior Groundsperson for the Community involvement scheme

**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.

Banner made and to be erected

- b. **2223/092 Rail Freight Interchange**

**Action:** Cllr Pryce to draft letter to strongly object HCC sale of land

It was noted this has been completed

District Cllr Webb reported HCC have voted in favour of selling the land there were 6 speakers at the HCC meeting including Daisy Cooper, Cllr Webb and the Clerk from London Colney and 3 speakers from HCC

It was noted a similar site based in Northampton that is about 2 years ahead of the local site will not have a rail link after HS2 and have applied to remove conditions and permit letting of large warehouses

Daisy Cooper has requested the legal advice for the sale of the land be published. A petition has reached 1000 people

If the Rail Freight Terminal goes ahead, building works will commence March 23

There will be a public meeting on 8 January at Greenwood Park community Centre from 2-4pm for open discussion.

Cllr Yates stated the only thing that can stop this is a judicial review on the basis on the HCC decision to sell the land to come from the District Council legal department, Parish Council or Protest group advised to be under an environmental banner

**Action:** Clerk to contact London Colney, Aldenham/Radlett and Sopwell, Cllr Parry to raise through SADALC

Facebook

Website

**Resolved:** Cllr Skelton proposes we waive the fee for the hire of the hall, seconded Cllr Parry

**Votes:** For, Unanimous

**Motion Carried**

Cllr Parry suggested the District Council reps for the area highlight the concern to raise a judicial review and include Daisy Cooper

**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

It was noted the supplier has suggested deferring until the plans for changes to the building are confirmed

- c. **2223/106 Parking enforcement feedback**

The Officer is unable to provide feedback due to work pressures at present

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

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

Noted

- b) To consider and agree any grant/discount applications
  - i. Abfly grant  
Defer as not received
- c) Recommendation to approve Field Aeration quote for £14,000 plus VAT to drain Woodbury Field  
**Resolved:** Cllr Parry proposed approval of the Field Aeration quote for £14000 plus VAT to Woodbury Field, seconded Cllr Skelton  
**Votes:** For, Unanimous **Motion Carried**
- d) Recommendation to approve quote for Tree Works £15,140 plus VAT  
 Both local company and know to be reliable  
**Resolved:** Councillor Yates proposed approval of £15,140 noting the contractor is from the Parish, seconded Cllr Parry  
**Votes:** For, Unanimous **Motion Carried**
- e) Recommendation to approve Greenwood Park carpark quote £999.00 plus VAT  
**Resolved:** Councillor Pryce proposed approval carpark quote £999 + VAT seconded Cllr Tyndale  
**Votes:** For, Unanimous **Motion Carried**
- f) To approve Financial Risk Assessment and Statement of Internal Control  
**Action:** Additional items to be included to be made
- 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.**

**Resolved:** Cllr Skelton proposed approval 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 and the decision of appointment or not to be made by the end of January, seconded Cllr Berriman

**Votes:** For 4, Abstained 1

**Motion Carried**

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

**Resolved:** Cllr Skelton proposed 5% increase on regular hire fees and 10% on function charges, seconded Cllr Tyndale

**Votes:** For, unanimous

**Motion Carried**

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

- a) Planning & Environment Committee

No meeting held DY has spoken on one application by Carla homes that has been refused

DP proposes the meeting is held in January with item to discuss planning committee with a formal invite to District Councillors are invited

- b) Annual Events working group

- i. To consider suggestions and budget for Coronation Celebration 6 May 2023

AEWP to hold meeting early in January.

**Action:** AEWP Report to be circulated for agreement of all details

**Action:** Cllr Parry requested all working parties ensure minutes are circulated to all councillors

The organisation of Remembrance Day is specific to individual councillors and

that a plan is in place that can be shared that considers and includes road traffic safety management

Cllr Yates raised concern that bookings are being made without formal approval at Full Council

c) Finance Committee

Noted

### **2223/117 Clerk's Report**

a) Elections May 2023

St Albans District Council will circulate the schedule of dates for nominations in the new year

b) To receive update on Woodbury Field Play equipment funding and Park Street play area grant application

The crossover and dropped kerb to provide access to the field have been completed. Significant drainage works are required and planned to be completed on the field as soon as possible aswell as urgent ditch clearance works

Section 106 funding has been confirmed for the play equipment that will take approximately 12-14 weeks for delivery and subsequent installation

The grant for the improvements to the Park Street play area equipment and subsequent installation has been indicated will be successful. However, this requires formal confirmation before any progress can be made in reference to pursuing the purchase and installation of the play equipment

Signed:

Date: