

# 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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## Minutes of Full Council Meeting

Held on **Thursday 20 October at 7.30pm**

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

### Present: Councillors

Wendy Berriman

David Brannen

Ajanta Hilton

David Parry

Bill Pryce

Nicholas Tyndale-from item 088

David Yates

Eileen Whittaker

Also present: Sue Hake, Clerk

5 members of public

District Councillors Giles Fry and Nualla Webb

### 2223/084 To receive and accept apologies for absence

Apologies received from Cllrs Kerry, Spelman, Doyle, Skelton and Tyndale who is expecting to arrive late.

Apologies received from County Councillor Nash

### 2223/085 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**

### 2223/086 To agree the minutes of the Full Council meeting held on 27 September 2022

**Resolved:** Cllr Yates proposed agreement of the minutes to be signed, seconded

Cllr Hilton

**Votes** For 6, 1 Abstained as not present

**Motion Carried**

### 2223/087 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

- a) One member of public discussed progress with booking items for the planned Armed Forces Day
- b) Cllr Pryce provided response to questions previously supplied to state
  - Q. Query In reference to Greenwood Park allotments query
  - A. The Fixed Asset committee have advertised the options study on Contract finder and received tenders and subsequently met to discuss tenders which are currently being evaluated and a scoring template completed.
  - Q. Request for Update on the Midway surgery enquiry
  - A. Cllrs Pryce and Skelton are meeting with the surgery on 25 November to hear what they would like to discuss.
  - Q. What is happening at The Noke Hotel
  - A. The hotel is being used to home migrants at present
  - Q. How does someone become a Parish Councillor
  - A. These positions will be open for election in May 2023

**2223/088 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

District Cllr Fry reported on items being worked on in the Parish

District Cllr Webb also reported on items being dealt with in the Parish

Cllr Tyndale arrived at this point

Cllr Parry reported the Community Rail partnership will provide printed rail timetables and distribute these, later trains and reducing day time services to hourly and will return to being entirely trains.

Cllr Parry requested members of public questions be recorded on the minutes

**2223/089 Update on previous actions not mentioned later in the agenda**

- a. 2223/070 Cllr Pryce to forward response to questions from member of public at last meeting
- b. 2223/077 Clerk to ascertain if there is an established Parish Council facebook account
- c. 2223/079 All Councillors to forward ideas to Clerk for possible warm space options for the Winter months

No suggestions have been submitted

District Cllrs Hilton and Webb are liaising with District Council and confirmed locations who are running cosy community hub spaces

The Centres may apply to the District Council for grants to help with heating the Cosy Community hubs

It would be helpful for the Parish Council to promote all support that is being offered in the community

- d. 2223/082c Cllr Pryce to liaise with Clerk to reschedule Community & Leisure Meeting date to 3 November 22
- e. 2223/082g Senior Groundsperson to request image of Woodbury Field Phase one play equipment for a banner to be created to inform the community

**Action:** Clerk to request Senior Groundsperson to chase up provision for suitable image type

**2223/090 Reports: Finance, Policy and Resources**

a) To note list of September (b) October (a) payments authorised by Finance Committee Members

Noted

b) To receive and note 6month summary finance report - Deferred

c) To consider & agree insurance renewal quote to commence November 22

The insurance premium has increased from £12085 for 1 year premium to £13,798 or £13235 for a 3 year premium

**Resolved:** Cllr Pryce proposed approval of the 3 year option with BHIB, seconded Cllr Yates, **Votes:** For Unanimous **Motion Carried**

d) To consider and agree any grant/discount applications

None received

**2223/091 To note minutes and note and agree recommendations from the Council's Committees**

a) Planning & Environment Committee – Minutes circulated

Cllr Yates provided an update

b) Annual Events working group

i. To discuss and agree actions for Community Awards-Confirmed Annual Events working group to discuss

ii. To consider suggestions for Coronation Celebration 6 May 2023

**Action:** Annual Events working group to discuss

iii. Remembrance Day –to take place 13 November at Park Street memorial,

Cllr Parry to circulate request for assistance with putting the poppies around the Parish

**Action:** Clerk to check if the poppies are in the office

- c) Assets Committee – update- Minutes circulated  
Cllr Pryce provided and update on the Fixed Assets meeting

**2223/092 Rail Freight Interchange**

**Recommendation** To agree support for HCC not to sell the land

**Resolved:** Cllr Pryce proposed to write a strong letter of support for HCC not to sell the land, seconded Cllr Brannen

**Votes:** For Unanimous

**Motion Carried**

**2223/093 To consider and agree actions for the request to install a hearing loop at Greenwood Park Community Centre**

Deferred to the next Fixed Asset meeting

**Action:** Clerk to request updated costs and obtain confirmation relocation of hearing loop would be possible if required

**2223/094 To consider the request by the Chair for the change of name of St Stephen Parish Council to St Stephen Community Council**

The option to change the name was discussed and questions raised as to the relevance of the St Stephen part of the name that did not identify with each of the villages and concern raised for the costs and time this would take

**Resolved:** Cllr Pryce proposed the Council change their name from St Stephen Parish Council to St Stephen Community Council, the proposal was not seconded and so not put to a vote

Councillors agreed not to pursue a name change at this time

**2223/095 Clerk's Report**

Reminder requested for Budget items to be considered by all Committees for 2023-24

Meeting Closed at 9pm

Signed:

Date: