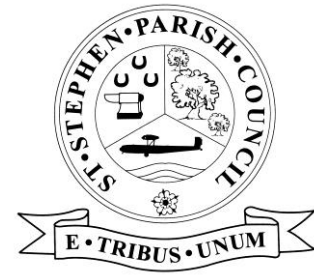


ST STEPHEN PARISH COUNCIL

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 Fixed Assets Committee meeting
held on **Tuesday 21 March 2023 at 7.30pm**
at St Stephen Suite, Parish Centre, Station Road, Bricket Wood, AL2 3PJ

Present: Councillors

David Parry Nicholas Tyndale
Bill Pryce David Yates

Also present

Amanda Feron, Assistant Clerk
Matthew Huddleston, Senior Grounds Person

To nominate a chair for the meeting.

Resolved: Cllr Tyndale proposed, seconded Cllr Parry to nominate Cllr Pryce to be chair for the meeting.

Votes: For, unanimous

Motion Carried

2223/AC/094 To receive and accept apologies for absence
Apologies received from Cllrs Skelton and Doyle

2223/AC/095 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; and
 - c) To grant any requests for dispensation as appropriate
- None

2223/AC/096 To approve the minutes of the Fixed Assets committee meeting held on 2 February 2023

Resolved: Cllr Tyndale proposed, seconded Cllr Yates approval of the Fixed Assets minutes from 2 February 2023

Votes: For, unanimous

Motion Carried

2223/AC/097 Public Participation - To invite comment and questions from the public in accordance with the Public Speaking Policy

No members of the public attended.

2223/AC/098 Follow up on previous action not included in the agenda

No updates.

2223/AC/099 To review/amend the Strategic plan and agree Budget needs from 2023-26 deferred from previous meeting and to consider and agree S106 priorities and allocation of projects linked to the Strategic Plan deferred from previous meeting.

Action Staff to prepare options and costings for S106 priorities, subject to Options Study report.

Action: Assistant Clerk to undertake Woodbury Field consultation after elections.

Action: Assistant Clerk to circulate S106 priorities to Community and Leisure Committee for comments.

Resolved: Cllr Pryce proposed, seconded Cllr Tyndale that subject to public support, priorities for S106 are: solar panels (battery, demountable), Woodbury Field Phase 2, permeable car park improvements at Greenwood Park and Park Street Recreation Ground and accessible woodland paths in St Julians Wood and Blackgreen Wood.

Votes: For, unanimous

Motion Carried

2223/AC/100

Parish Centre

- a) **To consider and agree recommendations from Parish Centre Building Survey, deferred from previous meeting.**

Report attached.

Resolved: Cllr Parry proposed, seconded Cllr Pryce to approve each year's spending annually as part of budget setting.

Votes: For, unanimous

Motion Carried

- b) **Update on the planning application for alternative access to the car park at the Parish Centre**

Cllr Parry to assist Assistant Clerk with planning application.

- c) **To discuss and agree options for replacing light fittings in the asbestos ceiling in the Oakwood Room, Parish Centre.**

Report attached

Resolved: Cllr Pryce proposed, seconded Cllr Parry to replace textured ceiling in the Oakwood Room, Parish Centre and to make good and install new light fitting.

Votes: For, unanimous

Motion Carried

2223/AC/101

To discuss and agree action to be undertaken with respect to Greenwood Park main door shutter.

Email from HS Direct, Health and Safety Consultants attached.

Resolved: Cllr Yates proposed, seconded Cllr Pryce to replace main shutter at Greenwood Park.

Votes: For, 3, abstain 1

Motion Carried

2223/AC/102

To receive schedule of legally required surveys requested under item 2223/AC/090 at Fixed Assets 2 February 2023

Schedule attached

Resolved: Cllr Pryce proposed, seconded Cllr Parry to accept schedule of legally required surveys.

Votes: For, unanimous

Motion Carried

2223/AC/103

Clerks report-

- a) Update on Chiswell Green Clock repair and maintenance.
Company is scheduled to repair clock on 28th March. Grounds Team to replace clock bulb on 28th March.
- b) Update on Heads of Terms.
In progress, awaiting 3rd quote.
- c) Hearing Loop at Greenwood Park Quotes.
To be part of Greenwood Park Options Study
- d) Sports and Social Club lease.
In progress, awaiting 3rd quote.
- e) Update on grant funding from Tarmac landfill Communities for Park St Play Area.
Contract is out to Tender. Bid deadline is 28th April.
- f) Fence at Park Street
Action: Assistant Clerk to circulate letter concerning fence to committee.
- g) Update Gardening Club drainage
Grounds team have resurfaced and improved drainage at the club entrance by using 20 tonnes of road plantings.

DRAFT