

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

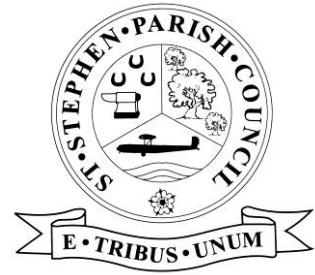
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## Minutes of the Full Council Extra-ordinary Meeting

held on Tuesday 21 February 2023 at 7.30pm

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

### Present: Councillors

Wendy Berriman

Bill Pryce

David Yates

Dorothy Kerry

Daniel Spelman

David Parry

Nicholas Tyndale

Also present: Sue Hake, Clerk

Nuala Webb on behalf of St Albans Fight the Freight

### 2223/148 To receive and accept apologies for absence

Apologies received from Cllrs Whittaker, Hilton, Skelton, and Doyle

No apologies received from Cllr Brannen

### 2223/149 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

### 2223/150 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

None

### 2223/151 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

None received

To invite St Stephen Parish Councillors to briefly update on Parish related items

None received

### 2223/152 a To agree the format and wording for the grant application form and policy to support legal actions being taken by community organisations

**Resolved:** Cllr Pryce proposed agreement of the minor amendment to the grant application policy, seconded Cllr Kerry

**Agreed**

**Motion Carried**

### 2223/152b To agree the expedient payment of up to £10k from reserves in the current financial year to support the local community organisation taking legal action to oppose the rail freight terminal subject to completion of the grant application form

**Resolved:** Cllr Parry proposed the agreement for the expedient payment of up to £10k from the Reserves in the current financial year to support the local community organisation taking legal action to oppose the rail freight terminal subject to completion of the grant application form, seconded Cllr Kerry

**Agreed**

**Motion Carried**

**2223/152c To agree delegated power to members of the Finance Committee to approve the Payment up to £10k on receipt of the completed application form**

**Resolved:** Cllr Pryce proposed agreement of delegated authority to members of the Finance Committee to approve the grant payment of up to £10k on receipt of the completed grant application form, seconded Cllr Parry

**Agreed**

**Motion Carried**

**Action:** Clerk to forward grant application form to Nuala Webb for completion

**2223/153 To consider the request from Cllr Yates to forward his Council emails to his personal email address and agree any actions required taking into consideration independent advice received by the Clerk against this action**

The Clerk confirmed advice had been obtained from various agencies who all advised against forwarding emails to councillors personal email addresses due to data protection and GDPR concerns, The Clerk informed councillors the IT providers have confirmed they are able to purchase a different license to set up an option to send a notification email to the councillor's personal email when an email was received into the councillor's email inbox Cllr Yates explained this was not what he wanted and that he is requesting copies of his councillor email to be sent to his personal email address

After significant discussion it was agreed further information and clarification was required

**Resolved:** Cllr Kerry proposed the Clerk and Cllr Yates hold a three way conversation with the IT provider to clarify and confirm the exact requirements of the email request from Cllr Yates and to identify the concerns for emails being sent to personal email addresses, seconded Cllr Berriman

**Agreed**

**Motion Carried**

**2223/154 Reports: Finance, Policy and Resources**

- a. To agree up to £2500 virement from Greenwood Park Pavilion Maintenance budget to the Street furniture budget to be used for the installation of a box and battery system to the Chiswell Green Clock

**Resolved:** Cllr Yates proposed a virement up to £2500 virement from Greenwood Park Pavilion Maintenance budget to the Street Furniture budget to be used for the installation of a box and battery backup system for the Chiswell Green Clock, seconded Cllr Berriman

**Agreed**

**Motion Carried**

- b. To agree the transfer of £90,000 from the Unity Trust savings account to the current account

**Resolved:** Cllr Kerry proposed agreement for the transfer of £90,000 from the Unity Trust savings account to the current account, seconded Cllr Berriman

**Agreed**

**Motion Carried**

**2223/155 Clerk's Report**

No further items to report

**2223/156 Future Agenda Items-**Reports to be provided to the Clerk by Monday 6 March 23  
Item 153 to be followed up at the next meeting

The meeting closed at 9.15pm