

# 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 16 February 2023 at 7.30pm**

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

### Present: Councillors

Wendy Berriman

David Parry

Daniel Spelman

Martin Doyle

Bill Pryce

Nicholas Tyndale

Dorothy Kerry

Mark Skelton

David Yates

Also present

Susan Hake, Clerk

3 members of the public

District Councillor, Nuala Webb

It was agreed to bring forward items 2223/137 and 135 to the start of the meeting

### **2223/137 To invite Grow Chiswell Green to make a presentation for the proposed Community**

**Garden.** A thankyou was expressed to the Parish Council for the support given to the group so far. It was explained there will be a core maintenance steering group and a Community group from the wider community to support the core group with the aim to commence the garden in March. The Clerk confirmed the water supply to the area. Grow Chiswell Green will liaise with the Parish Council if a shed is found to be required. Cllr Pryce confirmed the Staff will liaise with the group to move things forward

### **2223/135 Public Participation – to receive petitions, comments and questions**

To welcome public participation in accordance with the Public Speaking Policy

Nuala Webb provided an update to the Council on the fight to stop the sale of the land for the rail freight and circulated a brief report.

She explained individuals who had donated to an incorrect organisation on Go fund me were being encouraged to request refunds of amounts totalling £6k sent to change.com in error

A member of public raised queries relating to difficulty accessing the website, agenda details and minute resolutions.

### **2223/132 To receive and accept apologies for absence**

Apologies received from Cllrs Whittaker and Hilton

No apologies received from Cllr Brannen

### **2223/133 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

### **2223/134 To agree the minutes of the Full Council meeting held on 19 January 2023**

**Resolved:** Cllr Tyndale proposed agreement of the minutes subject to a minor amendment to the wording, seconded Cllr Yates

**Agreed**

**Motion Carried**

**2223/135 Public Participation – to receive petitions, comments and questions**

Discussed previously as item b/f

**2223/136 To receive reports from representatives of St Albans District Council and /Hertfordshire County Council**

None received

**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**

- a. Cllr Parry confirmed the Parish Council had previously agreed they would allocate up to £10k towards legal fees to the community organisation legal fees when setting the budget for 2023-24

**Resolved:** BP requested an extra-ordinary meeting to approve the process of a payment up to the £10k amount from the reserves in the current financial year, agree the appropriate document/form and to agree the grant payment, seconded Cllr Skelton

**Agreed**

**Motion Carried**

**Action:** Clerk to raise the agenda immediately after this meeting

- b. Cllr Parry reported

Council representatives would need to be nominated for the Abifly group, SADALC and Bricket Wood Common at the May meeting

Abfly are issuing a paper copy of the train timetable that will be delivered

The scheme of delegation at SADC continue to challenge the lack of support for call-ins

Members of the SADC standards committee have reported the Code of conduct complaint against a councillor result is that no action is to be taken

- c. Cllr Kerry reported double yellow lines in and around Mount Pleasant school Uplands lines in the area without the residents being consulted

**2223/137 To invite Grow Chiswell Green to make a presentation for the proposed Community Garden**

Discussed earlier as item b/f

**2223/138 Update on previous actions not mentioned later in the agenda**

None

**2223/139 Reports: Finance, Policy and Resources**

- a) To note list of January (b) and February (a) payments authorised by Finance Committee members

Noted

- b) To consider and agree any grant/discount applications.

- i. Abfly grant

**Resolved:** Cllr Parry proposed supporting the Abfly application for funding and room use, seconded Cllr

**Agreed**

**Motion Carried**

- c) To note the internal audit report and manager responses

Noted

- d) To agree the payment of £75 books for Schools to be made in April 2023

**Resolved:** Cllr Pryce proposed each of the schools are granted £75 in the new financial year, seconded Cllr Berriman

**Agreed**

**Motion Carried**

- e) To Agree virement of £2,342.47 From Greenwood Park Pavilion maintenance to Greenwood Park maintenance for the purchase of bollards agreed at the Fixed Asset Committee meeting.

**Resolved:** Cllr Pryce proposed a virement of £2342,47 from the Greenwood Park Pavilion to the Greenwood Park maintenance for the purchase of bollards agreed at Fixed Asset Committee, seconded Cllr Skelton  
**Agreed** **Motion Carried**

**2223/140 To review and agree the Ice-cream Concession tenders for 2023-24**

**Resolved:** Cllr Kerry proposed agreement for the Ice-cream concession tender be offered to Noviellos for 2023-24, seconded Cllr Berriman  
**Agreed** **Motion Carried**

**2223/141 To agree in principle to extend the Greenwood Park Café agreement for a further year and confirm actions required**

**Resolved:** Cllr Pryce proposed agreement in Principle for a further agreement to be made with the Café with details of amendments going through Finance, seconded Cllr Parry  
**Agreed** **Motion Carried**

**2223/142 To review and confirm the meeting dates 2023-24**

**Resolved** Cllr Pryce proposed confirmation of the meeting dates, seconded Cllr Kerry  
**Agreed** **Motion Carried**

**2223/143 To discuss and agree wording of email to be sent to allotment holders and the community for an update on the Greenwood Park option study as requested by Cllr Pryce at the Community & Leisure meeting.**  
**Deferred**

**2223/144 To note minutes and note and agree recommendations from the Council's Committees**

- a) Annual Events working group- Christmas lights, Coronation Celebrations update and Risk Assessment template (circulated) and agreement of Armed Forces Day banner. Covenant car boot sale  
The armed forces day going ahead  
The next events meeting will be on Monday at 6.45
- b) Community & Leisure  
Nothing further to add
- c) Finance Committee  
Minutes circulated
- d) Fixed Assets Committee  
Minutes circulated

**2223/145 Election Process**

Posters to be put onto website front page

**2223/146 Clerk's Report**

- a) To receive update on Woodbury Field  
The Clerk confirmed notification of the installation will be delayed by two weeks with a new commencement date at the end of March through April.

**2223/147 Future Agenda Items-**Reports to be provided to the Clerk by Monday 6 March 2023

Meeting finished at 21.10pm