

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

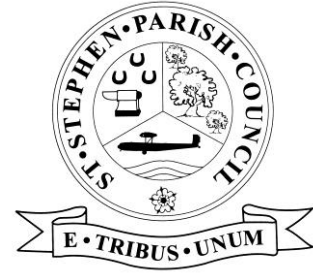
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: clerk@ststephen-pc.gov.uk

Web: www.ststephen-pc.gov.uk



Minutes of Full Council Meeting

Held on **Thursday 20 April 2023 at 7.30pm**

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

Present: Councillors

Wendy Berriman

David Brannen

Martin Doyle

Ajanta Hilton

Dorothy Kerry

David Parry

Mark Skelton

Bill Pryce

Nicholas Tyndale

David Yates

Eileen Whittaker

Also Present:

Sue Hake, Clerk

2 members of public

District Councillor: Nuala Webb

2223/174 To receive and accept apologies for absence

Apologies received from District Councillor John Parry

223/175 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

2223/176 To agree the minutes of the Full Council meeting held on 16 March 2023

Resolved: Cllr Skelton proposed agreement of the minutes of the Full Council meeting held on 16 March 23, seconded by Cllr Whittaker

Agreed by all who were present

Motion Carried

2223/177 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

The members of public raised concern about the excessive number of tipper lorries on Station Rd in Bricket Wood and the dangerous sharp bend under the railway bridge as well as travelling from Harper Lane into Smug Oak Lane that exceeds the weight restriction for the road and making a mess on the roads. The police have been made aware.

The Parish Council confirmed the matter is not within the remit and advised to contact the MP Daisy Cooper and Herts County Councillor Stella Nash and confirmed the Council would support any request for the installation of black and white Chevron boards to the bridge.

2223/178 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

i. To invite the St Stephen and Park Street District and County Councillors to briefly update Members on Parish related issues.

District Cllr Webb gave an update on the Fight the Freight and confirmed a meeting is to be held at Greenwood Park, Chiswell Green on Thursday 27th April at 8pm.

The MP, Councillors, the Police and highways have met at Kenwood House to discuss highway issues.

Action: Cllr Hilton to provide contact details to Cllr Webb for a highways officer. A permit is not in place for tipping onto the site.

The environment agency do not seem to be aware of the amount of landfilling over the site without permission from Herts County Council

- ii. To invite St Stephen Parish Councillors to briefly update on Parish related items
Cllr Hilton and Cllr Parry reported on the enquiry that is ongoing for the Chiswell Green planning applications for Cala Homes and the Polo Field

To note 4th May 2023 Elections and thank you from the Chair for the dedication and Support. There are two vacancies for Bricket Wood.

Cllr Pryce gave special thanks to Cllr Parry for his contribution to the Council.

Cllr Kerry thanked Cllr Parry for his enthusiasm, energy and drive as Chair and for starting initiatives and drove forward and gave a small token of thanks and best wishes for the future.

Cllr Parry thanked everyone and asked the organisations he sits as a rep continue to be supported by enthusiastic councillors on the District Council Standards committee, the Community Rail Partnership (CRP), St Albans District Association of Local Councils (SADALC) and Bricket Wood Common Committee

Cllr Pryce also thanked Cllr Doyle for his contribution to the Council

Cllr Berriman also thanked Cllr Parry for all of his work with the Scouts

2223/179 To invite Breakthrough Communication to provide a presentation (remote)

Daniel Purchase gave a presentation to explain some of the services provided from Breakthrough Communication and explained the background of employed members of the organisation and confirmed working with a team of 14 expert individuals to support specific projects on a contract basis. Council Hive hub can be accessed on demand via a learning library, resources and

support over the phone. Data protection and FOI masterclasses and a session for councillors who run CCTV have been held. There are Social media templates available

Action: Any further questions to be forwarded via the Clerk to Daniel

2223/180 Reports: Finance, Policy and Resources

- a) To note list of March 23 (b) & (c) and April 23 (a) payments authorised by Finance Committee members
Noted
- b) To note the March 23 Interim Finance Report
Noted
- c) To confirm the subscription to Rural services and receive the grant funding notifications
Resolved: Cllr Pryce proposed to agree confirmation to the subscription to Rural Services and receive grant funding notifications for the next year, seconded Cllr Skelton
Agreed, Unanimously **Motion Carried**
- d) To confirm list of Suppliers for payment by direct debit
Confirmed
Resolved: Cllr Kerry proposed to agree confirmation of the list of suppliers to be paid by direct debit, seconded Cllr Brannen
Agreed, Unanimously **Motion Carried**
- e) To retrospectively agree the urgent Woodbury Field Play area drainage works
Resolved: Cllr Pryce proposed the retrospective agreement for the urgent Woodbury Field Play area drainage works, seconded Cllr Parry
Agreed, Unanimously **Motion Carried**
- f) To agree expenditure from reserves for the replacement door shutter at GWP Community Centre up to £2,500 plus VAT and the removal and replacement of the PC Oakwood room ceiling up to £1310 plus VAT and the urgent final drainage works on the Woodbury Field Play area up to £2,300 plus VAT
- g) **Resolved:** Cllr Skelton proposed agreement of expenditure from reserves for the replacement door shutter at GWP Community Centre up to £2,500 plus VAT and the removal and replacement of the PC Oakwood room ceiling up to £1310 plus VAT and the urgent final drainage works on the Woodbury Field Play area up to £2,300 plus VAT
Seconded Cllr Berriman
Agreed, Unanimously **Motion Carried**
- h) To consider and agree any grant/discount applications.
i. St Lukes cosy community hub grant request
Resolved: Agreed to defer to the next meeting when document received

ii. Hearing Dogs discount for GWP hire

Resolved: Cllr Kerry proposed agreement to the Hearing Dogs discount request for the Hire of GWP, seconded Cllr Berriman

Agreed, Unanimously

Motion Carried

Action: The grant request received after the agenda circulation from Keep Chiswell Green was agreed to be deferred for consideration at an extraordinary meeting

i) To agree to continue with the current Internal auditor IAC

Resolved: Cllr Kerry proposed agreement for the Internal Auditor for a further 3 years, seconded Cllr Brannen

Agreed, Unanimously

Motion Carried

j) To approve the purchase of a CCTV system for the Parish Centre

Resolved: Cllr Pryce proposed approval of the purchase of the CCTV system, seconded Cllr Parry

Agreed, Unanimously

Motion Carried

2223/181 Armed Forces Covenant (Cllr Pryce)

To consider and agree the Council sign up to the Armed Forces Covenant

This item was discussed with a number of mixed responses and concerns as to whether it is suitable for adoption at Parish Council level.

Resolved: To defer to the next Community and Leisure Committee meeting to review the purposes of the covenant and establish suitable policies to support the adoption of the Armed Forces Covenant

2223/182 To note minutes and note and agree recommendations from the Council's Committees

a) Annual Events working group-

Cllr Berriman gave an update and expressed thanks to Denise Parsons, Ajanta Hilton and Bill Pryce for all of the work so far for the Coronation Celebration Day.

Plans are continuing for the Armed Forces Day and aim to progress with the Christmas Market and the return of Santa and the grotto. Cllr Berriman noted councillor names to volunteer for the Coronation Celebration Day

b) Planning

Cllr Yates gave an update from the Planning meeting and attendance by St Conger Land about the HSBC fields off of Smug Oak Lane and the new owner of the land Alvin Lindon. There has been a call to the office relating to a digger destroying paving slabs and compost bins behind the cottages.

The land behind the Gate pub is a Nerc 41 site

It was noted the land behind the Bricket Wood Social Club has been sold as separate plots and Cllr Yates is currently writing an article for the Voice

c) HR-to confirm the proposed recruitment for a Part Time Grounds & Maintenance Support person at SCP 10 £12.28ph

Cllr Kerry gave an HR update on the recruitment process for a Part time Grounds and Maintenance support person for two weekdays and weekend cover

Suggestions of and ex serviceman rehabilitation charities. Flyers to be put in shops
Cllr Parry to forward rehabilitation charities contact details to the Clerk

2223/183 Clerk's Report

The Clerk informed councillors

a. Notification of a Creatively Mindful Family Fun Day and Well-being Market 11am to 4pm on 13 May 23 at GWP- Clerk to obtain further details to be shared.

b. CCLA have confirmed attendance to the Finance meeting on 6 June 23

c. The member of public informed the Council the Coronation Day flypast may be going over Frogmore at 2.10pm on the day

2223/184 Future Agenda Items-Reports to be provided to the Clerk by Tuesday 9 May 2023

The meeting closed at 9.38pm