

# 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 **Community & Leisure Committee meeting**  
Held on **Tuesday 7 March at 7.30pm**  
Venue: **Parish Centre, Station Road, Bricket Wood AL2 3PJ**

Present: Councillors

Wendy Berriman

Daniel Spelman Eileen Whittaker

Co-opted Committee Members:

Stephen Elkan (BWRA) Brian Gibbard (CGRA)

Also present: Amanda Feron, Assistant Clerk

One member of the public attended.

2223/CL/039 To receive and accept apologies for absence

Apologies received and accepted from Cllrs Pryce, Hilton, Kerry and Chris Matson (PSRA)

To nominate a chair for the meeting.

**Resolved:** Cllr Spelman proposed, seconded Cllr Whittaker to nominate Cllr Berriman to be chair for the meeting.

**Votes:** For, unanimous

**Motion Carried**

2223/CL/040 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/CL/041 To approve the minutes of the last meeting of the Community and Leisure Committee, held on 17 January 2023.

**Resolved:** Proposed Cllr Spelman, seconded Cllr Whittaker that the minutes from the meeting held on 17 January 2023 be agreed and signed as a true record.

**Votes:** For, unanimous

**Motion Carried**

2223/CL/042 Public Participation- To invite comment and questions from the public in accordance with the Public Speaking Policy.  
None.

2223/CI/043 Update on previous actions not mentioned in this agenda.

- a) Grow Chiswell Green Community Garden Project update.  
Community Garden site has been agreed, agreement between the Parish Council and Grow Chiswell Green has been signed and will be renewed annually.  
Watford Road allotment holders have been informed by email and telephone.

Grounds Team will be providing water supply and 3 water troughs.

- b) Midway Surgery collaborative well-being projects meeting request update.  
No update

2223/CI/044 To provide an update on projects:

- a) Community orchard update

No update

- b) Update on tree donation at Greenwood Park

The trees have been planted and tree guards installed. The trees are in the play area, near to the fence.

2223/CL/045 To provide update on planned events

- a) Coronation Day May 6<sup>th</sup> 2023

The event organisation is progressing well and is on time.

Assistant Clerk to email all councillors to ask them to forward suggestions of local businesses who may be interested in sponsoring a banner.

- b) Armed Forces Day 25<sup>th</sup> June

- c) Options for starting parade: Blackboy shops, Hunters Ride or Oakwood Road.

Assistant Clerk to ask Canopy Nursery for permission to use the nursery carpark.

- d) Community Awards

Deferred

- e) Remembrance Sunday

Deferred

- f) Car Boot Sale

Deferred

- g) Christmas Market

Deferred

2223/CL/046 Budget items for April 2023 to March 2024. Deferred from previous meeting.

- a) Events

- b) Community Grant Funding (Local events, schoolbooks, ABFLY)

2223/CL/047 To discuss potential amendments to Terms of Reference for Community and Leisure Committee and shared responsibility with Fixed Assets Committee for items such as allotments, Woodbury Field and Park Street Recreation Ground. Deferred.

2223/CL/048 To agree to set up a Task and Finish Group/Working Party to write guidelines and standards to manage non-cultivation, to clearly communicate those standards to allotment holders and to decide measures to be taken to enforce those standards. Guidelines to be shared with allotment holders. Report attached.

**Resolved:** Cllr Whittaker proposed, seconded Cllr Spelman that a Task and Finish group comprising of Cllrs Whittaker, Berriman and Spelman meet to write standards to manage non-cultivation.

**Votes:** For, unanimous

2223/CL/049 To consider a request from Michael Worthy, County Advisor Hertfordshire Scouts, to plant 30 trees and 30 shrubs, granted to Hertfordshire Scouts from the Woodland Trust as part of the Queen's Green Canopy initiative for community groups. Request attached.

**Resolved:** Cllr Spelman proposed, Cllr Whittaker seconded that the request from Michael Worthy to plant 30 trees and 30 shrubs at Greenwood Park be accepted at the locations determined by and with the support of the Senior Grounds Person.

**Votes:** For, unanimous

**Motion Carried**

2223/CL/050 Clerks Report

The meeting closed at 8.10pm

Chair