

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

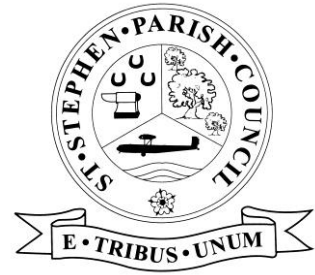
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

Tel: 01923 681443

Email: clerk@ststephen-pc.gov.uk

Web: www.ststephen-pc.gov.uk



To: Councillors

Wendy Berriman

David Brannen

Richard Curthoys

Ajanta Hilton

Aaron Jacob

Dorothy Kerry

Bill Pryce

Adrian Ruffhead

Mark Skelton

Nicholas Tyndale

David Yates

Eileen Whittaker

You are summoned to attend the

Full Council Meeting

To take place on **Thursday 19 October 2023 at 7.30pm**

Venue: Parish Centre, St Stephen Suite, Station Road, Bricket Wood, Herts, **AL2 3PJ**

Sue Hake

Sue Hake, Clerk

12 October 2023

The public are welcome to join this meeting. Whilst the Government has relaxed COVID regulations, all authorities are advised to hold meetings whilst acting cautiously. In order to ensure that we can still hold meetings with due care, if you would like to join us, please email our clerk prior to the day of the meeting to advise of your attendance: clerk@ststephen-pc.gov.uk

Please be aware that Members of the public may record, film, photograph or broadcast this meeting from the designated area.

AGENDA

2324/066 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

2324/067 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

2324/068 To receive and accept apologies and reason for absence

2324/059 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

2324/070 To confirm minutes of meeting held on 21 September 2023

2324/071 To invite St Stephen Parish Councillors to update Members on Parish related issues Cllr Pryce updates on HAPTC and Bricket Wood Train station

2324/072 Update on previous actions not mentioned later in the agenda

2324/073 Reports: Finance, Policy and Resources

- a) To confirm list of September 23 payments authorised by Finance Committee Members
- b) To note the quarterly direct debit payments for July – Sept 2023
- c) To note the half year finance summary report
- d) To receive completed Insurance declaration forms from all councillors requested by Insurer
- e) To confirm the insurance quote for 2023-24
- f) **Recommendation** To confirm the specification for the procurement of the solar panels for Greenwood Park to go to tender

- g) **Recommendation:** To adopt the Health and Safety Policy (previous and new circulated)
- h) **Recommendation:** To agree an amount up to £8550 plus VAT for the urgent repairs to part of the Parish Centre roof and agree to delegate authorisation for the contractor engagement to the Clerks office
- i) To agree a time and date for discussion of the Business Plan between Parish Councillors and staff

2324/074 Update on Greenwood Park Resident Survey confirmation of drop-in date if known

2324/075 Committee membership, attendance at meetings and apologies to be provided a week in advance of meetings

2324/076 To note minutes and agree recommendations from the Council's Committees & Working Groups

To receive brief progress reports and recommendations from the:

- a) Community and Leisure
- b) Fixed Assets
- c) Planning- Update
- d) HR- Confirmation of engagement of Part Time Grounds Person and Administrative Officer
- e) Events Working Party
 - i. Remembrance Parade and Service
 - ii. Christmas Market 2023 cancelled

2324/077 Clerks Report

Updates

Park Street and Woodbury Field Play Areas

Agenda items for the next meeting to be sent to the Clerk by Thursday 26 October 2023