

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

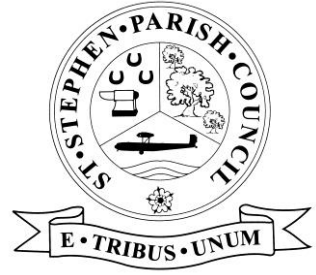
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Minutes of the St Stephen Parish Council Annual Meeting

Present: Councillors

Wendy Berriman

Ajanta Hilton

Adrian Ruffhead

David Yates

Richard Curthoys

Bill Pryce

Nicholas Tyndale

Also present

Susan Hake, Clerk

District Councillor: Nuala Webb

Members of public 4

2324/001 To elect a Chairman for the year 2023/24 and sign Declaration of Acceptance of Office

Resolved: Cllr Yates elected as Chair and signed the Declaration of Acceptance of Office

2324/002 To elect a Vice-Chairman for the year 2023/24 and sign Declaration of Acceptance of Office

Resolved: Cllrs Hilton and Pryce be elected as joint Vice Chairs and sign the declaration of acceptance of office

2324/003 To receive all remaining signed declarations of acceptance of office

2324/004 To receive and accept apologies for absence

Apologies were received from Cllrs Jacob, Kerry and Whittaker, who are to arrange to sign declarations of acceptance of office.

Apologies were also received from District Councillors Cavinder and Fry and County Councillor Nash. A member advised that County Councillor Nash did not receive timeous reminders of meetings.

Action: Clerk to arrange for the list of 2023-24 meeting dates to be circulated.

2324/005 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 were received

2324/006 To receive nominations for co-option to fill the two Bricket Wood vacancies on the Council

The Clerk confirmed that following an election with insufficient candidates coming forward a Parish Council is permitted to fill vacancies by co-option.

The vacancies had been advertised on the Bricket Wood notice boards and expressions of interest received from David Brannen and Mark Skelton

Resolved: David Brannen and Mark Skelton be co-opted to the Council and to sign their declarations of acceptance of office as soon as possible

- 2324/007** To note that all Register of Interest forms must be completed and returned within 28 days of being elected
Noted
- 2324/008** General Power of Competence
Recommendation: To confirm St Stephen Parish Council meets the conditions of eligibility to use the General Power of Competence as defined in the Localism Act 2011 and SI 965, The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012. Parish councils with a minimum of two thirds elected councillors and a CiLCA qualified Clerk are eligible to use the General Power of Competence until the next relevant Annual Meeting of the Council that takes place in a year of ordinary elections).
- In response to a question from a member the Clerk explained what powers the General Power of Competence confers. A Council without a CiLCA qualified Clerk is required to adhere to the Local Government Act 1972 S137 relating to restrictions for decisions of expenditure to comply to the allocated sum by the number of registered electoral voters.
- Resolved:** Confirmed that St Stephen Parish Council meets the conditions of eligibility to use the General Power of Competence as defined in the Localism Act 2011 and SI 965, The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012)
- 2324/009** To confirm the minutes of the meeting held on 20th April 2023 and the Extraordinary meeting held on 27th April 2023
A member challenged the reference to the bend at the junction of Mount Pleasant Lane and Station Road as dangerous as there were no accident statistics that supported this. It was noted that this had been minuted as the view of a member of the public
- Resolved:** Both sets of minutes were confirmed
- 2324/010** Public Participation – to receive petitions, comments, and questions. To welcome public participation in accordance with the Public Speaking Policy
- A member of the public confirmed their concern about the safety of the bend at the bridge and traffic going onto the other side of the road. It was commented that this had been exacerbated by lorries carrying material to the unofficial landfill site in Harper Lane
- It was suggested the public participation is moved to the end of the agenda but felt that this would not help members to consider public views in their deliberations.
- 2324/011** Update on previous meeting actions not mentioned later in the agenda
There were none
- 2324/012** To receive reports from representatives of St Albans District Council and Hertfordshire County Council and invite the St Stephen and Park Street District and County Councillors to briefly update members on Parish related issues.

District Councillor Webb provided an update on the rail freight terminal following the meeting at Greenwood Park and roadshows in the area. The group are continuing to raise funds for a judicial challenge and it is hoped to present a petition signed by 8000 people at the Herts County Council AGM on Tuesday.

District Councillor Webb also gave an update on the illegal depositing of material at a site on Harper Lane. District Council enforcement officers have been involved and Daisy Cooper has also referred the matter to the environment agency. It is hoped to stop further dumping at the site and for tests to be completed on the material deposited.

It was noted St Albans District and City Council will have a new draft local plan available in July 23 with the hope it will be endorsed by Nov 25

Councillor Hilton provided an update about the Public Inquiry into the Cala Homes and Addison Park planning applications

2324/013 To appoint representatives to serve on Committees, working parties and outside bodies

Committees

Community & Leisure – Cllrs Hilton, Pryce, Kerry, Whittaker and Berriman

Finance – Cllrs Hilton, Pryce, Yates, Kerry, Whittaker and Berriman

Fixed Assets – Cllrs Hilton, Pryce, Yates and Tyndale

Human Resources – Cllrs Kerry, Whittaker, Tyndale and Berriman (Cllrs Hilton, Pryce and Curthoys to be allocated to an HR subcommittee for appeal panel reviews)

Planning & Environment – Cllrs Pryce, Yates and Curthoys

Resolved: it was agreed that parent committees should consider the ongoing need for their Working groups and Task and Finish groups and allocate members as required.

Representatives on Outside Bodies

ABFLY – Cllrs Tyndale and Curthoys

Bricket Wood Joint Management committee (SADC) – Cllrs Yates, Kerry

Bricket Wood Station Heritage Trust – Cllr Pryce

Community Rail Partnership – Cllrs Tyndale and Curthoys

Herts Association of Parish and Town Councils – Cllr Pryce

How Wood Primary School – Cllr Pryce

Killigrew Primary School – Cllr Hilton

Mount Pleasant Lane Primary School – Cllr Kerry

Park Street Primary School – Cllrs Pryce and Curthoys

Park Street Village Hall – Cllr Yates

SSAFTF (Save St Albans – Fight The Freight) – open to all councillors

2324/014 Reports: Finance, Policy, and Resources

a) To confirm list of April B, April C, May A payments authorised by Finance Committee Members

Confirmed

b) To consider the Hearing Dogs for Deaf People AGM discount application

Resolved: Discount agreed

c) Recommendation to approve the expenditure from reserves of up to £3400

plus VAT for a GWP topographical Survey and up to £2914 plus VAT for a measured building survey of the GWP Community Centre and Pavilion to progress the Option Study

The Clerk confirmed the £3400 was only for the south topographical survey but the quote also included the option of a 17% discounted price for both topographical surveys, covering the North and South areas of Greenwood Park and the two measured building surveys for the Community Centre and the Pavilion at a price of £10,450 plus VAT

Resolved: It was agreed to approve the expenditure of £10,450 plus VAT from reserves to enable the completion of all surveys

2324/015 To adopt the Code of Conduct
Resolved: To re-adopt the Code of Conduct and review again at a later date

2324/016 To adopt Standing Orders
Resolved: To re-adopt the Standing Orders and review again at a later date

2324/017 To adopt Financial Regulations
Resolved: To re-adopt the Financial Regulations and review at a later date

2324/018 To adopt the Scheme of Delegation
Resolved: To re-adopt the Scheme of Delegation and review at a later date

2324/019 To confirm meeting dates
The date of the next Finance meeting was requested to be amended from Tuesday 6 June to Wednesday 7 June
Resolved: To amend the Finance Meeting date to the 7 June and recirculate the list of meeting dates

2324/020 To note minutes and agree recommendations from the Council's Committees & Working Groups. To receive brief progress reports and recommendations from the:

- a) Planning – Meeting did not take place as the elections left it inquorate
- b) Events Working Party- Car boot sale Sunday 10 September
- c) Festival Working Party-further discussion to be held

2324/021 Clerks Report
Dimensions adjacent building works are expected to commence between July and September 23

An email complaint received about commercial dog walkers will be followed up at the next Planning and Environment Committee meeting

Meeting closed at 8.37pm