

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE

STATION ROAD

BRICKET WOOD

ST ALBANS

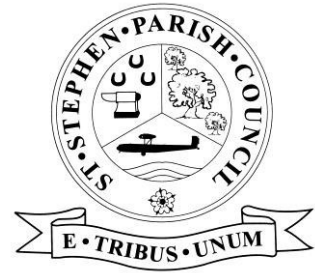
HERTS

AL2 3PJ

Tel: 01923 681443

Email: [clerk@ststephen-pc.gov.uk](mailto:clerk@ststephen-pc.gov.uk)

Web: [www.ststephen-pc.gov.uk](http://www.ststephen-pc.gov.uk)



## Minutes of Extraordinary Full Council Meeting

Held on Tuesday 9<sup>th</sup> August 2022 at 7.30pm

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

### Present: Councillors

Wendy Berriman

Martin Doyle

Ajanta Hilton

David Parry

Bill Pryce

Nicholas Tyndale

### Also present

Sue Hake, Clerk

Isabel Crozier, Assistant Clerk

Matt Huddleston, Senior Groundsperson

District Councillor Cllr Giles Fry

One member of public

### 2223/057 To receive and accept apologies for absence

Apologies received from Cllrs Kerry, Yates, Skelton, Spelman, Brannan and Whittaker

District Councillors Abidi and Webb

### 2223/058 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

### 2223/059 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

None

### 2223/060 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

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

To invite St Stephen Parish Councillors to briefly update on Parish related items

Cllr Fry provided and update

**2223/061 To confirm support from District Councillors for the agreement of the use of Section 106 monies to be used for Woodbury Park Play equipment and installation**

Cllrs Giles Fry, Syed Abidi, Nuala Webb, Vladimir Jirasek, Ajanta Hilton have confirmed support for this.

**2223/062 To consider and agree the contract for the purchase and installation of the play equipment at Woodbury Field, Bricket Wood.**

**Contractor A £130,200**

**Contractor B £100,000**

**Contractor C awaiting updated cost**

The updated cost received for contractor C is £138,062

The S106 for the log cabin is hoped to be approved for the transfer of funds to Woodbury Field

Cllr Parry suggested an emergency meeting for Community and Leisure in the next two weeks to ensure there is further consultation for the play equipment.

Cllrs believed the community are already aware of the plan for new equipment as this was shared before Covid

**Resolved:** To allocate the contract to Kompan

**Resolved:** Cllr Berriman proposed a banner be made to display 1<sup>st</sup> phase to be installed at Woodbury Field with the preferred design to put on website, facebook and in the Voice, seconded NT Unanimous

**Votes:** For 5, Against 1

**Motion Carried**

**Action:** Cllr Pryce to write to DC

Graham requested costs to be sent for submission into the article

**2223/063 To consider and agree allocating an amount up to £55,000 from Reserves towards the Woodbury Field play equipment and installation.**

NB: Clerk to reconfirm the VAT can be claimed back as a one off cost as the Field is not registered for VAT.

NB The Reserve allocation to be added to the current Section 106 monies that are in the region of £75,000 including the value of the log cabin

The Clerk informed councillors the offer from the owners of Hanstead Park to issue a letter stating they were happy for the £46k S106 funding allocated to a log cabin in Blackgreen Wood to be re-allocated to the Woodbury Field play area and would not claim against the variation was not accepted by the District Council who had stated an application to modify/vary the Section 106 Agreement would need to be submitted to spend any contribution outside the terms of agreement.

It was noted that the £46000 allocated to the Log cabin has been requested by the DC to obtain the variation from Bovis Homes

**Resolved:** Cllr Pryce proposed allocation up to £55K from reserves towards the Woodbury Field play equipment and installation and a further amount up to £46K from reserves or a budget virement to cover the full cost if required. Seconded Cllr Berriman

**Votes:** For 5, against 1,

**Motion Carried**

**2223/064 Reports: Finance, Policy and Resources**

- a. To consider the Grant and Discount application from Grow Chiswell Green for an Autumn Wildlife Festival at Greenwood Park on 2 October (application to be circulated on receipt)  
£550

**Resolved:** Cllr Parry proposed agreement for the grant amount of £550, seconded Cllr Hilton

**Votes:** Unanimous

**Motion Carried**

**2223/065 Clerks Report**

Link circulated for District Council link

Phase 2 boundary review consultations are live, also consulting on validation check list for planning applications.

Meeting closed 8.30pm

Signed:

Date:

## St Stephen Parish Council Bank Payments listed to December 23

### Date Bank Payments December 2023

|           |                            |                    |          |
|-----------|----------------------------|--------------------|----------|
| 07Dec2023 | B/P to: Alban Locksmiths   | INV. 21038 ALBAN L | -70.9    |
| 07Dec2023 | B/P to: Y B Skramm         | BUGLER REMEMTRAVEL | -24.88   |
| 07Dec2023 | B/P to: Park Street Plumb  | IN341050 STSTEPHEN | -22.86   |
| 07Dec2023 | B/P to: Beelex Electrical  | BEELEX INV093188   | -114.9   |
| 07Dec2023 | B/P to: Holywell Recycling | M048939            | -246     |
| 07Dec2023 | B/P to: Scott & Sons Ltd   | 89285/88911        | -104.14  |
| 07Dec2023 | B/P to: HCC Debtors        | HFS CS059420       | -609.95  |
| 07Dec2023 | B/P to: DC Payroll Service | INV 1470           | -46.25   |
| 07Dec2023 | B/P to: Gaia Sassoon       | DEP REF/SASS CR380 | -100     |
| 07Dec2023 | B/P to: Trade UK           | 6331640007673478   | -252.99  |
| 07Dec2023 | B/P to: DCA Security Syst  | DCA-11060 CCTV GWP | -144     |
| 07Dec2023 | B/P to: George Browns Ltd  | INV. 442355        | -300.39  |
| 07Dec2023 | B/P to: Harpenden Pipe Ban | PIPE BAND REMEMBRA | -350     |
| 07Dec2023 | B/P to: Michael Ray        | DEP REF /RAY CR379 | -250     |
| 07Dec2023 | B/P to: St Stephen PC L A  | TRANS FROM UNITY   | -10000   |
| 18Dec2023 | B/P to: St Luke's Church   | ST STEPHEN PC      | -200     |
| 18Dec2023 | B/P to: St Lukes Daycare   | LUNCH CLUB GRANT   | -200     |
| 18Dec2023 | B/P to: Non Slip Shop Ltd  | ST STEPHEN PARISH  | -357.39  |
| 18Dec2023 | B/P to: Park Street Plumb  | INV. 34902         | -9.3     |
| 18Dec2023 | B/P to: Herts Air Cond Ser | INV-0755           | -216     |
| 18Dec2023 | B/P to: 5 Star Loos Ltd    | INV. 23/0104       | -1101.6  |
| 18Dec2023 | B/P to: Trade UK           | INV1432547569      | -59.99   |
| 18Dec2023 | B/P to: St Stephen PC L A  | TRANS FROM UNITY   | -10000   |
| 18Dec2023 | B/P to: Ricoh UK Ltd       | 102376632          | -84.44   |
| 18Dec2023 | B/P to: Proludic Ltd       | SIN008485          | -37098.7 |
| 18Dec2023 | B/P to: Proludic Ltd       | SIN008486          | -71185.3 |
| 18Dec2023 | B/P to: PPL PRS Ltd        | 01673595SIN2566360 | -959.16  |
| 18Dec2023 | B/P to: PPL PRS Ltd        | 01673595SIN2586240 | -191.39  |
| 18Dec2023 | B/P to: IAC Audit & Consul | INV-1731           | -474     |
| 18Dec2023 | B/P to: DC Payroll Service | INV 1439           | -46.25   |
| 18Dec2023 | B/P to: F & R Cawley Ltd   | ST STEPHEN PARISH  | -1317.82 |
| 18Dec2023 | B/P to: Beelex Electrical  | BEELEX SO110100    | -60.74   |
| 18Dec2023 | B/P to: BWDJSC             | DEPOSIT REFUND     | -250     |
| 18Dec2023 | B/P to: Tacita Wallace     | DEPOSIT REFUND     | -100     |
| 18Dec2023 | B/P to: Laura E Cross      | DEPOSIT REFUND     | -100     |
| 18Dec2023 | B/P to: T&J Modashia       | DEPOSIT REFUND     | -100     |
| 22Dec2023 | B/P to: Lit Electrical Ins | INV 000014692      | -220     |
| 22Dec2023 | B/P to: Trade UK           | 6331640007673478   | -322.7   |
| 22Dec2023 | B/P to: Beelex Electrical  | INV093701          | -81.36   |
| 22Dec2023 | B/P to: D C Ramawickrama   | DEPOSIT REFUND     | -178.5   |
| 22Dec2023 | B/P to: Slam Signs Ltd     | INV. 14676         | -100.8   |
| 29Dec2023 | B/P to: E WHITTAKER        | CLLR ALLOWANCE     | -72      |
| 29Dec2023 | B/P to: W E BERRIMAN Â     | Dec-23             | -90      |
| 29Dec2023 | B/P to: AC & JM Ruffhead   | CLLR ALLOWANCE     | -99      |
| 29Dec2023 | B/P to: DAVID YATES        | CLLR ALLOWANCE     | -72      |
| 29Dec2023 | B/P to: N W TYNDALEÂ       | CLLR ALLOWANCE     | -54      |
| 29Dec2023 | B/P to: Richard Curthoys   | ST STEPHEN PC      | -72      |
| 29Dec2023 | B/P to: D KERRY            | CLLR ALLOWANCE     | -72      |
| 29Dec2023 | B/P to: Mr Aaron S Jacob   | CLLR ALLOWANCE     | -52.6    |

**Date      Bank payments November 23**

|           |                            |                    |          |
|-----------|----------------------------|--------------------|----------|
| 20Nov2023 | B/P to: Zoyah Khan         | DEP REF +OP REF CR | -171.5   |
| 20Nov2023 | B/P to: Technix            | INV72229           | -869.7   |
| 20Nov2023 | B/P to: LED Panel Store    | 8211-ST00002       | -147     |
| 20Nov2023 | B/P to: Ms A Gill          | DEPOSIT REF CR 365 | -100     |
| 20Nov2023 | B/P to: The Play Inspectio | 65000              | -438     |
| 20Nov2023 | B/P to: St Stephen PC L A  | TRANS FROM UT-CO/O | -10000   |
| 20Nov2023 | B/P to: Scott & Sons Ltd   | 88587/8-855/6      | -5780.9  |
| 20Nov2023 | B/P to: A.Andronic         | DEP REFUND CR360   | -100     |
| 20Nov2023 | B/P to: AF Environmental L | INV 0333           | -5060.4  |
| 20Nov2023 | B/P to: Mrs CL Day         | DEPOSIT REF CR 364 | -100     |
| 20Nov2023 | B/P to: A1 Security        | 23956 STSTEPHEN PC | -1379.38 |
| 20Nov2023 | B/P to: Clear Insurance Ma | LC002401 STSTEPHEN | -14045.5 |
| 20Nov2023 | B/P to: K Constructions Bu | 15NOV23 PC ROOF RE | -7150    |
| 20Nov2023 | B/P to: Central Drainage   | ST STEPHEN PC      | -126     |
| 20Nov2023 | B/P to: Team Medic         | 6933-REMEMB1STRESP | -474     |
| 20Nov2023 | B/P to: Pickleball gamesUK | 23252-STSTEPHENPC  | -210     |
| 20Nov2023 | B/P to: Caprin Ltd         | 57410/437STSTEPHEN | -305.6   |
| 20Nov2023 | B/P to: George Browns Ltd  | 441916-2355/6-2475 | -2732.97 |
| 20Nov2023 | B/P to: Legal & General    | G 74283-122        | -2992.7  |
| 20Nov2023 | B/P to: Amanda Burt        | DEPOSIT REF CR363  | -100     |
| 20Nov2023 | B/P to: HCC Debtors        | HFS102307429CS0594 | -459.52  |
| 20Nov2023 | B/P to: MATTHEW HUDDLESTON | NEC PARKREIMB      | -17.95   |
| 20Nov2023 | B/P to: B R Boatwright     | 1545-ST STEPHEN PC | -840     |
| 20Nov2023 | B/P to: Agrovista UK Ltd   | CD971643284 562635 | -52.58   |
| 20Nov2023 | B/P to: Total SportsGround | 0878-ST STEPHEN PC | -1380    |
| 20Nov2023 | B/P to: Castle Water Ltd   | TEI0000011390      | -256.23  |
| 21Nov2023 | B/P to: KOMPAN Ltd         | 249965             | -47964.3 |
| 30Nov2023 | B/P to: Mrs A Hart         | DEP REF CR306      | -100     |
| 30Nov2023 | B/P to: St Stephen PC L A  | TRANS FROM UNITY   | -10000   |
| 30Nov2023 | B/P to: Ouse Valley Constr | INV2559            | -495.79  |
| 30Nov2023 | B/P to: Chiswell Studios   | CSMLD558           | -250     |
| 30Nov2023 | B/P to: Trade UK           | 6331640007673478   | -121.5   |
| 30Nov2023 | B/P to: Smart TM Ltd       | 566 ST STEPHEN PC  | -768     |
| 30Nov2023 | B/P to: PPL PRS Ltd        | 2566351            | -169.24  |
| 30Nov2023 | B/P to: Alamgir Hussain    | DEP PREF CR371     | -205     |
| 30Nov2023 | B/P to: Park Communication | 97392              | -1090.8  |
| 30Nov2023 | B/P to: Mrs D B Bugembe    | DEP REF CR367      | -100     |
| 30Nov2023 | B/P to: Scott & Sons Ltd   | ST STEPHENPC       | -3118.45 |
| 30Nov2023 | B/P to: Derek Aldrich      | DEP REF CR370      | -100     |
| 30Nov2023 | B/P to: M J Lopes-Dias     | DEP REF CR368      | -100     |
| 30Nov2023 | B/P to: Beelex Electrical  | 093056 STSTEPHENPC | -71.82   |
| 06Dec2023 | B/P to: HCC PENSIONS - LGP | 85217              | -5191.08 |
| 06Dec2023 | B/P to: HMRC PAYE          | 951PB00104440      | -4976.51 |

Date Bank Payments October 23

|                                      |                    |          |
|--------------------------------------|--------------------|----------|
| 24Oct2023 B/P to: F & R Cawley Ltd   | 704492603611-1617  | -639.9   |
| 24Oct2023 B/P to: RBL Poppy Appeal   | EEE05STALBANSSSPC  | -25      |
| 24Oct2023 B/P to: SLCC Enterprises   | MEM239061-1        | -327     |
| 24Oct2023 B/P to: St Stephen PC L A  | TRANS FROM UNITY   | -10000   |
| 24Oct2023 B/P to: ZebraCarbonLtd     | 201038             | -750     |
| 24Oct2023 B/P to: ZebraCarbonLtd     | 201034             | -1350    |
| 24Oct2023 B/P to: Tudor Environmenta | 0280149STSTEPHENPC | -75.89   |
| 24Oct2023 B/P to: Trade UK           | 6331640007673478   | -353.42  |
| 24Oct2023 B/P to: Slam Signs Ltd     | 14354-23152AF      | -259.2   |
| 24Oct2023 B/P to: Scott & Sons Ltd   | STSTEPHENPC        | -132     |
| 24Oct2023 B/P to: Ricoh UK Ltd       | 102338278          | -219.37  |
| 24Oct2023 B/P to: Mark Harrod Ltd    | 68183-ST STEPHENPC | -434.02  |
| 24Oct2023 B/P to: HCC Debtors        | HFSCS059420H092311 | -992.94  |
| 24Oct2023 B/P to: Gristwood&Toms     | 52333              | -900     |
| 24Oct2023 B/P to: Castle Water Ltd   | TECB00007838       | -221.51  |
| 24Oct2023 B/P to: Castle Water Ltd   | TECB0007597        | -271.57  |
| 24Oct2023 B/P to: Holywell Recycling | STSTEPHENPC M04822 | -246     |
| 24Oct2023 B/P to: DC Payroll Service | INV 1397           | -46.25   |
| 24Oct2023 B/P to: Caprin Ltd         | ST STEPHEN PC      | -57.6    |
| 24Oct2023 B/P to: Burston Garden Cen | 100939-23163MH     | -104.95  |
| 24Oct2023 B/P to: A1 Security        | ST STEPHENPC 23873 | -1334.88 |
| 24Oct2023 B/P to: Sarah Foden        | DEPOSIT REFUND     | -100     |
| 24Oct2023 B/P to: Charlotte Bews     | DEPOSIT REFUND     | -100     |
| 24Oct2023 B/P to: Qiaole Zhao        | DEPOSIT REFUND     | -100     |
| 24Oct2023 B/P to: Mrs L Mitchell     | DEPOSIT REFUND     | -100     |
| 24Oct2023 B/P to: Mr S Needlestone   | DEPOSIT REFUND     | -100     |
| 24Oct2023 B/P to: Mr D L Eder        | DEPOSIT REFUND     | -100     |
| 30Oct2023 B/P to: Greenwood URC      | REFUND CR 357      | -136     |
| 30Oct2023 B/P to: Prince Chukumati   | DEPOSIT REF CR 354 | -250     |
| 06Nov2023 B/P to: HMRC PAYE          | 951PB00104440      | -4789.17 |
| 06Nov2023 B/P to: HCC PENSIONS - LGP | 85217              | -4774.91 |

September payment list paid Oct23

|                                      |                   |          |
|--------------------------------------|-------------------|----------|
| 05Oct2023 B/P to: HMRC PAYE          | 951PB00104440     | -4832.32 |
| 05Oct2023 B/P to: HCC PENSIONS - LGP | 85217 SEPT23      | -4877.92 |
| 17Oct2023 B/P to: W PRYCE Â          | CLLR ALLOWANCE Q2 | -72      |
| 17Oct2023 B/P to: Mrs Ajanta Hilton  | CLLR ALLOWANCE Q2 | -100.4   |

# **St Stephen Parish Council list of Direct Debit payment Oct-Dec 2023**

| <b>Date</b> | <b>DD Payment</b>                 | <b>Company</b>     | <b>Gross Amount £</b> |
|-------------|-----------------------------------|--------------------|-----------------------|
| 02Oct2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -193.6                |
| 02Oct2023   | Direct Debit (TOTALENERGIES G&P)  | 1185131            | -84                   |
| 02Oct2023   | Direct Debit (H3G)                | 985630447301200025 | -110.1                |
| 03Oct2023   | Direct Debit (SADC COUNCIL TAX)   | 7051089            | -961                  |
| 09Oct2023   | Direct Debit (BRITISH GAS)        | BGL0425915-0409010 | -15.34                |
| 09Oct2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -104.99               |
| 16Oct2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -30.36                |
| 16Oct2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -300                  |
| 16Oct2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -99.79                |
| 16Oct2023   | Direct Debit (SAGE SOFTWARE LTD)  | ZJVE5KQ            | -289.2                |
| 16Oct2023   | Direct Debit (LLOYDS BANK PLC)    | 5563140145418408   | -345.65               |
| 16Oct2023   | Direct Debit (SADC COUNCIL TAX)   | 7021936            | -404                  |
| 16Oct2023   | Direct Debit (SADC COUNCIL TAX)   | 9135020            | -152                  |
| 17Oct2023   | Direct Debit (CORONA ENERGY RETA) | D000091216C2310131 | -342.78               |
| 18Oct2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -12.38                |
| 19Oct2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -1025.29              |
| 23Oct2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -48.58                |
| 23Oct2023   | Direct Debit (SECOM PLC)          | 619077             | -52.09                |
| 24Oct2023   | Direct Debit (TOTALENERGIES G&P)  | 1174013            | -981.91               |
| 30Oct2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -48.72                |
| 30Oct2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -209.69               |
| 01Nov2023   | Direct Debit (SADC COUNCIL TAX)   | 7051089            | -961                  |
| 01Nov2023   | Direct Debit (H3G)                | 985630447301200026 | -45                   |
| 08Nov2023   | Direct Debit (BRITISH GAS)        | BGL0425915-0409010 | -24.16                |
| 13Nov2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -150.61               |
| 14Nov2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -1025.29              |
| 15Nov2023   | Direct Debit (SADC COUNCIL TAX)   | 7021936            | -404                  |
| 15Nov2023   | Direct Debit (SADC COUNCIL TAX)   | 9135020            | -152                  |
| 16Nov2023   | Direct Debit (SAGE SOFTWARE LTD)  | ZJVE5KQ            | -289.2                |
| 16Nov2023   | Direct Debit (LLOYDS BANK PLC)    | 5563140145418408   | -6                    |
| 17Nov2023   | Direct Debit (CORONA ENERGY RETA) | D000091216C2311151 | -623.46               |
| 21Nov2023   | Direct Debit (TOTALENERGIES G&P)  | 1174013            | -1268.46              |
| 22Nov2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -36.4                 |
| 23Nov2023   | Direct Debit (SECOM PLC)          | 619077             | -52.09                |
| 27Nov2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -138.58               |
| 28Nov2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -1120.47              |
| 01Dec2023   | Direct Debit (TV LICENCE DDA)     | 1138183482         | -159                  |
| 01Dec2023   | Direct Debit (SADC COUNCIL TAX)   | 7051089            | -961                  |
| 04Dec2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -83.45                |
| 04Dec2023   | Direct Debit (H3G)                | 985630447301200027 | -45                   |
| 11Dec2023   | Direct Debit (BRITISH GAS)        | BGL0425915-0409010 | -40.46                |
| 11Dec2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -14.4                 |
| 15Dec2023   | Direct Debit (SADC COUNCIL TAX)   | 7021936            | -404                  |
| 15Dec2023   | Direct Debit (SADC COUNCIL TAX)   | 9135020            | -152                  |
| 18Dec2023   | Direct Debit (CORONA ENERGY RETA) | D000091216C2312141 | -1297                 |
| 18Dec2023   | Direct Debit (FUEL CARD SERVICES) | SHO331470          | -147.46               |
| 18Dec2023   | Direct Debit (SAGE SOFTWARE LTD)  | ZJVE5KQ            | -289.2                |
| 18Dec2023   | Direct Debit (LLOYDS BANK PLC)    | 5563140145418408   | -1952.02              |
| 27Dec2023   | Direct Debit (TOTALENERGIES G&P)  | 1174013            | -2194.25              |
| 27Dec2023   | Direct Debit (SECOM PLC)          | 619077             | -52.09                |
| 28Dec2023   | Direct Debit (GOCARDLESS)         | HERTSCOM-26T6A79MC | -1120.47              |

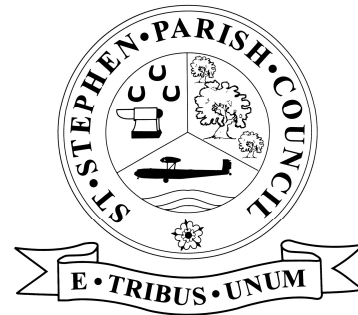
# St Stephen Parish Council Card purchases Oct - Dec 2023

|                         |            |                  |   |       | Gross   |
|-------------------------|------------|------------------|---|-------|---------|
| Account                 | Date       | Ref.             | Details   | Debit | Credit  |
| Lloyds                  | 02/11/2023 | Monthly fee Oct  | Lloyds card monthly fee Oct SH                    |       | 3.00    |
| Lloyds                  | 02/11/2023 | Monthly fee Oct  | Lloyds card monthly fee Oct AF                    |       | 3.00    |
| T & A Architectural     | 20/11/2023 | Purchase payment | PC strike plate and Park St Bollards pull handles |       | 19.50   |
| Christmas Direct        | 27/11/2023 | Purchase payment | Christmas Lights snowflake GWP CC                 |       | 1560.16 |
| Amazon Mkt place        | 03/11/2023 | Purchase payment | PC fire alarm break glass                         |       | 3.30    |
| Amazon Mkt place        | 05/11/2023 | Purchase payment | Bench end caps                                    |       | 20.18   |
| Amazon Mkt place        | 14/11/2023 | Purchase payment | vending -paper cups                               |       | 11.65   |
| Amazon Mkt place        | 14/11/2023 | Purchase payment | milk pots-coffee machine                          |       | 6.66    |
| Amazon Mkt place        | 14/11/2023 | Purchase payment | vending - paper cups                              |       | 33.71   |
| Amazon Mkt place        | 15/11/2023 | Purchase payment | dishwasher tablets,rinse aid, plstc end caps      |       | 27.32   |
| Amazon Mkt place        | 16/11/2023 | Purchase payment | plstc end caps                                    |       | 11.23   |
| Amazon Mkt place        | 16/11/2023 | Purchase payment | dishwasher salt 5kg                               |       | 8.49    |
| Amazon Mkt place        | 17/11/2024 | Purchase payment | PC cooker hob stickers                            |       | 5.87    |
| SLCC Enterprises Ltd    | 23/11/2023 | Purchase payment | Filca training J O'B                              |       | 144.00  |
| Amazon Mkt place        | 26/11/2023 | Purchase payment | Christmas Garland GWP                             |       | 58.98   |
| Amazon Mkt place        | 30/11/2023 | Purchase payment | clear plastic storage boxes-Play area             |       | 34.97   |
| Lloyds                  | 04/12/2023 | Monthly fee Dec  | Lloyds card monthly fee Dec SH                    |       | 3.00    |
| Lloyds                  | 04/12/2023 | Monthly fee Dec  | Lloyds card monthly fee Dec AF                    |       | 3.00    |
| Training Express        | 05/12/2023 | Purchase payment | Fire Mashall training                             |       | 9.60    |
| SLCC Enterprises Ltd    | 05/12/2023 | Purchase payment | quotes,tenders & contract training AF             |       | 42.00   |
| Amazon Mkt place        | 06/12/2023 | Purchase payment | Christmas Garland GWP                             |       | 58.98   |
| Andrewswater.co.uk      | 12/12/2023 | Purchase payment | inline filter -push fit connect PC                |       | 44.85   |
| Kent and Sussex vending | 15/12/2023 | Purchase payment | Flavia Creation 5001 coffee machine               |       | 729.00  |
| Costcutter,BricketWood  | 18/12/2023 | Purchase payment | refreshments purch for PC -AF                     |       | 8.08    |
| Abtap                   | 20/12/2023 | Purchase payment | GWP plumbing parts JU                             |       | 102.83  |
| Topps Tiles             | 21/12/2023 | Purchase payment | PC Gloss paint JU                                 |       | 10.68   |
| Amazon Mkt place        | 26/12/2023 | Purchase payment | Pickle Ball equip - GWP sports hall               |       | 83.98   |
| Lloyds                  | 02/01/2024 | Monthly fee Jan  | Lloyds card monthly fee Jan SH                    |       | 3.00    |
| Lloyds                  | 02/01/2024 | Monthly fee Jan  | Lloyds card monthly fee Jan AF                    |       | 3.00    |

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

CLERK TO THE COUNCIL : SUSAN HAKE  
THE PARISH CENTRE STATION ROAD BRICKET WOOD  
ST ALBANS HERTS AL2 3PJ  
Tel: 01923 681443  
Email: [clerk@ststephen-pc.gov.uk](mailto:clerk@ststephen-pc.gov.uk)  
Web: [ststephen-pc.gov.uk](http://ststephen-pc.gov.uk)



## **COUNCILLOR ALLOWANCE SCHEME 2024/25**

The Councillor Allowance Scheme is made in accordance with the Local Authorities (Members Allowances) (England) Regulations 2003 and was adopted by St Stephen Parish Council on 17 November 2022 subject to an annual review. The Scheme for the year 1 April 2024 to 31 March 2025 was reviewed for approval and adoption by Council on 18 January 2024 reference item **2324/097 c**

**Elected Members may elect to forego entitlement to all or any part of an allowance by written notice to the Clerk.**

### **BASIC ALLOWANCE**

£360 pa

### **TRAVEL ALLOWANCE**

For approved duties outside the Parish

|  |               |
|--|---------------|
| a) Private Motor Vehicle:  | 45 p per mile |
| b) Motorcycle  | 24 p per mile |
| c) Bicycle   | 20 p per mile |
| d) Public transport (Bus fare, second class Rail fares, Taxi fare) | Actual fare   |

### **SUBSISTENCE ALLOWANCE**

Maximum rates for approved duties outside the Parish

|  |         |
|--|---------|
| a) Breakfast Allowance   | £6.88   |
| b) Lunch Allowance   | £9.50   |
| c) Tea Allowance   | £3.76   |
| d) Dinner Allowance (only payable if arrival home is later than 8.30 pm) | £11.77  |
| Tea and dinner allowances are not payable for the same evening           |         |
| e) Overnight absence   | £130.00 |

Travel and subsistence allowances may be claimed to reimburse actual expenses up to the maximum rates incurred in the performance of approved duties by completing the appropriate form and shall be, wherever practical, accompanied by the receipted bill for the amount of expenditure incurred.

Note: 'approved duties' shall mean duties approved by the Council or its committees

Calendar St Stephen Parish Council meetings May 2024 to May 2025

|                        | May-24    | Jun-24    | Jul-24    | Aug-24 | Sep-24    | Oct-24    | Nov-24    | Dec-24    | Jan-25    | Feb-25    | Mar-25    | Apr-25    | May-25    |
|------------------------|-----------|-----------|-----------|--------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Full Council           | 16-May-24 | 20-Jun-24 | 18-Jul-24 | -      | 19-Sep-24 | 17-Oct-24 | 21-Nov-24 | -         | 16-Jan-25 | 20-Feb-25 | 20-Mar-25 | 17-Apr-25 | 15-May-25 |
| Planning & Environment | 09-May-24 | 13-Jun-24 | 11-Jul-24 | -      | 12-Sep-24 | 10-Oct-24 | 14-Nov-24 | 12-Dec-24 | 09-Jan-25 | 13-Feb-25 | 13-Mar-25 | 10-Apr-25 | 08-May-25 |
| Finance                |           | 11-Jun-24 | 23-Jul-24 | -      |           | 22-Oct-25 | 26-Nov-24 | -         | 07-Jan-25 |           |           | 22-Apr-25 |           |
| Fixed Assets           | 30-May-24 |           | 25-Jul-24 |        | 27-Sep-24 |           | 22-Nov-24 |           |           |           | 27-Mar-25 |           | 29-May-25 |
| Community & Leisure    | 23-May-24 |           |           |        | 06-Sep-24 |           |           | 05-Dec-24 |           | 06-Feb-25 |           |           | 22-May-25 |

HR when required



## Our Budget this year

Our plans include

## About US

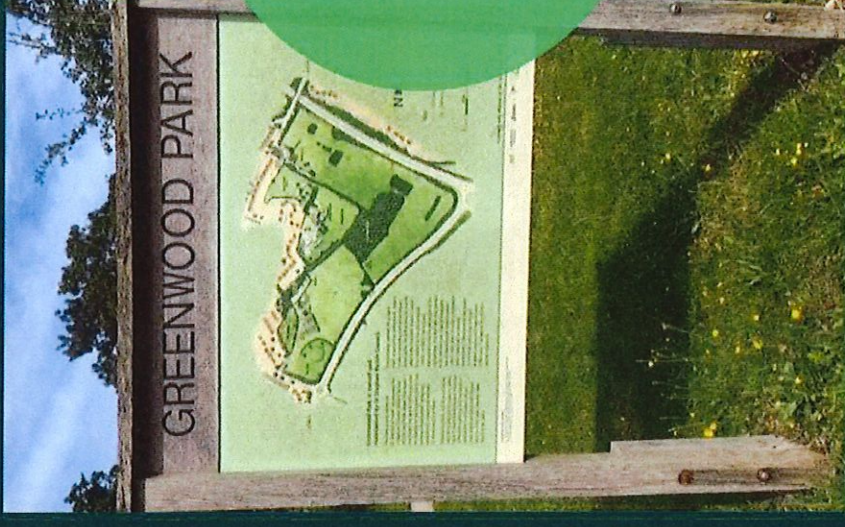
St Stephen Parish Council serves the residents of Bricket Wood, Chiswell Green and Park Street. Our main responsibility is to manage and maintain green spaces - Greenwood Park, Park Street recreation Ground, Mayflower Road, Cherry Hill and North Close.

In addition, the Council holds community events throughout the year-Armed Forces Day, Remembrance Sunday and an annual summer festival for all at Greenwood Park.

The Council is made up of 12 elected Councillors who



Councillors and staff



# 2024 St Stephen Parish Council



# Positive Developments

## Community Involvement:

Contributed £5,000 in grants to support local causes, making a positive impact on our community.

## Income Growth

Increased our hiring of our buildings and sports facilities and increased of income

## Sustainability Initiatives

The Council committed to installing solar power at Greenwood Park Community Centre

## Events

We held a number of well attended, free for all events throughout the year: Coronation Day, Armed Forces Day Car Boot Sale, Armed Forces Day

## Grant Applications

We successfully applied for two grants from Tarmac for improvements to Park Street Recreation Ground Play Area

## Community Garden

We welcomed the Community Garden to Greenwood Park

## Play Areas

We completed a consultation for Woodbury Field and installed phase 1, 2 and 3

Completed phase 1 and 2 play area improvements at Park Street Rec.

# Aims for 2024

## Events

Summer Festival at Greenwood Park  
Armed Forces Day  
Car Boot Sale  
Remembrance Sunday

## Play Areas

Consultation for Mayflower Road Play Area  
Complete the final phase of improvements at Woodbury Field  
Complete the final phase of improvements at Park Street Recreation Ground  
Install a new slide to replace existing at Greenwood Park

## Buildings

Complete the Place Services options study  
Complete the asset transfer of Woodbury Field and Park Street Recreation Ground from the District Council  
Install solar panels on Greenwood Park Community Centre

## Green Spaces

Woodland management Plan  
Solar pathway lights at Greenwood Park and Park Street Recreation Ground

# Mission/vision/strategic

St Stephen Parish Council's aim this year is to:

A vision statement details where the organization aspires to go.

Goal 4 Completing Park Street

Goal2 Replacing slide

nt details where the organization aspires to go.

Goal 3 Completing Woodbury Field



## Contact Us

01923 681 443

Clerk@ststephen-pc.gov.uk

www.ststephen-pc.gov.uk

The Parish Centre, Bricket Wood AL2 3PJ

# ST STEPHEN PARISH COUNCIL Budget-Actuals Apr-Sep 23 and Draft Budget 2024-25

| <u>Name</u>   | BUDGET 2023/4 | Actual Sept 2023 | Projected EOY as at 30-9-23 | Draft Budget 2024/25 |
|---|---------------|------------------|-----------------------------|----------------------|
| <b><u>INCOME</u></b>  |               |                  |                             |                      |
| Precept   | 666070        | 666070           | 666070                      | 748850               |
| <b>TOTAL INCOME (ex Precept)</b>                                    | <b>201444</b> | <b>281507</b>    | <b>823469</b>               | <b>224511</b>        |
| <u>Name</u>   | BUDGET 2023/4 | Actual Sept 2023 | Projected EOY               | Draft Budget 2024/25 |
| <b><u>EXPENDITURE</u></b>   |               |                  |                             |                      |
| Total Salaries and contractors                                      | 335134        | 130935           | 335134                      | 373765               |
| General Admin   | 109426        | 39298            | 108102                      | 122781               |
| Vehicle Expenses  | 11044         | 6139             | 11044                       | 12148                |
| Grounds machinery, repairs/maint/small tools                        | 36500         | 28526            | 36500                       | 35540                |
| WOODLANDS -Grounds Management                                       | 25000         | 3483             | 25000                       | 20500                |
| Play Areas TOTAL  | 38379         | 3194             | 36276                       | 71988                |
| Parish Centre   | 48219         | 11500            | 36719                       | 73918                |
| Barn  | 4673          | 1819             | 4673                        | 6141                 |
| GP Community Centre   | 71158         | 30625            | 71158                       | 77780                |
| GP Pavilion   | 4252          | 1458             | 4252                        | 4927                 |
| Greenwood Park  | 13875         | 5122             | 13875                       | 16762                |
| PSR Pavilion  | 6945          | 3955             | 6945                        | 7911                 |
| Park Street Rec   | 10981         | 3204             | 10981                       | 12079                |
| All Allotments (incl water)   | 1928          | 561              | 1928                        | 2121                 |
| Election Expenses- Use reserves if required-Chiswell Green election | 0             | 5042             | -5042                       | 0                    |
| Grants/Donations/S137   | 5000          | 2450             | 5000                        | 5000                 |
| Memorial, Furniture + noticeboards                                  | 5000          | 715              | 5000                        | 20000                |
| DEVELOPMENT project-GWP   | 75000         | 12945            | 30000                       | 75000                |
| DEVELOPMENT TASK AND FINISH GWP -PC                                 | 30000         | 0                | 30000                       | 30000                |
| Parish Centre New Access to Smug Oak Lane                           | 30000         | 0                | 30000                       |                      |
| <b>TOTAL EXPENDITURE</b>  | <b>867514</b> | <b>423465</b>    | <b>930039</b>               | <b>973361</b>        |
| <b>TOTAL INCOME excl Precept</b>                                    | <b>201444</b> | <b>281507</b>    | <b>823469</b>               | <b>224511</b>        |
| <b>TOTAL EXPENDITURE</b>  | <b>867514</b> | <b>423465</b>    | <b>930039</b>               | <b>973361</b>        |
| <b>PRECEPT</b>  | <b>666070</b> | <b>666070</b>    | <b>666070</b>               | <b>748850</b>        |



## **St Stephen Parish Council**

---

**We commit to uphold the Armed  
Forces Covenant and support the Armed Forces  
Community. We recognise the contribution that Service personnel,  
both regular and reservist, veterans and military  
families make to our organisation, our community and to the country.**

Signed on behalf of:

**St Stephen Parish Council**

Signed:

Name: Councillor David Yates

Position: Chair of St Stephen Parish Council

Date:



# **The Armed Forces Covenant**

An Enduring Covenant Between

The People of the United Kingdom  
His Majesty's Government

— and —

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most, such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

## Section 1: Principles of The Armed Forces Covenant

1.1 We, **St Stephen Parish Council**, will endeavour to uphold the key principles of the Armed Forces Covenant:

- *Members of the Armed Forces Community should not face disadvantages arising from their service in the provision of public and commercial services.*
- *In some circumstances special provision may be justified, especially for those who have given the most, such as the injured or bereaved.*

## Section 2: Demonstrating our Commitment

2.1 We recognise the contribution that Service personnel, reservists, veterans, the cadet movement and military families make to our organisation, our community and to the country. We will seek to uphold the principles of the Armed Forces Covenant by:

- **Promoting the fact that we are an Armed Forces-friendly Council, to our members and wider public, celebrating the work of the Armed Forces and encouraging positive interaction between them and members of the public.**
- **Encouraging support for Armed Forces Charities.**
- **Maintaining St Stephen Parish War Memorial**
- **Holding a Remembrance Day Parade**
- **Holding an Armed Forces Day event**

2.2 We will publicise these commitments on our website, setting out how we will seek to honour them and inviting feedback from the Armed Forces Community and our residents on how we are doing.



# The Future of Greenwood Park (Condensed version)

A community survey carried out by Breakthrough Communications & Strategies Limited, on behalf of St Stephen Parish Council. Report date 20th October 2023.



**BREAKTHROUGH**  
COMMUNICATIONS  
SPECIALISTS IN CONNECTING COUNCILS WITH THEIR COMMUNITIES

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| Q10: The Council has to consider how best to pay for and maintain free-of-charge facilities and services.<br>Please consider to what extent you agree or disagree with the following statements.....                                    | 15 |
| Q10a: We are seeing there are a lack of multi-use pitches locally and demand is high. How would you feel<br>about a floodlit pay-per-play multipurpose Astro turf pitch, expected to initially be 2/3rd funded by 3rd parties?<br>..... | 15 |

|  |    |
|--|----|
| Q10b: How would you feel about a full-sized indoor sports court to run co-current activities or a full court for basketball / netball / volleyball etc?.....   | 15 |
| Q10c: How would you feel about the current buildings being extended or moved?.....   | 16 |
| Q10d: How would you feel if we had a car park that was free or reduced fees for registered residents of the Parish, but visitors coming from outside the parish had to pay?.....   | 16 |
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| Q12: St Stephen Parish Council has organised a variety of events at Greenwood Park, which are free for the community to enjoy, such as the Jubilee and Coronation festival style celebrations, and the Christmas Market. However, these events have caused some disruption for regular users. How important are such large, community events to you, and how likely are you to attend them?..... | 21 |
| Q12a: How important are such large, community events to you? Please choose one answer.....   | 21 |
| Q12B: How likely are you to attend or take part in such events? Please choose one answer.....  | 22 |
| Q13: Do you have suggestions for any other community events you would like to see at Greenwood Park? ..  | 23 |
| Q14: Thinking about the future of Greenwood Park specifically, do you have any other ideas or suggestions that you would like to share with the Council?.....  | 25 |
| Q15: The council manages other sites including Woodbury Field play area, Blackgreen Wood, Park Street Recreation Ground and play area, allotments at Park Street Lane and Greenwood Park, Mayflower Road play area and Cherry Hill Park. If you have any feedback on any of these sites or facilities, please let us know..  | 27 |

# 1 Executive Summary

## 1.1 Introduction

St Stephen Parish Council ("The Council") commissioned Breakthrough Communications & Strategies Limited ("Breakthrough Communications") to carry out a community survey to ascertain how local residents currently utilise the open spaces and facilities located within Greenwood Park and to ascertain their views on potential future changes and improvements.

## 1.2 Survey Process

Breakthrough Communications met with Officers and Members of the Council to better understand what they wanted to achieve by carrying out a survey. This included exploring what the council wanted to understand from users and residents, as well as logistical options for promoting the survey to a wide a group of residents as possible.

Breakthrough Communications explored the specific questions the council wanted to ask, and refined these to ensure these contained both open and closed questions, as well as ensuring the language used was accessible, avoided jargon and did not contain any sense of bias. The Council also utilised the survey to ask some further open-ended questions about the future of other open space assets.

In order to be as open, inclusive and transparent as possible, the council agreed that the survey should be carried out in both printed and digital formats and promoted through as many communications channels as possible.

No questions - on either the printed survey or digital survey - were mandatory. Responses would also be anonymous, however it was agreed to ask for three classification questions, in order for the council to better understand which voices it was hearing from. It was therefore agreed to ask for a respondent's Post Code, age and number of years lived in the parish.

It was agreed that a printed copy of the survey should be distributed to local households, which was carried out by the council's contractor, with printed surveys also available from the council directly. The digital version of the survey was made available through a page on the council's website.

The survey was promoted heavily by the Council and by Breakthrough Communications:

- On the council's own social media (organic)
- Through geo-targeted paid-for social media (paid for)

- On the council's website
- Through the door drop of surveys that took place to local households
- Local councillors using their own networks to encourage residents to take part
- Use of a large, printed vinyl banner
- Use of posters in noticeboards and sent to local venues

The survey went live on Tuesday 5th September 2023 and concluded on Wednesday 4th October 2023.

## 1.3 Results

In total, there were 717 completed responses to the survey, which were broken down by the following methods of receipt:

- 408 responses completed using the digital survey, which would have been accessed by the council's own social media, its website, and from scanning QR codes on posters and on paper copies of the survey
- 89 responses completed from geo-targeted social media, where Breakthrough Communications utilised paid-for posts on both Instagram and Facebook platforms to target anyone active on those platforms and living within the near vicinity of the parish
- 220 responses completed using the paper survey

## 2. Results by Survey Question

### Survey Section 1: How you currently use Greenwood Park

#### Q1 Survey Respondent Demographics

##### Q1a Post Code

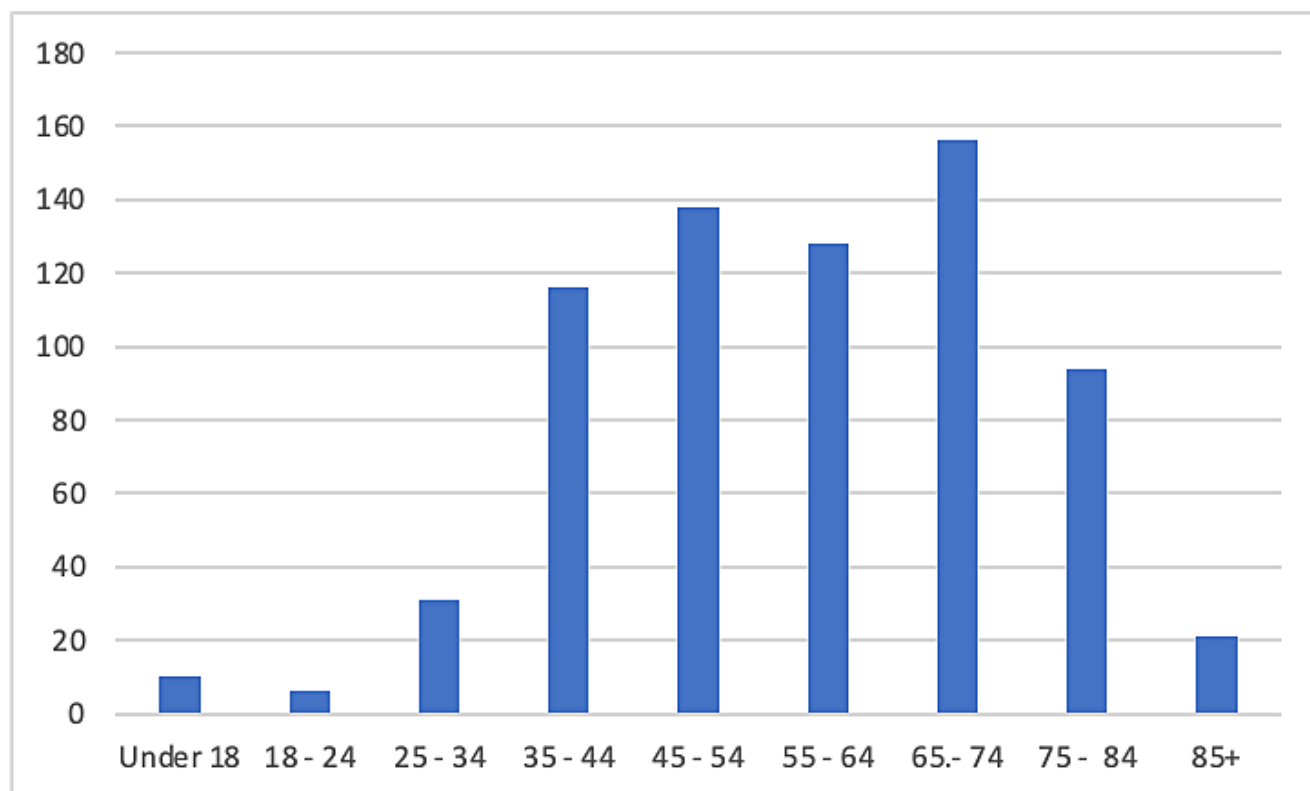
Of the 717 completed responses, **610** were identified as being wholly within the parish boundary, based on the completed Post Code they supplied when cross-matched against a list of Post Codes supplied by the council.

Of the remaining **107** responses that were not in the parish boundary area, **14** entries did not supply their Post Code at all.

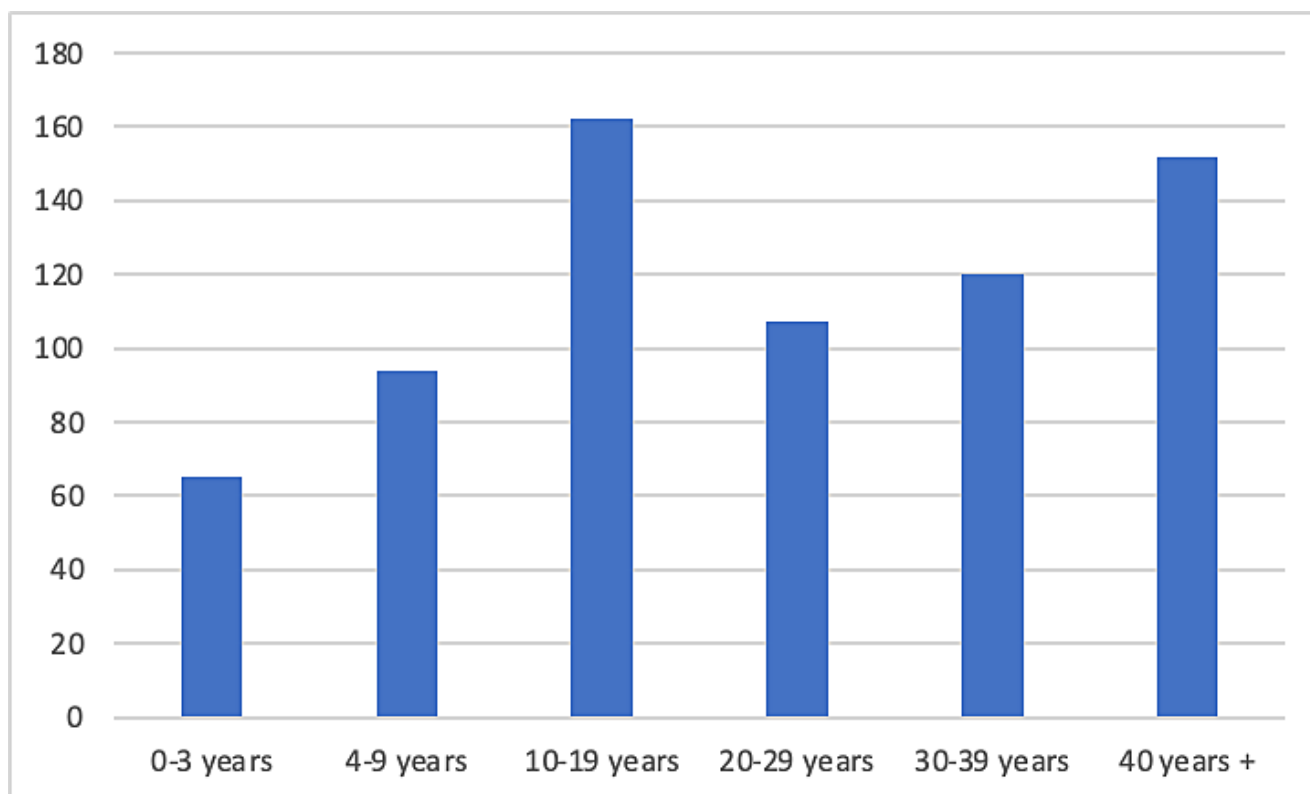
Of the remainder **93** entries:

- **27** Post Codes were only partially entered, and so we cannot verify their exact location, although **25** of these did contain either AL/1/2/3 or WD25 Post Codes;
- Of the remaining **66** responses, one entry contained an invalid Post Code and three were located within the Hemel Hempstead area (within the HP1 and HP2 areas);
- Of the remaining **62** responses, all were Post Codes that contained AL1, AL2, AL3, AL4 or WD25.

### Q1b: Age



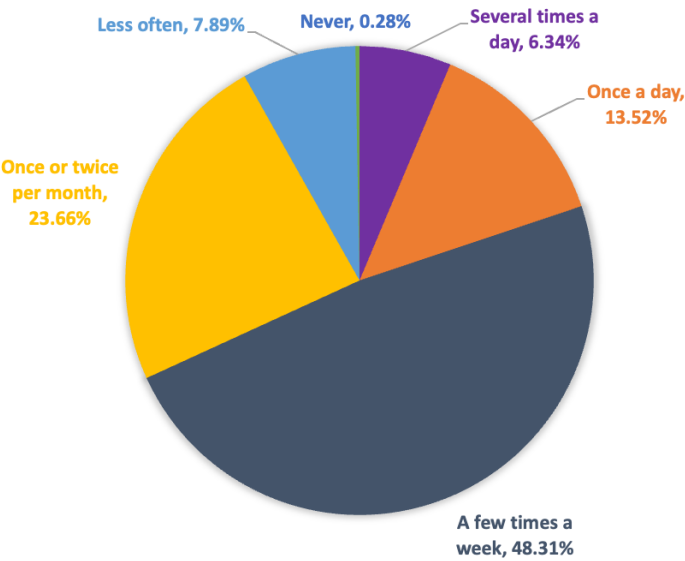
### Q1c: How many years have you lived in the parish?



**Q2: How often do you currently visit Greenwood Park?**

(Choose one answer)

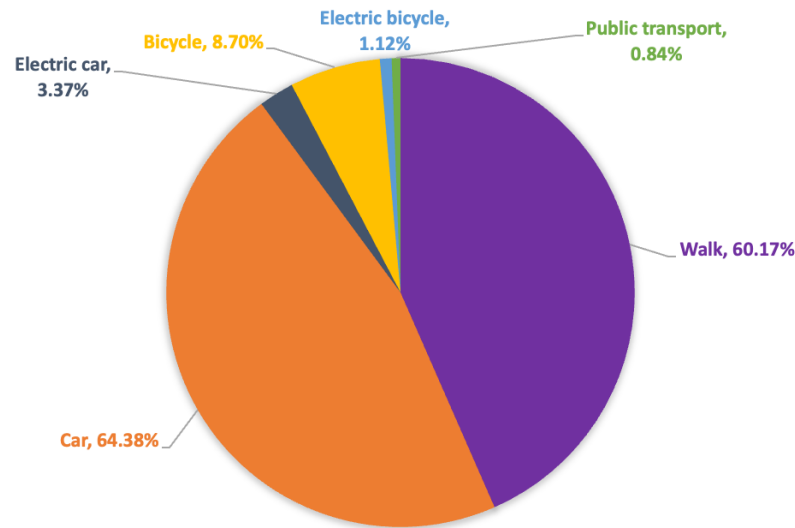
Answered: 710 Skipped: 7



**Q3: If you do visit Greenwood Park, how do you generally get there?**

(Choose as many as you wish)

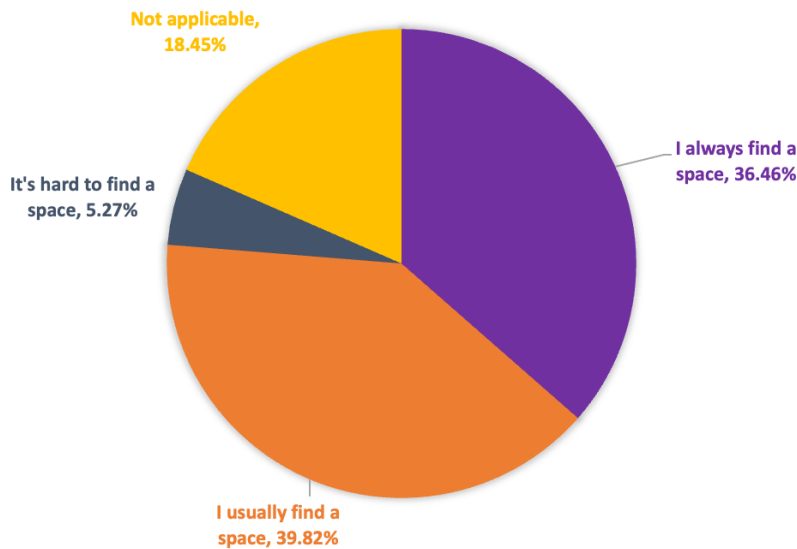
Answered (unique respondents): 713 Skipped: 4



Q4: If you drive to Greenwood Park, how easy is it to find a car parking space?

Choose one answer.

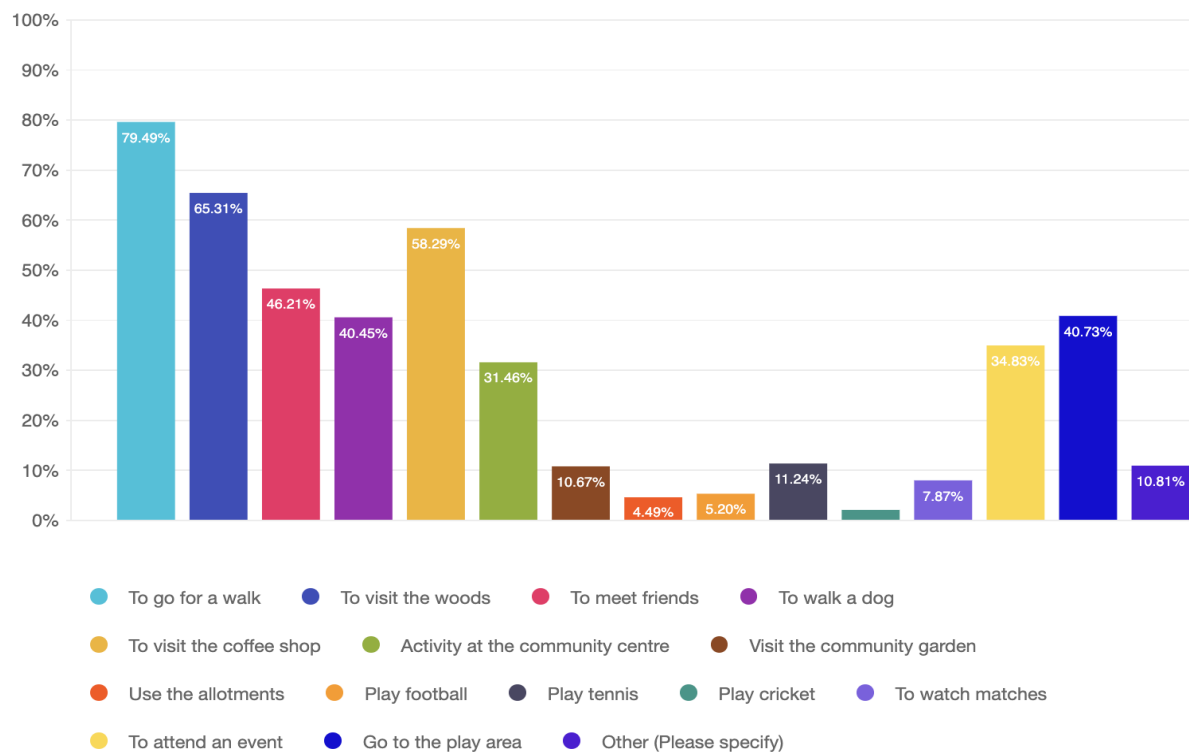
Answered: 683 Skipped: 34



Q5: There are currently a range of facilities at Greenwood Park. Which facilities do you generally make use of?

Choose as many as you wish.

Answered (individual respondents): 712 Skipped: 5

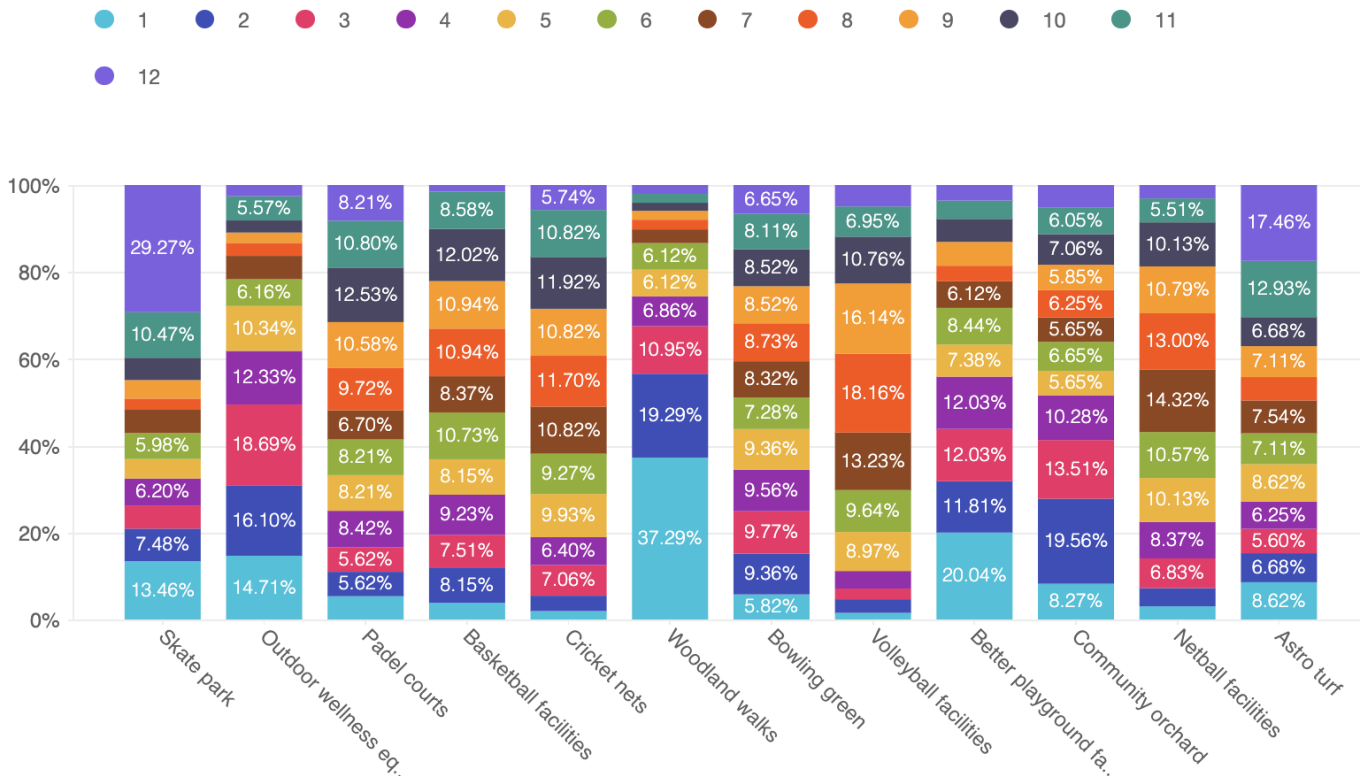


## Section 2: Additional facilities at Greenwood Park

**Q6: Which additional outdoor facilities would you most like to see at the park, that would encourage you or your children to visit more often?**

Please rank in order of personal importance, where '1' = most important, '12' = least important. You can only use each number once when ranking.

Answered: 615 Skipped: 102



Of the results above, the first preferences were distributed as follows:

- Woodland walks: 201 (37.3%)
- Better playground equipment: 95 (20%)
- Outdoor wellness equipment: 74 (14.7%)
- Skate park 63 (13.5%)
- Community orchard 41 (8.3%)
- Astro turf 40 (8.6%)
- Bowling green 28 (5.8%)
- Padel courts 25 (5.4%)
- Basketball facilities 18 (3.9%)
- Netball facilities 14 (3.1%)
- Cricket nets 9 (2%)
- Volleyball facilities 7 (1.6%)

***Q7: Do you have any additional ideas for outdoor facilities? If so, please tell us in the box below:***

256 respondents provided feedback.

Summary of responses as follows:

**Park Improvements:**

1. Better fencing, especially near roads for dog safety.
2. More seating areas, shaded areas, and picnic tables.
3. Improve paths and lighting for safety.
4. Maintain natural grass and woodland areas; resist over-development.
5. More waste and recycling bins, especially for dog waste.
6. Environmental considerations like avoiding AstroTurf and promoting wildlife habitats.

**Play & Sports Facilities:**

1. Splash parks or water play areas.
2. Outdoor gym equipment or fitness areas.
3. Facilities for older children (skate park, basketball hoops, bouldering wall).
4. Jogging/running tracks with distance markers.
5. Multi-purpose sports areas (for basketball, netball, lacrosse, etc.)

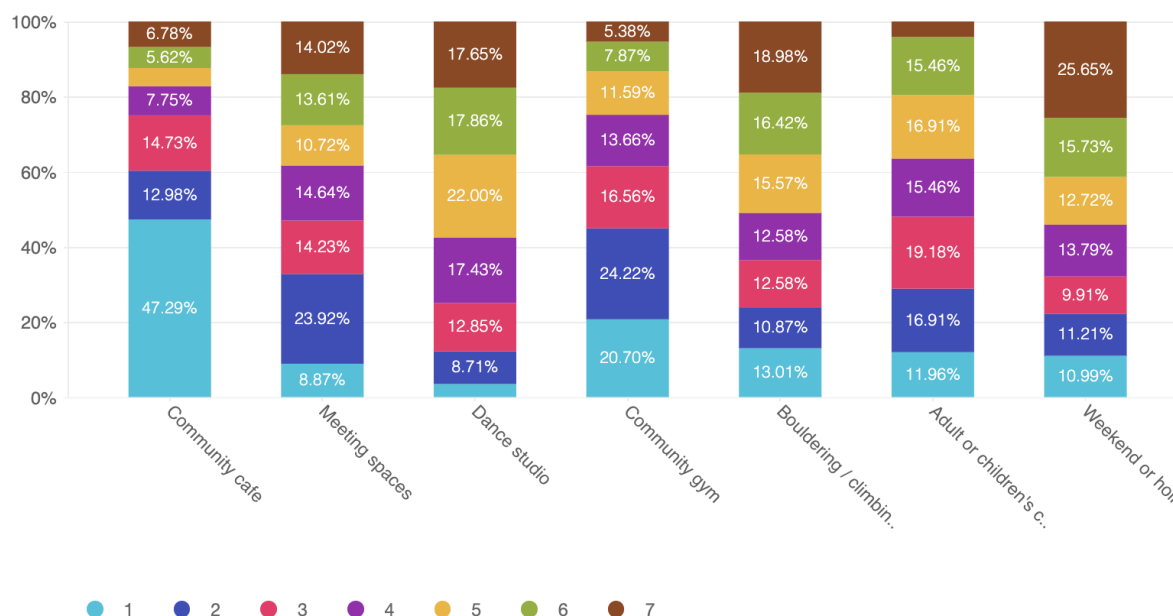
**Community & Social Areas:**

1. Community gardens or vegetable gardens.
2. Shelters or covered areas, especially near the café.
3. Designated dog areas, possibly including a dog agility course.
4. Areas that promote interaction like "chat benches" or social seating.
5. Youth-centric facilities or youth clubs.

## Q8: Which additional indoor facilities would you most like to see at the park, that would encourage you or your children to visit more often?

Please rank in order of personal importance, where '1' = most important, '7' = least important. You can only use each number once when ranking.

Answered: 573 Skipped: 144



Of the results above, the first preferences were distributed as follows:

- Community cafe 244 (47.3%)
- Community gym 100 (20.7%)
- Bouldering / climbing wall 61 (13%)
- Adult or children's community groups or facilities 58 (11.96%)
- Weekend or holiday pay-per-play children's facilities or activities 51 (10.99%)
- Meeting spaces 43 (8.87%)
- Dance studio 16 (3.49%)

***Q9: Do you have any additional ideas for indoor facilities? If so, please tell us in the box below:***

184 respondents provided feedback.

Summary of responses as follows:

**Community and Family Services:**

- Year-round puppy classes and child doggy etiquette education.
- Stay and play facilities for toddlers and caregivers to enhance community ties.
- A cafe providing work experience for disabled individuals and a sensory room for SEN children.
- Indoor activity centre for children, history wall, local trade stalls, and subsidised café offerings for retirees.

**Sports and Fitness Facilities:**

- Covered tennis and badminton courts, indoor netball, and basketball facilities for all-year use.
- Fitness activities including classes (yoga, Pilates, dance, indoor cricket), fitness shops, and equipment rental.
- Establishment of new sports like paddle courts, golfing facilities, and pickleball.

**Infrastructure and Facility Improvements:**

- Air conditioning in halls and fitness areas, shower facilities, room storage, and better kitchen facilities.
- Expanded cafe with indoor seating, accessible toilets with better maintenance, and a dog-friendly environment.
- Car workshop, office space with internet, printing hub, and charging stations for electronics.

**Environmental and Outdoor Considerations:**

- Emphasis on wildlife, ecology centres, and the extension of community gardens and shared greenhouses.
- Retention of outdoor spaces and opposing additional buildings in park areas to preserve natural settings.
- Improvement of air quality by adding woodlands and enforcing boundaries for pet safety near traffic.

### Community and Social Engagement:

- Various clubs and social groups for all ages, including mothers and babies, teens, and pensioners.
- Facilities for exhibitions, crafts, book swaps, therapy sessions, and music rehearsals.
- Spaces for recovery meetings, community pubs/bars, and social events to foster community interaction.

### Education and Arts:

- Study and library spaces, technology support, and artistic activities like exhibitions and music.
- Space for educational workshops and environmental teaching, especially relating to local history and arts.

### Accessibility and Inclusion:

- Inclusive activities for individuals with disabilities, visual impairments, and additional support for older residents.
- Accessible event spaces and facilities for a broad range of community functions and activities.

### Recreation and Entertainment:

- Indoor options for soft play, trampolines, and sports like table tennis and squash.
- Entertainment areas with stages for comedy, bands, and social gatherings, including areas for relaxation and reading.

### Cafes and Concessions:

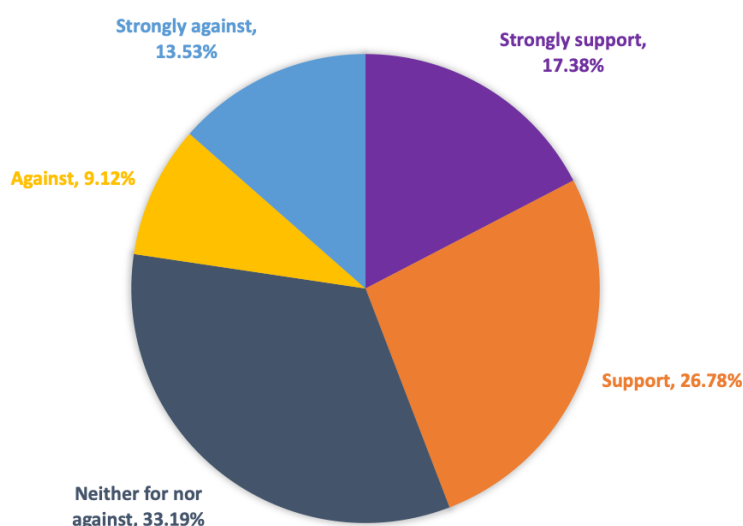
- Community-run cafes, possibly dog-friendly, with options for rentable space.
- Consideration of current external catering facilities to support local businesses.

### Miscellaneous:

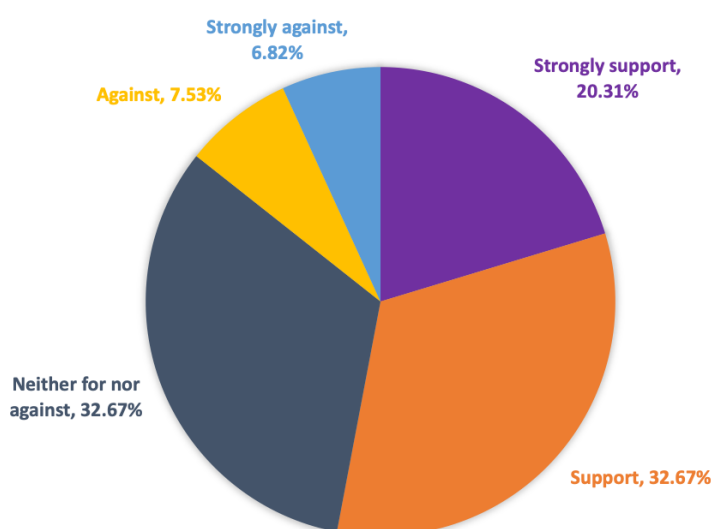
- Enhanced lighting, soundproofing in meeting rooms, and air conditioning for comfort during events.
- Emphasis on not expanding to preserve park serenity and focus on nature, wildlife, and community well-being.

**Q10: The Council has to consider how best to pay for and maintain free-of-charge facilities and services. Please consider to what extent you agree or disagree with the following statements.**

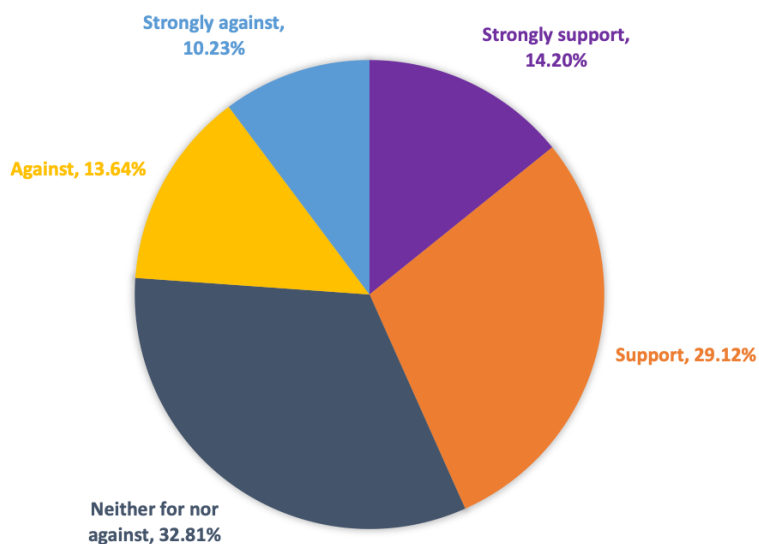
**Q10a: We are seeing there are a lack of multi-use pitches locally and demand is high. How would you feel about a floodlit pay-per-play multipurpose Astroturf pitch, expected to initially be 2/3rd funded by 3rd parties?**



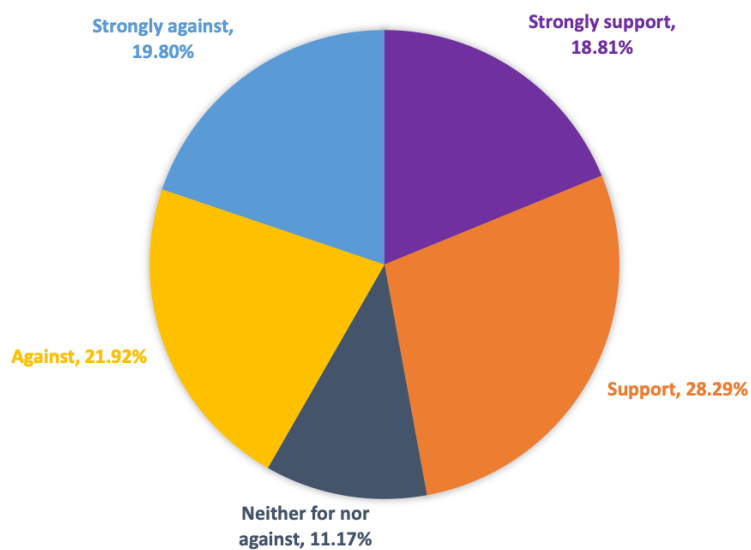
**Q10b: How would you feel about a full-sized indoor sports court to run co-current activities or a full court for basketball / netball / volleyball etc?**



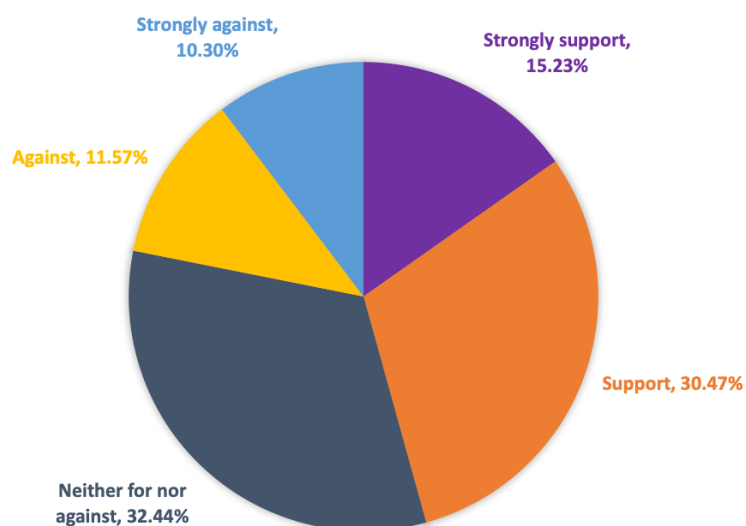
**Q10c: How would you feel about the current buildings being extended or moved?**



**Q10d: How would you feel if we had a car park that was free or reduced fees for registered residents of the Parish, but visitors coming from outside the parish had to pay?**

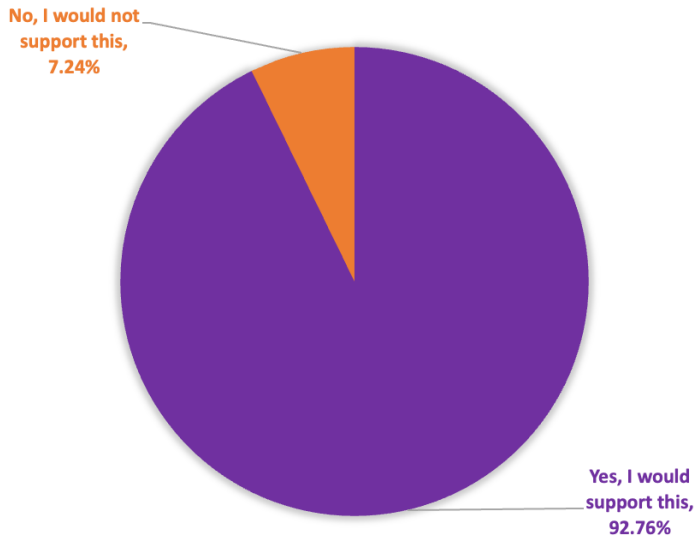


**Q10e: How would you feel about electric car chargers being installed at the park?**



## Survey Section 3: Events at Greenwood Park

**Q11: Spaces at Greenwood Park Community Centre are hired out for a variety of activities and events. Would you be in favour of St Stephen Parish Council organising community support activities and groups, for example a lunch club, dementia social group, youth drop in, IT workshops, etc?**



### **(Follow-up question)**

Please share any specific ideas you have for council-organised events.

Responses can be summarised as:

#### **Community and Social Support:**

- Establish support groups for mental health, dementia, parents, caregivers, special educational needs (SEN), autism, LGBTQ+, youth.
- Organize social activities for the elderly, such as lunch clubs, IT workshops, and dementia cafes.
- Facilitate support for families with young children through playgroups and family centres.
- Offer socialisation opportunities for isolated elderly residents and provide support for families dealing with dementia.

#### **Youth Engagement:**

- Develop a youth club for social and educational activities, including those for home-schooled and disabled/intellectually disabled children.
- Arrange teen-focused activities such as boot camps, discos, and gardening clubs.
- Create safe spaces for toddlers to teenagers to interact and learn in a supervised

environment.

- Provide real-life work experience opportunities and hands-on groups for youth.

### **Health and Wellness:**

- Offer yoga therapy sessions for various groups, including SEN and mental health sessions.
- Conduct outdoor well-being events, fitness classes tailored to specific demographics (e.g., new parents, the elderly), and nature courses.
- Partner with local healthcare providers for on-site physiotherapy, occupational therapy, and health surgeries.
- Hold mental health awareness and wellness activities, possibly with health and well-being related classes.

### **Educational and Skill Development:**

- Facilitate workshops on practical skills, from electrical repairs to building birdhouses and gardening.
- Host educational support sessions such as tutoring for children who have fallen behind, first aid courses, and computer literacy classes for seniors.
- Provide platforms for life coaching and foreign language meetups.

### **Recreation and Leisure:**

- Organize various clubs such as bridge, book clubs, chess, and singles meetups.
- Arrange regular events like quiz nights, bridge club meetings, and board game evenings.
- Offer themed music nights/disco, arts and craft workshops, and environmental awareness activities.
- Set up a community garden for allotments and outdoor activities.

### **Cultural and Community Events:**

- Host small social festivals with food and music, possibly incorporating a carol service.
- Plan market stalls, car boot sales, and clothes swap events.
- Propose community singing groups and band concerts for local entertainment.
- Conduct litter clear-ups and beautification projects like planting shrubberies and creating flowered areas.

### **Sustainable and Accessible Infrastructure:**

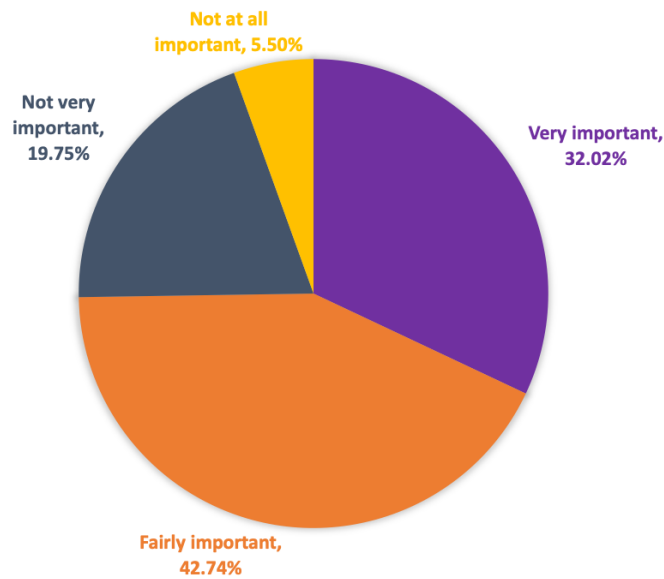
- Address the need for sufficient parking while considering environmental impact and promoting non-car travel.
- Ensure essential facilities like toilets are in place for larger events.
- Consider the integration of safe, fenced areas in parks for pets and children.
- Discuss the potential for a parish council to provide venues for events, rather than organizing them directly.

### **Community Integration and Funding:**

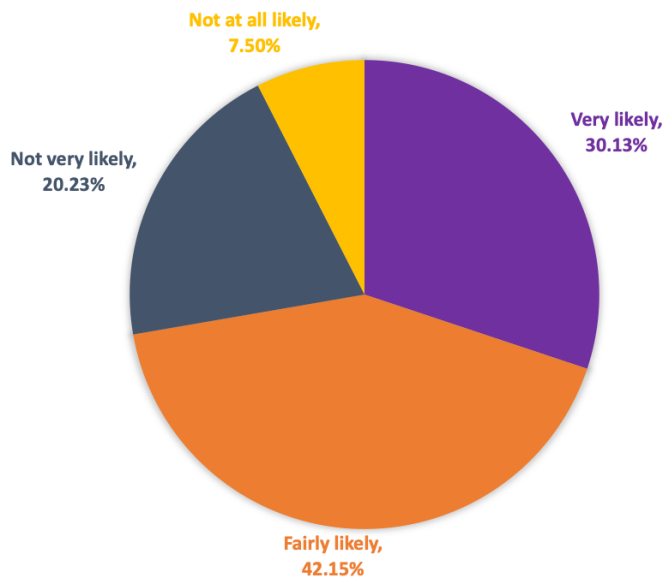
- Collaborate with local councils for funding and support.
- Partner with existing community groups and charities to leverage resources and prevent duplication of services.
- Explore financial support sessions for community members.

**Q12: St Stephen Parish Council has organised a variety of events at Greenwood Park, which are free for the community to enjoy, such as the Jubilee and Coronation festival style celebrations, and the Christmas Market. However, these events have caused some disruption for regular users. How important are such large, community events to you, and how likely are you to attend them?**

**Q12a: How important are such large, community events to you? Please choose one answer.**



**Q12B: How likely are you to attend or take part in such events? Please choose one answer.**



### **Q13: Do you have suggestions for any other community events you would like to see at Greenwood Park?**

177 responses.

These can be summarised as:

#### **Event Suggestions:**

1. **Music-Related:** Annual music festivals, outdoor concerts, choir performances, local bands, Britain's Got Talent-type event, open mic nights, and silent discos.
2. **Seasonal and Cultural:** Firework displays (with a preference for silent ones), Christmas markets and carol services, Easter egg hunts, Halloween parties, Diwali celebrations, Eid prayers, seasonal fairs, and Jubilee-like celebrations.
3. **Sports and Fitness:** Charity sports events, family-friendly sports tournaments, inflatable runs, colour runs, community sports matches, yoga/meditation sessions, fitness classes for seniors, and "open" days for trying out different sports.
4. **Family and Children's Events:** Summer fetes, family festivals, toddler festivals, kids' discos, nature-based events, crafts fairs, and outdoor cinema events.
5. **Food and Drink:** Food festivals, beer festivals, community BBQs, picnic in the park events, and farmers' markets.
6. **Educational and Environmental:** Wildlife festivals, environmental awareness events, rewilding areas, talks on local history/culture/nature, and workshops on various skills like IT or gardening.
7. **Social and Community Building:** Social evenings with auctions and quizzes, coffee mornings, community fete, community dance events, volunteer recruitment events, and events for the elderly or isolated community members.
8. **Market and Sales:** Car boot sales, jumble sales, craft markets, book swaps, and vintage fairs.
9. **Special Interest:** Dog shows, pet shows, cat shows, classic car shows, and art exhibitions.

#### **Improvements and Considerations:**

1. **Facilities and Amenities:** Increasing allotment sizes, ensuring sufficient parking without fees, maintaining green spaces, enhancing wildlife habitats, improving event organization, and adding more activities besides food stalls.
2. **Communication:** Better promotion of events, possibly a community newsletter or updated bulletin boards, to ensure residents are aware of activities.

3. **Accessibility:** Consideration for silent fireworks to accommodate pets and sensitive individuals, additional disabled parking spaces, and ensuring that events cater to all age groups, including younger people.
4. **Environmental Impact:** Caution against over-development, maintaining green space, and holding events that promote environmental responsibility.
5. **Inclusivity:** Hosting culturally diverse events and ensuring events cater to different interests and demographics within the community.
6. **Engagement:** A desire for more interactive events that encourage community engagement, with suggestions for activities that involve local talent and businesses.
7. **Funding:** Ideas for ticketed events that can help pay for community improvements, and a consideration that free entry to parks and facilities may encourage more community spending within.

***Q14: Thinking about the future of Greenwood Park specifically, do you have any other ideas or suggestions that you would like to share with the Council?***

273 responses.

Responses can be summarised as:

**Car Parking**

- Tarmac the main and top car park and paint spaces especially disabled spaces
- Currently no parking when events are held, need to increase size
- Congestion in residential side roads
- Free parking
- Provide sufficient cycle racks

**Boundary/Facilities**

- Paths around the park and forest
- Do not bring council offices to greenwood park with council machinery and vehicles.
- Resistance to building on greenbelt land
- Improving toilet and kitchen facilities, better disabled and baby facilities
- More use of green energy such as ground source heat pumps under the field, wind turbine, rain water harvesting to use as grey water in flushing toilets within the buildings and watering the park grounds
- Secure fencing around the boundary of the park for the safety of dogs
- Install wind breaks around perimeter fencing to provide shelter/ enhance playing conditions for Tennis Courts
- Provide better lighting as the road from the top car park and from the tennis pavilion is not good enough

**Leisure**

- Valued and much used space widely used by dog walkers, families and sports people
- More noise and over-development with activities eg skateboards/climbing and football would change the park too much
- The park is the flagship of the parish. It needs to be extended for future use.
- Allotments are a key community space
- Roller skating area / bike safety lessons
- Skate Park

## **Play Park/Equipment**

- An outside gym would be very beneficial
- The main children's area is good and any additional equipment would be welcome
- Equipment for older teens and young adults
- More benches

## **Wildlife/Animals**

- Greenwood Park is a well maintained, beautiful park and much valued community asset
- Pond for schoolchildren to access to do pond dipping
- More wildlife friendly, More trees, shrubs and wildflower meadows
- More Litter and Dog poo bins
- Preserve the green spaces (meadows and woods) as much as possible for the enjoyment of local residences
- Additional planting to further screen the park from traffic noise along the A414, especially the stretch up to the Park Street roundabout.

## **Parish Centre**

- Keep the parish centre open
- Do not sell off the parish centre to developers/housing
- Air conditioning for the centre

## **Events**

- More Community events
- Board game clubs
- Earlier closing times for Salsa etc

## **Hospitality**

- More food and drink offers
- Keep existing Cafe
- Inside area for the long winter months.

***Q15: The council manages other sites including Woodbury Field play area, Blackgreen Wood, Park Street Recreation Ground and play area, allotments at Park Street Lane and Greenwood Park, Mayflower Road play area and Cherry Hill Park. If you have any feedback on any of these sites or facilities, please let us know.***

189 responses received.

Responses can be summarised as:

### **All**

- Planting more trees, planting bee and pollinator plants, building wildlife pond, adding more bird nest boxes, preserving wildlife. Are there areas round the edges that could be left uncut to let wildflowers grow?
- Improving/updating, more play equipment including for older children
- Toilets needed/improved
- Additional benches
- Install outdoor gym/exercise equipment
- Additional Litter/Dog Poo bins
- Signage to keep dogs under control and clear up their mess

### **Blackgreed Wood**

- Gets flooded and muddy in Winter, could bark chippings be introduced?

### **Park Street Recreation Ground**

- Tarmac and paint spaces
- Cafe needed

### **Cherry Hill Park**

- Basketball Court, Cricket nets and a proper football pitches

### **Mayflower Road Play area**

- Signage to keep dogs under control and clear up their mess, respect residents

- Pitch Lines painted and fenced off as part of the play area to prevent dogs walking across/fouling on the pitch
- Perfect for young children, wonderful little park
- Basketball/netball hoop and bouldering wall

### **Woodbury Field**

- So much better now and is used by many local families
- Better access for wheelchairs/mob scooters