

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

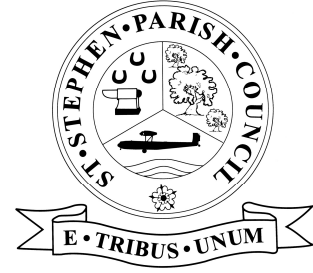
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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## Minutes of the Full Council Meeting held on **Thursday 18 April 2024 at 7.30pm**

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

### Present: Councillors

Wendy Berriman

David Brannen

Richard Curthoys

Ajanta Hilton

Dorothy Kerry

Bill Pryce

Adrian Ruffhead

Nicholas Tyndale

David Yates

Eileen Whittaker

Also present

Sue Hake, Clerk

District Councillor Nuala Webb

3 members of public

### **2324/120 Public Participation – to receive petitions, comments and questions**

To welcome public participation in accordance with the Public Speaking Policy

None

### **2324/121 To receive reports from representatives of St Albans District Council and Hertfordshire County Council**

District Councillor Hilton informed the Council the Keep Chiswell Green are looking into a judicial review for the proposed Cala homes development in Chiswell Green

### **2324/122 To receive and accept apologies and reason for absence**

Apologies and reason received and accepted from Cllr Skelton

Apologies received from Cllr Jacob

### **2324/123 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

### **2324/124 To confirm minutes of meeting held on 21 March 2024**

**Resolved:** The minutes were confirmed and signed

### **2324/125 To invite St Stephen Parish Councillors to update Members on Parish related issues**

Cllr Ruffhead informed the council he had received a complaint about the change of name for the December event at Greenwood Park

### **2324/126 Update on previous actions not mentioned later in the agenda**

None

### **2324/127 Reports: Finance, Policy and Resources**

a) To confirm list of March 24 payments authorised by Finance Committee Members  
Confirmed

b) To confirm list of DD payments Jan-Mar 24  
Confirmed

c) To consider and agree waiting list priority for allotment plot holders

**Resolved:** Confirmed names on waiting list to be offered a vacant allotment plots in order of

priority, residents without a plot, residents with a plot, business owners in the Parish paying rates who are not residents and then non residents

**Action:** to discuss at a Fixed Assets meeting with the Senior Groundsperson, the option of creating additional allotment plots and possible beginner plots at Watford Rd or North Close

d) To agree process for allotment allocation awaiting outcome of Option Study

**Resolved:** To continue to allocate plots at Tippendell Lane and to create a standard letter to be issued to inform the plot holders they may need to vacate the plot should extensions and changes to the facilities be made at Greenwood Park as part of the Strategic Plan and following the outcome of the Option Study rather than a verbal communication

e) To consider and agree the option for the purchase of the tractor and flail

**Resolved:** To suspend Standing Orders to enable the purchase of the tractor

**Resolved:** To agree quote 2 for the purchase of the Iseki tractor at £38,350 plus VAT from the rolling budget and 1.6m flail at £4582 plus VAT to come from previous years underspend

### **2324/128 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 -Events Working Party

Car boot sale being held at the Parish Centre on between 8am to noon on Sunday 21 May

**Action:** Clerk to request no developer vehicles remain on the lower car park on this date

Events Working party agreed to be held on Wednesday 24 April at 2pm to discuss

arrangements for official opening of Woodbury Field on Saturday 1 June 24

The Council expressed their thanks to John Drinkwater for all of his hard work to support the Armed Forces Day event to be held on 30 June

**Action:** John Drinkwater agreed to share the information of what has been arranged to date to the Clerk for all Councillors

b) Planning and Environment – Feedback including Woodland Management Task & Finish Group

i. **Recommendation** To agree and adopt the Woodland Management Plan

ii. **Recommendation** To agree and adopt the Hedgerow Management Plan

**Resolved:** To agree and adopt both the Woodland and Hedgerow Management Plans

c) Fixed Assets – Option Study update

**Action:** Assistant Clerk to arrange extra meeting to discuss the Phase 1 Option Study and liaise with Cllr Skelton for availability as soon as possible

d) Confirm Committee Chair report items for Parish Meeting and attendance

### **2324/129 Clerks report**

Play area works update

Senior Groundsperson gave an update on the latest minor delay for completion of installation of play equipment

### **Agenda items for the next meeting to be sent to the Clerk by Monday 6 May 2024**

The meeting closed at 21:25

Signed:

Date: