

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 **Thursday 29 February 2024 at 10.30am**
Venue: **Parish Centre, Station Road, Bricket Wood AL2 3PJ**

Present Councillors

David Yates

Wendy Berriman

Dorothy Kerry

Ajanta Hilton

Bill Pryce

Co-opted Committee Member: Chris Matson (PSRA)

Also present:

Amanda Feron, Assistant Clerk

Dani Medlin, Centres Manager

Joanna O'Brien, Administrative Officer

Matthew Huddleston, Senior Grounds Person

2324/CL/042 To receive and accept apologies for absence
Apologies received from Cllr Whittaker.

2324/CL/043 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 received.

2324/CL/044 To approve the minutes of the last meeting of the Community and Leisure
Committee, held on 7 December 2023.
Resolved: Agreed Unanimous

2324/CL/045 Public Participation- to invite comment and questions from the public in accordance
with the Public Speaking Policy.
No member of the public attended.

2324/CL/046 Update on previous actions not mentioned in this agenda.
None

2324/CL/047 To agree notice board specification and to discuss and agree location for Park
Street notice board.
Resolved: That the Committee agree the notice board specification from the
noticeboard company.

Votes: For, unanimous

Motion Carried

Resolved: That the Park Street notice board is moved to Park Street War Memorial and installed near to the bus stop. Precise location to be determined by the Senior Grounds Person.

Votes: For, unanimous

Motion Carried

2324/CL/048 To discuss and agree actions to request installing noticeboards at Harperbury, Lancaster Grange and Hanstead Park

Action: Cllr Yates to contact Hanstead Park management company and owners' association to progress.

Action: Cllr Hilton to contact Cllr Webb for a contact at Harperbury Park to progress.

Action: Assistant Clerk to contact Lancaster Grange management company to progress.

2324/CL/049 To consider and agree 5 Year Plan for Play Areas and to make a recommendation to Full Council. Report attached.

Resolved: That the Committee recommend to Full Council that St Stephen Parish Council agree the 5 year plan in principle.

Votes: For, unanimous

Motion Carried

2324/CL/050 To consider and agree possible future projects to use S106 or Parish funding and to make a recommendation to Full Council.

- a) St Julian's woodland trail
- b) Community orchard
- c) Blackgreen woodland trail

Resolved: That the Assistant Clerk liaise with Killigrew School to progress the St Julian's Woodland Trail.

Votes: For, unanimous

Motion Carried

Resolved: That the Committee recommend to Full Council that St Stephen Parish Council agree the projects as potential future S106 or Parish funding.

Votes: For, unanimous

Motion Carried

Resolved: That the Committee recommend to Full Council that in a case when an urgent decision is required that St Stephen Parish Council staff prioritise agreed S106 projects.

Votes: For, unanimous

Motion Carried

2324/CL/051 To provide update on planned events

- a) Armed Forces Day
In progress.

- b) Community Awards/ Parish in Bloom

Action: Joanna O'Brien to contact Residents' Associations to progress.

- c) Remembrance Sunday
- d) Car Boot Sale, to discuss and agree format
Dates agreed 21 April, 19 May, 16 June.
£10 per stall cost agreed.
- e) Christmas event
Date agreed 1 December
Action: Dani Medlin to book out the Centre for the whole day.
- f) Summer event 2024, to discuss and agree format.
Date agreed, 1 September
Action: Cllrs Pryce and Yates to meet 1 March with potential sponsor
- g) Play Areas Opening event
Date agreed 1 June
Action: Joanna O'Brien to invite Crest Nicholson to attend.

2324/CL/052 Clerks Report

Request for a croquet lawn at Greenwood Park.

Action: Dani Medlin to follow up.

Meeting ended at 12.06pm