

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

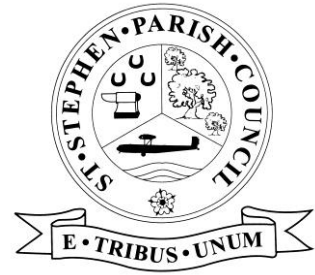
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of the Full Council Meeting held on Thursday 18th July 2024 at 7.30pm

at The Parish Centre, Station Road, Bricket Wood, St Albans, AL2 3PJ

Present: Councillors

Wendy Berriman

David Brannen

Richard Curthoys

Aaron Jacob

Dorothy Kerry

Bill Pryce

Adrian Ruffhead

Mark Skelton

Nicholas Tyndale

Eileen Whittaker

David Yates

Also present

Susan Hake, Clerk

District Councillors, Giles Fry, Nuala Webb and Teri Smith

3 Members of public

2425/037 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

Mr Drinkwater wished to thank the grounds and maintenance, office staff and councillors for the support given for the Armed Forces Day and further thanks to Mr Choppin for assisting with traffic management on the day

He also wished to thank the Council for the Freedom of the Parish Award given to him at the event

2425/038 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

District Cllr Fry confirmed he has been re-elected

District Cllr Webb gave an update on the Fight the Freight and confirmed they will appeal against the decision made at the Judicial Review.

District Cllr Smith introduced herself to the Council

2425/039 To receive and accept apologies for absence

Apologies and reason received and accepted from Cllr Hilton

2425/040 i To confirm the Full Council minutes of the meeting held on 20 June

Resolved: To confirm the Full Council minutes as an accurate record of the meeting held on 20 June 24

ii. To confirm the Full Council extra meeting minutes held on 20 June 2024

Resolved: To confirm the Full Council extra meeting minutes

2425/041 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

2425/042 Chairs report

Nothing to report

2425/043 Update on previous meeting actions not mentioned later in the agenda
No items not included within the agenda

2425/044 Reports: Finance, Policy and Resources

- a) To note list of June payments authorised by Finance Committee Members and signatories
Noted
- b) To note list of quarterly DD and Card payments
Noted
- c) To agree Asset disposal of ride on lawnmower for £7,800
Resolved To agree the Asset disposal of the ride on lawnmower for £7,800
- d) To note Vehicle Insurance renewal
Noted
- e) To note Quarterly Budget to Actuals
Noted
- f) To consider the Biodiversity Duty to link with current strategic management plans and agree commitment for the completion of a policy during 2024-25
Some work has already been completed by the Council with further works planned to link from our management plans and Neighbourhood Plan review into a future Biodiversity Policy
- g) To discuss and agree actions for car parking resurfacing at Parish Centre
Resolved: Unanimous, To give delegated power for the decision of progressing the resurfacing of the Parish Centre car park to as high a standard as possible
Action: Cllr Yates to liaise with HHH to obtain information relating to the repurposing/recycling method of existing road surface which is believed to cost significantly less than tarmac
Action: Clerk to ascertain future contribution amounts from Dimensions UK for ongoing maintenance of the entrance road
- h) To consider proposal from Dimensions Uk in reference to new gate at the Parish Centre
The Council were not enamoured with the design of the gate image although one councillor thought it may look better in the Green similar to the Parish noticeboards but would not expect to contribute towards the existing gate replacement
Action: Clerk to enquire again if Dimensions plan to cover the cost of a new gate
- i) To review and adopt the Financial Regulations 2024
Agreed for the new Financial Regulations to be reviewed in detail at the Finance Committee
- j) To consider and agree any grant/discretionary discount applications
 - i. Keep Chiswell Green request for £10k funding support towards Progressing Judiciary review to challenge the decision to permit planning for additional housing in Chiswell Green
Cllr Curthoys requested all votes be recorded
Resolved: Votes For Cllrs Yates, Berriman, Jacob, Kerry, Pryce, Tyndale, Skelton & Whittaker
Against: Cllrs Ruffhead, Curthoys and Brannen

2425/045 To note minutes and agree recommendations from the Council's Committees & Working Groups

To receive brief progress reports and recommendations from the:

- a) Planning & Environment
Update provided by Cllr Pryce
- b) Finance Committee
To note next meeting will be held on Tuesday 23 July 24
- c) Fixed Asset Committee
Feedback on Option responses and agree next actions
Cllr Skelton gave feedback following the workshop held with Place Services and the provision of revised options to Fixed Assets and core staff. A scoring matrix was subsequently provided by Place Service for completion.
Cllr Tyndale requested the scoring matrix be calculated separately between the elected

members and staff.

Action: Clerk to request Place Services separately record the scoring between elected members and staff

d) HR Committee

Two new part time staff members have settled in and are working well
HR meeting date to be amended from 8 August, Cllr Kerry to forward date and time options to the Clerk

e) Community & Leisure Committee-

i. Recommendation from Community and Leisure to agree the allotment condition 16 change

Resolved to hold an extra Community and Leisure meeting to revisit the allotment recommendation and policy, consider establishing an appeals process for decisions made, discuss and agree 6x6m marquee hire/purchase for 1 September display of GWP options, Woodland Management plan and Play Area Plan

f) Events Working Party

Cllr Berriman requested Councillors confirm their availability to attend the Memorial Service on 10 November 2024 by the beginning of September

2425/0346 Clerks Report - Information updates

- S106 funded proposed projects to be shared to next Fixed Asset Meeting

Action: All Councillors to forward S106 project suggestions to Fixed Assets for consideration Clerk

- Discuss Exhibition items for 1 September event at Greenwood Park – To be discussed further at the extra Community and Leisure meeting to be arranged ASAP
- The Clerk has been asked to take a request to install catch on all play area gates, but specifically at Park Street be considered at the next Community and Leisure meeting
- The Clerk informed Councillors the Assistant Clerk and Senior Groundsperson are working with Killigrew School for the design of a new Woodland Trail and a new wooden bench for the St Julians Wood project
Killigrew School have received the Bronze, Silver, and Gold Green Tree Schools Woodland Trust Awards

Agenda items for next meeting required by 9 September

Terms of Reference and Strategic Plan confirmation

Meeting closed at 21:34