

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

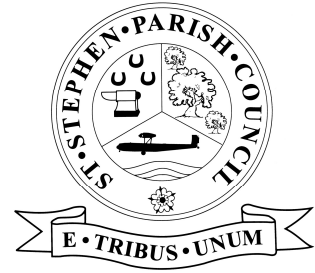
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of the Full Council Meeting

held on Thursday 19th September 2024 at 7.30pm

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

Present : Councillors

Wendy Berriman

Ajanta Hilton

Nicholas Tyndale

Dorothy Kerry

Adrian Ruffhead

Eileen Whittaker

Richard Curthoys

Mark Skelton

Also present:

Susan Hake, Clerk,

6 members of public

County Cllr Nash

2425/051 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

A member of public read through comments to support the recommendations from the Planning & Environment Committee in reference to items 2425/059 a and b planning application 5/2023/2191

The Chair, Cllr Hilton confirmed a reply will be made in the next week to the member of public who submitted questions the previous afternoon

2425/052 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

Cllr Hilton confirmed a review will be made at District Council on the decision of the planning application 5/2023/2091

Cllr Hilton also gave an update on the decision relating to St Albans District Council Local Plan

County Cllr Nash gave an update after item 2425/059e on the drainage works being carried out in Park Street and stating the HCC website will be updated going forward to keep everyone informed of progress. Also, that Smug Oak Lane potholes will be dealt with after the drainage works have been completed

2425/053 To receive and accept apologies for absence

Apologies and reason received and accepted from Cllr Yates, Pryce and Brannen

Cllr Jacob also advised he was not able to attend

2425/054 i To confirm the Full Council minutes of the meeting held on 18 July

Resolved: Agreed

ii. To confirm the Full Council minutes of the extraordinary meeting held on 30 July 2024

Resolved: Agreed

2425/055 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

2425/056 Chairs report

No report

2425/057 Update on previous meeting actions not mentioned later in the agenda
No items

2425/058 Reports: Finance, Policy and Resources

- a) To note list of July/August payments authorised by Finance Committee Members and signatories
Noted
- b) To consider and agree any grant/discretionary discount applications
 - i. Hanstead Wood grant request for £300
Resolved: Agreed Unanimous
 - ii. 1st Chiswell Green Guides discretionary discount to hire Orton Hall, Greenwood Park
Deferred as form not received
 - iii. Keep Chiswell Green discretionary discount to hire the Sports Hall, Greenwood Park
Resolved: Agreed
- c) To confirm Utility contract fixed rates
Contract fixed rates supplier confirmed as Corona
- d) To consider quotes for Green Flag Management Plan, Green Flag Action Plan and submission of Green Flag Award
It was questioned if the Green Flag award is needed for Greenwood Park
Resolved: to be discussed at Community and Leisure

2425/059 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
Recommendation from Planning and Environment Committee for St Stephen Parish Council to issue a letter of complaint to SADC Planning about the scant attention given to the St Stephen Neighbourhood Plan in determining planning application 5/2023/2191
Resolved: For St Stephen Parish Council to issue a letter of complaint to SADC Planning about the scant attention given to the St Stephen Neighbourhood Plan in determining planning application 5/2023/2191
- b) **Recommendation** from Planning and Environment Committee that if planning application 5/2023/2191 is approved, St Stephen Parish Council sends a Letter Before Action to St Albans District Council
It was noted the cost is believed to be in the region of £500
Resolved: If planning application 5/2023/2191 is approved, St Stephen Parish Council To establish a working group to agree the content for a Letter Before Action to be sent to St Albans District Council and to cover the costs from the Reserves held for the Planning and Environment Committee
- c) Finance Committee- Minutes circulated
- d) Fixed Asset Committee
Review feedback on Parish Centre Car park contributions and agree next actions
To review car parking at Woodbury Field and agree next steps
Action: Agreed to be discussed at the next Fixed Asset meeting
To review parking issues at Greenwood Park prior to consideration of parking charge discussion at next Fixed Asset Meeting
Action: Cllr Hilton and Yates to discuss possible invitation to the Chairs of U3A and Killigrew School governors and to confirm next steps to manage parking issues at Greenwood Park without the need to introduce parking charges
Action: Greenwood Park Front Flowerbed actions to be discussed at the next Fixed Asset meeting
- e) HR Committee – next meeting to be set for the following week
- f) Community & Leisure Committee-
 - i. **Recommendation** to Full Council to update Mayflower Road play area using 2025-26 budget

- Resolved:** Agreed Unanimous
- ii. **Recommendation** to Full Council to agree the following project proposals for Section 106 funding to include Cherry Hill fence and hedging, Water bottle stations at Greenwood Park and Park Street recreation ground
Resolved: Agreed
- iii. **Recommendation** to Full Council to replace the existing play area signage with new A3 landscape signs
Resolved: Agreed Unanimous
- iv. **Recommendation** to Full Council to agree the revised amendments to the Conditions of Allotment Tenancy
Resolved: Agreed subject to adding the option of any dispute against a decision to be raised with a specified Councillor
- v. **Recommendation** to agree allotment charges for 2024-25
Resolved: Unanimously Agreed allotment charges increase £1 for 2024-25
- vi. To consider review of the fencing of GWP and agree next steps
The Council agreed not to look at funding fencing around the wild space at Greenwood Park and confirmed it is the responsibility of dog walkers to control their dogs

g) Events Working Party

Feedback on Summer event, exhibition and comments

A number of comments have been received from the information updates displayed at the Summer Event and positive feedback received

It was confirmed a full consultation will be held at a later point

2425/060 Clerks Report - Information updates
None

Agenda items for next meeting required by 7 October

Terms of Reference and Strategic Plan confirmation

To review and confirm grant and discretionary discount policy and forms

Meeting closed at 9pm