

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

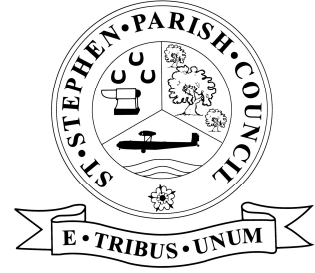
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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To: Councillors

Wendy Berriman

David Brannen

Richard Curthoys

Ajanta Hilton

Aaron Jacob

Dorothy Kerry

Bill Pryce

Adrian Ruffhead

Mark Skelton

Nicholas Tyndale

Eileen Whittaker

David Yates

You are summoned to attend the **Full Council Meeting**

To take place on **Thursday 16 January 2025 at 7.30pm**

Venue: **The Parish Centre, Station Road, Bricket Wood, St Albans, AL2 3PJ**

S Hake

Susan Hake, Clerk, 9th January 2025

The public are welcome to join this meeting, please email our clerk prior to the day of the meeting to advise of your attendance: clerk@ststephen-pc.gov.uk

Please be aware that Members of the public may record, film, photograph or broadcast this meeting from the designated area.

AGENDA

2425/084 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

2425/085 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

2425/086 To receive and accept apologies for absence

2425/087 To confirm the Full Council minutes of the meeting held on 21 November 2025

2425/088 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

2425/089 Chairs report

2425/090 Update on previous meeting actions not mentioned later in the agenda

2425/091 Reports: Finance, Policy and Resources

a) To note list of November and December 24 payments authorised by Finance Committee Members and signatories

b) To note quarterly DD and card payments to 31 Dec 2024

c) To consider and agree any grant and discretionary discount applications

i. Keep Chiswell Green – 100% Discretionary Discount application request for the hire of the Sports Hall and Orton Hall (5 hrs) @ £105 per hour = £525 on 8 February 2025

d) Recommendation to agree Quote A £5540 plus VAT from remaining Trees and Woodlands budget in conjunction with the confirmed HCC £3k EIG grant to progress Park Street Recreation Ground Tree Works Compartment 3b

e) Recommendation to agree Budget and Precept for 2025-26

f) Recommendation to agree Business Risk Assessment and Internal Controls

2425/092 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
- b) Finance Committee
- c) Fixed Asset Committee
 - i. Recommendation to agree option A £11,380.60 to Full Council to replace the vinyl flooring in PC Hallway, Facilities, Watling room and Oakwood Room
 - ii. Update on Place Services Phase 1 report Final version
 - To review and approve report prior to sharing with the Community
- d) HR Committee
- e) Community & Leisure Committee-
- f) Events Working Party- Events confirmation for 2025
- g) To agree date for Chairs of Committees and Clerk to review the Strategic Plan and take to Full Council

2425/093 Clerks Report - Information updates

Agenda items for next meeting required by 10 February 2025

To review and agree public speaking policy