

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

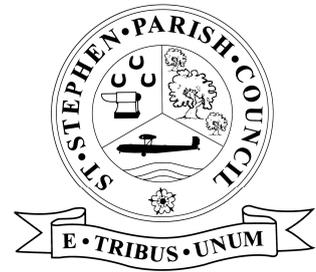
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of the Full Council Meeting

Held on Thursday 20 March 2025 at 7.30pm

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

Present: Councillors

David Brannen

Ajanta Hilton

Dorothy Kerry

Bill Pryce

Adrian Ruffhead

Mark Skelton

Nicholas Tyndale

David Yates

Susan Hake, Clerk

2 members of public

County Councillor Stella Nash

District Councillor Nualla Webb

2425/104 Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy

One member of public previously requested to speak, having noted the previous minutes about the fence installation discussion taken urgently due to the removal of the trees and vegetation outside of Greenwood Park on the A405.

Further concerns were expressed that people will not change their behaviour by keeping dogs under control or retaining on leads as per the notices and so asked the Council to undertake a risk assessment for dogs and small children getting onto the adjoining fast roads to consider installing a fence around Greenwood Park.

A second member of the public raised concerns about the continued use of the PC car park impacting use by hirers and the damage made by the developers heavy vehicles and the repairs that will required at the tax payers cost

2425/105 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

- Cllr Webb gave updates on planning permission breaches, concerns about land recently sold by HCC and also meetings held with Segro and the angling club
- Cllr Hilton confirmed District Councillors have received training on the Grey belt area where the amount of housing will be permitted to increase the number of houses in the District and confirmed Planning officers need to be informed about S106 funding needs for the community as soon as possible
- County Councillor Nash gave an update on work with the Police and Crime commissioner who has received funding approval to pilot the introduction of noise /acoustic cameras with illegal car meets and exhaust noise in both direction of the A405 from Starbucks to Tippendell Lane roundabout that will permit enforcement actions to be made

Cllr Nash also gave an update on the highways works completed and proposed works on Watling St c road in 2026 aimed to reduce heavy vehicles

Cllr Hilton confirmed informing the Clerk after being approached for possible funding towards the second year maintenance costs

Action Cllr Nash to forward the amounts that will be required to support the project

2425/106 To receive and accept apologies for absence

Apologies received and accepted from Cllrs Whittaker, Berriman, Curthoys and Jacobs

2425/107 To confirm the Full Council minutes of the meeting held on 20 February 2025

Resolved: Agreed to confirm the minutes of the meeting held on 20 February 25 signed by the Chair

2425/108 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

2425/109 Chairs report

Cllr Yates provided feedback from the Parish Conference held at the Civic Centre on Tuesday afternoon to be explained further under item 113

2425/110 Update on previous meeting actions not mentioned later in the agenda

No items

2425/111 Reports: Finance, Policy and Resources

- a) To note list of February 2025 payments including those authorised by Finance Committee Members and signatories
Noted
- b) Recommendation to agree the Reserves policy
Resolved to agree the Reserves policy
- c) Recommendation to agree Business Risk Assessment and Internal Controls
Resolved to agree the updated Business Risk Assessment and Internal Controls
- d) Recommendation to adopt the updated Financial Regulations
Resolved to adopt the updated Financial Regulations March 2025
- e) Recommendation to agree Parish Council meeting calendar
Resolved to agree Parish Council schedule of meetings and circulate additions
- f) To receive the intermediate Internal audit
Received intermediate internal audit and responses

2425/112 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
Cllr Yates gave an update on planning
- b) Finance Committee
Items covered within item 111
- c) Fixed Asset Committee
To agree change of Fixed Asset meeting date
Agreed next meeting date to be changed to 9 April 2025
- d) HR Committee
Meeting dates to be confirmed for inclusion to the meeting schedule
- e) Community & Leisure Committee- Events Working Party
Recommendation to adopt the updated Commemorative Bench policy
Resolved: Unanimous agreement to adopt the updated Commemorative Bench Policy
Cllr Pryce gave an update on the progress for the refurbishment of Mayflower Rd play area following the consultation held have agreed play area improvement options for the Assistant Clerk to consult with the community further. It is planned to extend the fenced play area section a little and install benches. Changes will be made to prevent dog walkers continuing to go through the play area section
Armed Forces Day plans are progressing
The Parish meeting will be held on 8th May and a beacon to coincide with VE day

2425/113 Devolution Discussion and Progress

Cllr Yates reported on the discussion held at the St Albans Annual Parish Conference and shared the slides from the presentation with the link to show

[Appendix 3 - Indicative MHCLG LGR Timings for Surrey DPP and All Other Two-Tier Areas.pdf](#)

anticipated timescales for stages expected to take place through to 2028 when the District Council will cease to exist and a newly formed Council tier will be established

Action: the Council agreed for Cllr Yates to write a letter to support inclusion of Hertsmere with St Albans as part of proposed changes to Hertfordshire Council tiers

2425/114 Clerks Report - Information updates

Ongoing DC Asset transfers are not yet at the point for completing. DC will liaise with Parish Councils to review additional possible asset transfers

Cllrs Pryce, Kerry and Yates agreed to join the working group to meet with DC officers and the Clerk to progress

The Solicitor expects to receive a response from the Dimensions solicitor the next day. The Council gave permission for the builders to use the lower car park for a fee and are currently seeking compensation from both Dimensions and MP Build to confirm amounts to be paid.

Any future car park agreements will be documented

The Parish Centre is currently having problems with the electric supply since the installation of the new connection in the adjoining site

The tree planting at Park Street Recreation ground has commenced with Park Street Primary School is going well and will continue next week

Concerns have been raised about the angling Club not renewing the lease.

Cllr Webb confirmed meetings are

being held with Segro, the resident association, the river

Ver Society and the Angling Club with the hope the Club will renew the lease

Cllr Pryce informed and encouraged Councillors to attend a 3hr free course for the use of Defibrillators to be held at Park Street Village Hall

Meeting closed at 9.26pm

Agenda items for next meeting required by 7 April 2025

Future Item To review and agree public speaking policy

Funding request of acoustic cameras on the A405