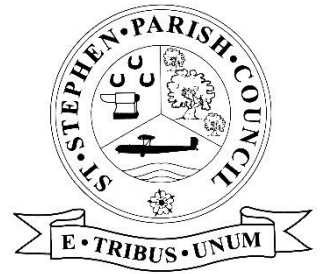


# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD  
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## Present

Cllr John Bell  
Cllr Wendy Berriman  
Cllr David Brannen  
Cllr Ian Getley  
Cllr Karen Hurford  
Cllr Eileen Whittaker

Cllr Dorothy Kerry (Chair)  
Cllr John Parker  
Cllr David Parry  
Cllr Bill Pryce  
Cllr Nicholas Tyndale

## Also present:

Isabel Crozier, Assistant Clerk  
Two Members of the Public

Minutes of the **Full Council meeting** held on **THURSDAY 18<sup>th</sup> October 2018** at **7.30pm**  
Venue: **THE PARISH CENTRE, STATION ROAD, BRICKET WOOD, ST ALBANS, AL2 3PJ**

### **1819/069 To receive and accept apologies for absence**

Apologies were received and accepted from Cllr Doyle. In addition apologies were received from Cllr Stella Nash (SADC) and Cllr Sue Featherstone (HCC/SADC)

### **1819/070 To receive declarations of interest and dispensations**

- a) *To receive declarations of interest from Councillors on items on the agenda*  
None  
b) *To receive written requests for dispensations for declarable interests*  
None  
c) *To grant any requests for dispensation as appropriate*  
None

### **1819/071 To confirm the minutes of the meeting held on 20<sup>th</sup> September 2018**

**RESOLVED:** *Proposed Cllr Pryce, seconded Cllr Hurford,*  
that the minutes be approved as a true record  
*votes in favour: 10, against: 0. abstention: 1*

**Motion Carried**

### **1819/072 Public Participation – to receive petitions, comments and questions**

*None.*

### **1819/073 To receive reports from representatives of St Albans District Council and Hertfordshire County Council**

Cllr Featherstone offered her apologies for the meeting but reported that lighting up times would be extended to 1am however, between 9pm-11pm they will be dimmed, with a further reduction from 11pm – 1am. Awaiting final approval for the Speed Indicator Devices (SID) to go in Watford Road and Park Street Lane. S106 monies were used to pay for the SID in Mount Pleasant Road, leaving £5,000 from Cllr Featherstone's Highways Locality Budget to be spent elsewhere. Salt bins will be filled, HCC will keep major roads gritted but cannot do all small hills. Highways faults can be easily reported on a smartphone using the HCC website.

Cllr David Yates reported that the Draft Local Plan Consultation window had closed and that the submissions were being collated. A summary of responses and the planning officers' explanation of how the St Albans District Council is addressing concerns will go to the planning inspectorate. The summary of responses will be posted on the website in about 10 days time.

1819/074

**Finance, Policy and Resources**

**a) To note the payment schedule**

Noted

**b) To approve new requests for expenditure**

None

**c) To consider awards of grants and discretionary discounts**

The grants and discounts budget was cut this year by 40%. Applications were received from St Lukes Lunch Club and 'InTouch' Club.

**RESOLVED:** Proposed Cllr Hurford, seconded Cllr Tyndale, that we offer St Lukes Lunch Club a grant of 60% of the £400 asked for in their application to reflect the reduction in the budget.

*Votes in favour: unanimous*

**Motion Carried**

**RESOLVED:** Proposed Cllr Whittaker, seconded Cllr Berriman, that we offer 'InTouch' Club a grant of 60% of the, of £400 (the lower level of the band applied for), asked for in their application to reflect the reduction in the budget.

*Votes in favour: unanimous*

**Motion Carried**

**a) To note the purchase of wreaths under Section 137 expenditure**

*That the Council in accordance with its powers under section 137 & 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:*

noted the purchase of wreaths for the Mayor, the wreath marking the centenary of the end of WW1 and the wreath from the Parish Council, a total of £95. An additional wreath is acquired for Mr Phillipson to lay.

**b) To agree Christmas Party allowance for staff**

**RESOLVED:** Proposed Cllr Pryce, seconded Cllr Bell, that the Council provide the sum of £25 per head towards the staff Christmas meal.

*Votes in favour: 7, against: 4, abstentions: 0*

**Motion Carried**

**ACTION:** the Locum Manager to help manage expectations and inform the staff of the likelihood that this will be the last time this is provided.

**a) To consider alternative options to memorial benches**

Cllr Pryce circulated a report on memorial benches and an option for a community orchard as an alternative way people could commemorate a loved one.

**RESOLVED:** Proposed Cllr Parry, seconded Cllr Whittaker that the Leisure Committee investigate the opportunities for developing a community orchard on the green space opposite the play area at North Close.

*Votes in favour: 10, against 1, abstentions: 0*

**Motion Carried**

**1819/075 To note minutes from the Council's Committees**

**a) a) Planning**

Noted.

**b) b) Leisure**

Noted.

**c) c) HR**

Noted

**1819/076 To receive notes and consider recommendations from the Council's Working Parties and Forums**

**a) Neighbourhood Plan Steering Group**

Comments on the draft plan were received from St Albans District Council. The consultant has made adjustments to the plan and these are currently with steering group members for comment.

**b) Events Working Party**

Parish in Bloom awards went well and the Council have received a letter of thanks from Irene Wilson, winner of best kept front garden. Battle's Over and Remembrance Day plans progressing well; Tommy soldier sculpture has been installed at Greenwood Park. It is attracting lots of positive comments and featured in the Herts Advertiser this week. Members agreed expenditure for a fireworks display as recommended by the working party. The display is being delivered by a local firm that is used by SADC. Cllr Getley requested Cllrs help with a charity collection on the day.

The Carol Concert plans are progressing.

**a) Festival Working Party**

The next meeting will be held 26 October.

**1819/077 To receive consultations, invitations, training opportunities and notifications**

Members Bulletin circulated showing documents forwarded by email. Noted

**1819/078 To review the hire charges for Room Hire 2018/19**

The Council received a report from the Centres Manager with the following recommendations:

- change Peak Time to after 6pm weekdays and all weekend
- increase Regular Hire rates above the rate of inflation
- increase the Cricket Room & Watling Room rates to be more in line with similar function room rates
- increase storage rates as set out in report

**RESOLVED:** *Proposed: Cllr Kerry* *seconded: Cllr Berriman*

that the Council accept the recommendations in the report and then ask the Centres Manager to re-examine the business rates and rates for Watling and Cricket room and put forward recommendations as to the opportunities for raising them further.

*Votes in favour: unanimous*

**Motion Carried**

**1819/079 To consider budget forecast for 2019/20**

Council noted the income and expenditure report for this April 2018 to end of August 2018. Cllrs in upcoming Committee and Working Party Meetings asked to consider budget requirements for next year with particular attention to essential 'must do' actions.

The meeting closed at 8:40pm

Chairman

Date

DRAFT