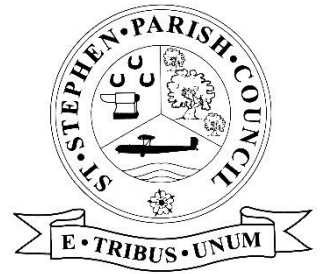


# ST STEPHEN PARISH COUNCIL

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 Eileen Whittaker  
Cllr Martin Doyle

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

## Also present:

Isabel Crozier, Assistant Clerk (taking minutes),  
Clive Payne, Locum Manager and Derek Kemp, DCK Accounting Solutions Ltd  
One Member of the Public

Minutes of the **Full Council** meeting held on **THURSDAY 24<sup>th</sup> January 2019** at **7.30pm**  
Venue: **THE PARISH CENTRE, STATION ROAD, BRICKET WOOD, ST ALBANS, AL2 3PJ**

**1819/099** ***To receive and accept apologies for absence***  
Apologies were received and accepted from Cllr Hurford. In addition apologies were received from Cllr Stella Nash (SADC), Cllr Jock Wright (SADC) and Cllr Sue Featherstone (HCC/SADC)

**1819/100** ***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

**1819/101** ***To confirm the minutes of the meeting held on 15<sup>th</sup> November 2018***

**RESOLVED:** *Proposed Cllr Pryce,* *seconded Cllr Parry,*  
that the minutes be approved as a true record  
*Votes in favour: unanimous*

**Motion Carried**

**1819/102** **Public Participation – to receive petitions, comments and questions**  
None.

## **1819/103 Finance, Policy and Resources**

a) *To authorise cheque payments and note card payments made in accordance with the budget – schedules issued in advance of the meeting*

**RESOLVED:** *Proposed Cllr Kerry,* *seconded Cllr Berriman,*  
that the payments be authorised  
*Votes in favour: unanimous*

**Motion Carried**

b) To receive the budget report to end December 2018

Noted

7.35pm – Cllr Doyle joined the meeting

**1819/104 To consider the 2019/2020 Precept**

Derek Kemp, Responsible Financial Officer, circulated the budget report document in advance of the meeting together with examples of the impact of differing levels of precept.

The prediction for the end of the year is that the Working Budget will show a deficit. This has been an exceptional year with the retirement of three members of staff and need for additional staff support and consultants.

The deficit will be covered by drawing on the general reserve, although this will reduce the reserves below the recommended 3 months net expenditure level. It was noted that this level is a recommendation, not a requirement and is acceptable providing that there is a plan for how it will be replenished over the coming years.

The Locum Manager and Assistant Clerk will be identifying £17,600 in savings from the predicted budget. With these savings and an increase in the precept by 4.9% (£3.52 increase per annum for Band D property) this will provide a surplus in the region of £5,000 which will enable a top up of the general reserves.

**RESOLVED:** Proposed Cllr Parry, seconded Cllr Pryce  
That the precept is set at £478,004 (an increase of 4.9% on 2018/19 precept)  
Votes in favour: unanimous **Motion Carried**

**ACTION:** Locum Manager and Assistant Clerk to work with Council staff to review how expenditure has been categorised and identify at least £17,600 in savings from the 2019/20 predicted budget.

8.55pm Derek Kemp left the meeting

A discussion took place on the allocation of ear marked reserves and a number of priorities were identified.

**RESOLVED:** Proposed Cllr Brannen, seconded Cllr Tyndale  
That earmarked reserves be allocated against agreed priorities.  
Votes in favour: unanimous **Motion Carried**

*The meeting closed at 9:15pm*

Chairman

Date