

ST STEPHEN PARISH COUNCIL

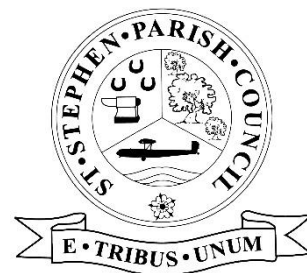
Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD
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Present

Cllr John Bell
Cllr Nicholas Tyndale
Cllr David Brannen
Cllr Bill Pryce
Cllr Martin Doyle

Cllr Dorothy Kerry (Chair)
Cllr Wendy Berriman
Cllr David Parry
Cllr Karen Hurford

Also present:

Isabel Crozier, Assistant Clerk (taking minutes), Sue Hake, Clerk

Dianah Ellis, Friends of Hanstead Wood and Cllr David Yates, St Albans City & District Council

Minutes of the **Full Council meeting** held on **THURSDAY 11 April 2019** at **7.30pm**
Venue: **THE PARISH CENTRE, STATION ROAD, BRICKET WOOD, ST ALBANS, AL2 3PJ**

- 1819/128 To receive and accept apologies for absence**
Apologies were received and accepted from Cllr Whittaker. In addition, apologies were received from Cllr Sue Featherstone (HCC/SADC)
- 1819/129 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
- 1819/130 To confirm the minutes of the meeting held on 14 March 2019**
RESOLVED: Proposed Cllr Pryce, seconded Cllr Brannen
that the minutes be approved as a true record
Votes in favour: unanimous **Motion Carried**
- 1819/131 Public Participation – to receive petitions, comments and questions**
None
- 1819/132 To receive reports from representatives of the St Albans District Council and Hertfordshire County Council**
None received
- 1819/133 Finance, Policy and Resources**
- a) **To authorise cheque payments and note card payments made in accordance with the budget, attached**
RESOLVED: Proposed Cllr Tyndale, seconded Cllr Bell
to authorise the cheque payments as per the schedule supplied
Votes in favour: unanimous **Motion Carried**

Card payment schedule was noted

b) To receive the budget report to end March 2019

Budget report was not available prior to the meeting, to be circulated

c) To approve new requests for expenditure

None

d) To consider awards of grants and discretionary discounts

- (i) An application from the Friends of Hanstead Wood for a grant towards the costs of the group's insurance for the period June 2019 – May 2020 was received and circulated. £225 was requested. Following the recent budgeting process and in line with revised policy the maximum 60% of the amount requested was awarded.

RESOLVED: Proposed Cllr Kerry, seconded Cllr Berriman that a grant of £135 be offered to the Friends of Hanstead Wood
Votes in favour: unanimous

Motion Carried

- (ii) A discount for pitch hire for a memorial cricket game was received and circulated from the Frogmore Cricket Club. The Cricket Club confirmed that it was not a charity fund raising event. The Council acknowledged how much Nick Medlin did for the community, however, as a memorial match this did not meet the criteria for the Grants and Discounts.

RESOLVED: Proposed Cllr Berriman, seconded Cllr Parry that the Council refuse the discount requested by Frogmore Cricket Club.
Votes in favour: unanimous

Motion Carried

e) To note the new 2019 NJC payscales and revised Spinal Column Points effective from the 1st April 2019

Noted

1819/134 To note the appointment of Sue Hake to Clerk and Responsible Financial Officer and to note arrangements for hand over from the Locum Manager and task priorities agreed at the Extraordinary HR meeting

The Council welcomed Sue Hake to the Parish Council. The Locum Manager is being retained one day per week for three months from 1st April 2019 to facilitate hand over, monitor the Clerk's probationary period and complete specific projects which are already underway.

1819/135 To consider accepting the freehold of Hanstead Wood from the Hanstead Park developers

The Council received a report on the gifting of Hanstead Wood to the Parish Council. A wide-ranging discussion took place on the potential costs of long-term management and the benefit to the community of taking on the asset.

AGREED: Proposed: Cllr Kerry, seconded Cllr Bell in principle that the Council take on the freehold of Hanstead Wood and manage it in perpetuity, subject to the transfer of an appropriate commuted sum.
Votes in favour: unanimous

Motion Carried

ACTION: Cllrs Doyle, Parry, Bell and Kerry to meet with the Friends of Hanstead Wood to decide what surveys would need to be commissioned and what questions the Council has for the developers in order to start discussions on an appropriate commuted sum.

RESOLVED: Proposed Cllr Kerry, seconded Cllr Hurford that a working group comprising of Cllrs Parry, Bell, Kerry and Doyle be set up to progress the transfer of Hanstead Wood to the Council. This group to maintain close liaison with the Friends of Hanstead Wood.

Votes in favour: unanimous

Motion Carried

1819/136 To consider taking a lease on Hyde Lane Car Park

The Council received an email approach from the land agents of Tarmac asking if they would consider taking a lease on Hyde Lane car park. Concerns were raised about the increased liability to the Council and return in community benefit.

RESOLVED: Proposed Cllr Berriman, seconded Cllr Doyle That the Council do not take a lease on the Hyde Lane car park.

Votes in favour: unanimous

Motion Carried

1819/137 To consider a 6-month trial for the Greenwood Café mobile catering unit

The Council received a report on a business plan and subsequent negotiations with a café provider interested in siting a mobile catering unit at Greenwood Park. The Greenwood Café would run on Fridays, Saturdays and Sundays during the day. Electricity will be metred and billed, and additional waste pick ups required as a result will be charged to the Café. In the short term the Café could house a small freezer in the referee's room in the Pavilion.

RESOLVED: Proposed Cllr Pryce, seconded Cllr Parry That the Council permit the Greenwood Café a 6-month trial, monitored monthly, provided that the Café cover the cost of the installation of the new external electricity sockets required to service the unit and that they do not trade after dusk.

Votes in favour: 8, against 1, abstentions: 0

Motion Carried

1819/138 To note minutes from the Council's Committees

- a) **Planning**
Noted
- b) **HR**
Noted
- c) **Trees and Woodlands**
Inquire

1819/139 To receive notes and consider recommendations from the Council's Working Parties and Forums

a) Events Working Party

The Council agreed that Cllr Bell would speak at the Annual Parish Meeting on the 16th May about the work of the Planning Committee and that Cllr Pryce would present on the work of the Buildings and Leisure Committees and progress on the Neighbourhood Plan. That Cllrs Bell and Pryce would make available the content of their speeches to the Chair 3 days before the meeting so that the Chair's report can avoid duplication.

b) Neighbourhood Plan Steering Group

Requests for a decision on whether the Neighbourhood Plan needs a Strategic Environmental Assessment or a Habitat Regulations Assessment have been sent to the Environment Agency, Natural England and Historic England who have until the 20th May 2019 to let us know.

c) Festival Working Party

preparations are progressing. We have 15 arts exhibitors, 15 performers and several stalls lined up for the fete.

1819/140 ***To receive consultations, invitations, training opportunities and notifications***
Bulletin noted

The meeting closed at 9.05pm

Chairman

Date

DRAFT