

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

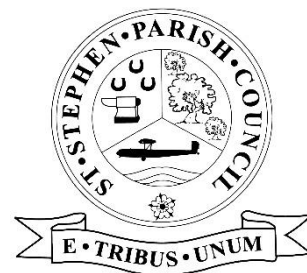
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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Present

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

Cllr Dorothy Kerry (Chair)
Cllr John Parker
Cllr David Parry
Cllr Hurford
Cllr Berriman

Also present:

Isabel Crozier, Assistant Clerk
Two members of the public

Minutes of the **Full Council meeting** held on **THURSDAY 14 March 2019** at **7.30pm**
Venue: **THE PARISH CENTRE, STATION ROAD, BRICKET WOOD, ST ALBANS, AL2 3PJ**

1819/118 To receive and accept apologies for absence

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

1819/119 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

1819/120 To confirm the minutes of the meeting held on 14 February 2019

RESOLVED: Proposed Cllr Pryce, seconded Cllr Parry,
that the minutes be approved as a true record

Votes in favour: unanimous

Motion Carried

1819/121 Public Participation – to receive petitions, comments and questions

None.

1819/122 Finance, Policy and Resources

- a) **To authorise cheque payments and note card payments made in accordance with the budget, attached**

RESOLVED: Proposed Cllr Doyle, seconded Cllr Bell

To authorise the cheque payments as per the schedule supplied

Votes in favour: unanimous

Motion Carried

Card payment schedule was noted and Cllrs asked if the small amounts (under eg £10) could be omitted in future.

b) To receive the budget report to end February 2019

The budget report to end February 2019 was noted. Cllrs queried the provision of Broadband at Park Street Pavilion

ACTION: Assistant Clerk to look into need for broadband at Park Street Pavilion and discontinue if appropriate.

c) To approve new requests for expenditure

- (i) The Council received a report on the replacement of Kubota ride on tractor. Thanks were extended to the grounds staff for providing the report.

RESOLVED: Proposed Cllr Pryce, seconded Cllr Brannen that the Council purchase the Kubota ride on mini tractor out right

Votes in favour: 9, against: 0, abstain: 1

Motion Carried

- (ii) The Council received a report on the quotes received for a Tree Safety Survey
RESOLVED: Proposed Cllr Bell, seconded Cllr Tyndale that the Council engage Patrick Stileman Ltd to undertake a tree survey of the Parish's green spaces

Votes in favour: unanimous

Motion Carried

- (iii) **RESOLVED:** Proposed Cllr Pryce, seconded Cllr Brannen that the Council pay the costs of the Neighbourhood Plan consultant to date and claim these back if the Council is successful in a grant application in April.

Votes in favour: unanimous

Motion Carried

- (iv) The Council received a report on the findings from the IT audit
RESOLVED: Proposed Cllr Kerry, seconded Cllr Parker that the Council vire between budget headings in order to cover the IT contract and buy new hardware.

Votes in favour: unanimous

Motion Carried

d) To consider awards of grants and discretionary discounts

An application for a discount on cricket pitch hire was received and circulated from the Frogmore Cricket Club. This item was deferred until next month

ACTION: Assistant Clerk to confirm if this application is for charity match or not.

1819/123 To consider repairs to the Chiswell Green Clock

The Council received a report on the need for repairs on the Chiswell Green Clock.

AGREED: Proposed: Cllr Pryce, seconded Cllr Berriman

that the Council approach the Chiswell Green Residents Association about taking back responsibility for the Chiswell Green Clock

ACTION: Cllr Bell to approach the Residents Association

1819/124 To appoint the Internal Auditor

The Council has reviewed the internal audit regime and its effectiveness and found it satisfactory.

RESOLVED: Proposed Cllr Kerry, seconded Cllr Parry

That the council appoint the same internal auditor as last year, Haines Watts to undertake the 2018/19 internal audit.

Votes in favour: unanimous

Motion Carried

1819/125 To note minutes from the Council's Committees

a) Planning

- (i) As agreed at the Planning meeting on 21 February, Cllr Kerry on behalf of the Council approached the Minister at the United Reform Church (URC) following news that the Church is closing and the land will be sold. The Minister said that they were open to retaining part as a community asset but that they were duty bound to obtain the best price on the sale of the land. Although it was too late

to include the site in the draft Neighbourhood Plan at this stage if the public consultation resulted in a call for the URC site to be included, this could be done prior to the referendum.

b) Leisure

Noted.

1819/126 To receive notes and consider recommendations from the Council's Working Parties and Forums

a) Events Working Party

- (i) To agree to spend £50 per primary school on Books for Schools
RESOLVED: Proposed Cllr Pryce, seconded Cllr Hurford that the Council spend £200 on Books for Schools (reference Local Government Act 1972, Section 137)
Votes in favour: unanimous **Motion Carried**
- (ii) To consider timing and criteria for the Community Awards
The Council agreed that the Events WP should undertake a review of the Community Award, including all elements, and report back to Full Council with recommendations. The Community Award cannot now be given at the 2019 Annual Parish Meeting but could be given at the Awards evening in September.
ACTION: the Events WP review the Community Awards and bring recommendations to a future meeting.
- (iii) To agree to incorporate Parish in Bloom Working Party into the Events WP
RESOLVED: Proposed Cllr Kerry, seconded Cllr Berriman that the Parish in Bloom WP be subsumed into the Events Working Party
Votes in favour: unanimous **Motion Carried**

b) Parish in Bloom Working Party

Noted

c) Festival Working Party

The Festival is only 12 weeks away. The programme is almost complete regarding advertising. Need volunteers on the days.

1819/127 To receive consultations, invitations, training opportunities and notifications
Bulletin noted

The meeting closed at 8:41pm

Chairman

Date