

# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

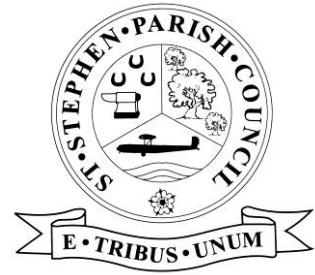
THE PARISH CENTRE STATION ROAD BRICKET WOOD

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**Present:** Councillors

Cllr John Bell

Cllr Wendy Berriman

Cllr David Brannen

Cllr Karen Hurford

Cllr Dorothy Kerry (Chair)

Cllr David Parry

Cllr Nicholas Tyndale

Also present Sue Hake, Clerk

One member of the public

Minutes of the Full **Council Meeting held on Thursday 18<sup>th</sup> July 2019 at 7.30pm**

Venue: **The Parish Centre, Station Road, Bricket Wood, St Albans, AL2 3PJ**

**1920/036** To receive and accept apologies for absence

Cllr Bill Pryce, Cllr Eileen Whittaker, Cllr & District Cllr David Yates

Also, apologies received from County Councillor Sue Featherstone and District Councillors Syed Abidi and Stella Nash

**1920/037** 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

**1920/038** To confirm the minutes of the meeting held on 20<sup>th</sup> June 2019

**RESOLVED: Proposed by** Cllr Parry **Seconded by** Cllr Brannen

that the minutes be approved as a true record

Votes in favour: 6 Abstained 1 had not attended

**Motion Carried**

**1920/039** Public Participation – to receive petitions, comments and questions

To welcome public participation in accordance with the Public Speaking Policy.

None

**1920/040** To Consider applications to fill the Councillor vacancy where election not requested

(Declaration of Acceptance of Office form to be signed)

Cllr Kerry thanked the three councillors for meeting the candidates

Each of the five candidates were discussed and considered on location, knowledge, involvement or commitment to the Parish, skills that could be brought to the Council.

Cllr Parry asked if councillors wished to vote by hand or vote by ballot

**Resolved:** Votes unanimous to complete the voting by anonymous ballot

**Resolved:** The Clerk confirmed Candidate 2 Beccy Haynes received the majority vote to be Co-Opted as a Councillor to the Council.

**Action:** Cllr Parry to inform the Co-Opted candidate

**Actions:** The Clerk to notify the unsuccessful candidates & request the newly co-opted councillor to sign Declaration of Acceptance of Office & complete the Register of Interests form.

**1920/041** To receive reports from representatives of St Albans District Council and Hertfordshire County Council  
Report circulated from County Councillor Sue Featherstone

**1920/042** Reports: Finance, Policy and Resources

a) To authorise cheque payments and note card payments and direct debits made in accordance with the budget (circulated)

**Resolved:** Proposed by Cllr Parry Seconded by Cllr Tyndale to note card payments & direct debits and authorise cheque payments with one exception to hold back the HR cheque until Cllr Kerry has discussed the outstanding works.

Votes 6 in favour 1 against

**Motion carried**

Cheques to be signed by Cllrs Berriman, Hurford & Kerry.

b) To receive the budget report for the first quarter to end June 2019, (circulated)

**Received**

c) To consider grant request from CRP (Community Rail Partnership)

The grant request for £500 has been received

JB proposed the grant funding KH seconded unanimous

**Resolved:** Proposed by Cllr Bell and Seconded by Cllr Kerry to agree the £500 Grant payment to be made to the Community Rail Partnership this financial year and possible future years.

Votes in favour - Unanimous

**Motion Carried**

d) To approve the previously agreed award of grants and discretionary discounts – see attached application from The Scouts

Cllr Parry declared an interest

**Resolved:** Proposed by Cllr Brannen Seconded Cllr Berriman to confirm approval

Votes in favour unanimous

**Motion Carried**

e) To agree expenditure up to £7000 from reserves for Tree survey 3month priority work

**Resolved:** Proposed Cllr Bell Seconded Cllr Hurford to Agree up to £7000 from reserves for the 3 month priority tree works and chipping works to be completed within the contract cost.

**Action:** Assistant Clerk to obtain quotes for the 1 year priority tree works and look into grant funding for this.

**Action:** to investigate bio-diversity training for Grounds staff.

f) To agree date of 1<sup>st</sup> Finance Committee meeting (Terms of Reference to be agreed at the finance meeting)

**Resolved:** Finance meeting possible date July 29<sup>th</sup>-31<sup>st</sup> to be agreed by proposed finance committee members outside of the meeting or alternatively to schedule after the summer.

g) To consider membership renewal of The Herts & Middlesex Wildlife Trust

**Resolved:** proposed by Cllr Parry Seconded Cllr Tyndale not to renew membership

Votes 5 in favour of not renewing membership 2 against

**Motion Carried**

**1920/043** a) Review Cllr Communications

Emails confirmed to be working

**Action:** All new emails to be put onto the notice boards and website

b) To consider setting up a Parish Youth Council in conjunction with existing Youth Organisations in the community.

Cllrs Parry and Tyndale believe a number of youths would be interested in knowing more about the Parish Council and possibly having a Youth Council.

**Resolved:** Cllr Parry proposed Seconded by Cllr Bell to pursue the possibility of having a Youth Council-

Votes in favour- Unanimous

**Motion Carried**

**Action** Cllr Parry to convene a working party meeting after the summer to include Cllrs Berriman, Hurford, Tyndale and Whittaker.

**1920/044** To confirm revised deadline for Community Awards to Tuesday 6<sup>th</sup> August and agree date to decide winners

**Resolved:** Agreed to extend the date but cancel if no nominations received and consider alternative branding.

**1920/045** To note minutes from the Council's Committees (circulated)

a) Buildings-

Noted

b) Planning-

Noted

c) Tree & Woodlands

To note adding Allotments to this committee – to make Trees, Woodlands and Allotments  
Noted

**1920/046** Reports: General

a) To receive brief progress reports and recommendations from the:  
Events Working Party

Cllr Berriman gave an update on concerns about running the crafts in the park and will check the weather forecast by Monday

**Action:** Cllr's Berriman & Hurford to decide whether to cancel craft in the park if forecast too hot and inform office.

**Action** office to update website and print notices if cancelled.

Congratulations were made to Ground staff for all of the hard work to make Greenwood Park look lovely.

**1920/047** Documents received

To receive consultations, invitations, training opportunities and notifications

**Action:** Clerk to circulate list

The meeting closed at 9.49pm