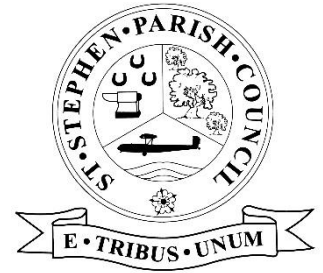


ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD
ST ALBANS HERTS AL2 3PJ
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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 18th 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 20th 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 1st Finance Committee meeting (Terms of Reference to be agreed at the finance meeting)

Resolved: Finance meeting possible date July 29th-31st 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 6th 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

Chairman

Date