

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

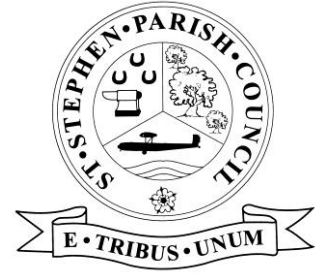
THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Present: Councillors

Wendy Berriman

David Brannen

David Parry (meeting chair)

Bill Pryce

Beccy Spriggs

Nicholas Tyndale

Eileen Whittaker

David Yates

Also Present: Syed Abidi District Councillor

Sue Hake, Clerk

Minutes of Full Council Meeting

Held on **Thursday 16th January 2020 at 7.30pm**

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

Cllr Parry requested a minute silence be held in remembrance of Cllr John Bell

1920/078 To receive and accept apologies for absence

Cllrs Hurford, Kerry, Doyle & County Cllr Featherstone

1920/079 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

1920/080 To confirm the minutes of the meeting held on 21st November 2019

Resolved: Cllr Pryce proposed confirmation of the minutes of the meeting held on 21st November 2019, Seconded Cllr Berriman

Votes in favour: Unanimous

Motion Carried

1920/081 Public Participation – to receive petitions, comments and questions

None

1920/082 To receive reports from representatives of St Albans District Council and Hertfordshire County Council

To invite the St Stephen and Park Street District and County Councillors to briefly update.

Cllr Abidi circulated a summary from the St Albans District Council meeting

ACTION: Cllr Abidi to forward an electronic copy to the Clerk for circulation

Members on Parish related issues

No items raised

1920/083 Budget/Precept Approval 2020-21

- a) To review and approve the Budget/Precept for 2020-21

Cllrs were informed the Chair was not able to attend but expressed a wish to keep the Precept below 10%. The Clerk presented the proposed budget spreadsheets for 2020-21 discussed extensively at the Finance Committee and explained there was still a £65k shortfall of income to expenditure with additional tweaks that had been made, if the precept was not increased for the period 2020-21.

Councillors discussed the possibility of restricting the Precept increase and continuing to use reserves for a further year.

The Clerk raised concerns about the continued use of the diminishing reserves. Without making sufficient increase to the Precept, general reserves would move toward a deficit and so advised the Council look to achieve a minimum general reserve of 1/3rd of the budgeted expenditure, in addition to identifying any earmarked reserves to be ringfenced for strategic objective projects, as soon as possible.

Resolved: Cllr Parry proposed the removal of £15,700 from the Play Area New equipment budget, Seconded Cllr Yates

Votes in favour: Unanimous

Motion Carried

Following the removal of the new play equipment budget of £15,700, the budget still showed a shortfall of £49,353.

Resolved: Cllr Parry proposed a Precept increase of 10.99%, £8.28 per annum or 16p per week for a Band D property to make a Precept of £538717 seconded by Cllr Yates.

Resolved: Cllr Berriman made a counter proposal of increasing the Precept by 14.99%, £11.29 per annum or 22p per week for a Band D property to make the Precept £558,142 Seconded by Cllr Pryce.

Votes in favour 6, Against 2

Motion Carried

1920/084 Reports: Finance, Policy and Resources

- a) To agree January cheque payments and note card payments, direct debits made and December cheque payments in accordance with the report (circulated)

Resolved: Cllr Brannen proposed agreement of payments, Seconded Cllr Tyndale

Votes in favour: unanimous

Motion Carried

- b) To agree two signatures of cheques

Resolved: Cllr Pryce and Whittaker to sign the cheques after the meeting

- c) To receive the budget report December 2019,

Action: Defer to next meeting

- d) To consider grant & discount applications

None received

- e) To consider and agree long term Corporate Plan priorities & strategic objectives

Action: Defer to next meeting

- f) To agree to adopt the NALC Financial Regulations 2019

Resolved: Cllr Pryce proposed to adopt the NALC Financial regulations subject to the amendments agreed at the Finance Committee, Seconded Cllr Berriman

Votes in favour, Unanimous

Motion Carried

- g) To review and Agree the Business Risk Assessments 2019-20

Action: Defer to the next meeting

- h) To consider if the Parish Council should take out ill health insurance as requested by the Pension Fund Actuary

The Clerk provided feedback from the employer pension forum and confirmed the cost of insurance would be no higher than the existing employer contribution.

Resolved: Cllr Pryce proposed the Council take up the Insurance cover. Seconded by Cllr Parry

Votes in Favour: Unanimous

Motion Carried

1920/085 To note minutes from the Council's committees (circulated)

- a) Finance
Noted with no comments
- b) Leisure
Noted with no comments
- c) Planning
- d) Noted with no comments

1920/086 Reports: General

- a) To receive brief progress reports and recommendations from the:
Events Working Party
Cllr Berriman made a request for all hands on deck for the Fete incorporating Armed Forces day
Events will be on the website and correx boards to promote
Action: Terms of reference circulated to be taken for approval at the next meeting

- b) Sustainability-update on progress
Cllr Parry gave an update on the sustainability festival running Saturday 23rd May to Sunday 7th June and asked if the Council should register an event. Cllr Berriman believed it had been agreed not to take on any additional activities especially at short notice
Resolved: Cllr Berriman proposed, that due to a lack of capacity in the Council, the Parish Council do not hold any events during sustfest 2020, seconded Cllr Pryce.
Votes in favour 6, against 2 **Motion Carried**

- c) Clerks report- The Clerk requested councillors consider a suitable memorial for the previous Clerk.
The Clerk requested confirmation for a meeting with Lyn Henry to ascertain what is happening in relation to the Asset transfers of Park Street and Woodbury Field
Cllrs Pryce, Whittaker and Yates confirmed the morning of 31st January as the preferred option.
The Clerk confirmed verbal confirmation for the funeral of John Bell to be held on Thursday 6th February at Garston Crematorium at 12 noon.

1920/087 Documents received

To receive consultations, invitations, training opportunities and notifications.
None

The meeting closed at 9.03pm

Signed

Dated