

# ST STEPHEN PARISH COUNCIL

In the District of St.Albans, County of Hertfordshire



## MINUTES OF A MEETING OF THE COUNCIL HELD AT THE PARISH CENTRE, STATION ROAD, BRICKET WOOD, ST ALBANS, HERTS ON 17 NOVEMBER 2011 AT 7.30 pm

Present: Cllrs Bill Pryce (Chairman), Oonah Jones (Vice Chairman), Jay Baillie, John Bell, Wendy Berriman, David Brannen, Mick Freeman, Ian Getley, Karen Hurford, Dorothy Kerry and Eileen Whittaker  
In attendance: Mrs J Pienaar (Clerk) and seven Members of the public.

### 1. APOLOGIES

Apologies were accepted from Cllr Downs.

### 2. DECLARATION OF INTERESTS

Cllr Getley declared a personal interest in item 7.1 as a Member of the Park Street Fete Committee.

### 3. MINUTES OF THE MEETING HELD ON 20 OCTOBER 2011

RESOLVED: *Proposed: Cllr Brannen*      *Seconded: Cllr Whittaker*      **Motion Carried**  
That the minutes be approved as a true record.  
*Votes in favour: unanimous*

### 4. NOTIFICATION OF OTHER BUSINESS

No items were accepted.

### 5. PUBLIC PARTICIPATION

The Chairman agreed that the representatives of the Park Street Fete Committee may answer any queries raised under item 7.1.

### 6. DISTRICT COUNCILLOR'S REPORT

No reports were received.

### 7. REPORTS

#### 7.1 To consider a request from the Park Street Residents' Association concerning the future of the Park Street Village Fete

The PSRA, as the umbrella organisation for the village fete, had not raised any objections to the Fete Committee's proposal that the Parish manage the fete in future years. Several of the experienced Fete Committee members were willing to assist the Parish Council with the event management. A couple of Members were concerned that the Parish was already heavily involved with the bi-annual Arts Festival and that the plans to celebrate the Queen's Diamond Jubilee in 2012. It was established from the accounts that the Fete Committee held a balance of almost £4k, the future of which had not yet been considered by either the Fete Committee or the PSRA. Eight Parish Councillors said that they would be willing to assist with the Fete.

RESOLVED: *Proposed: Cllr Pryce*      *Seconded: Cllr Kerry*      **Motion Carried**  
That the Parish Council take on the future management of the Village Fete, the conditions of which will be determined at a later date.  
*Votes in favour: 9*      *Votes against: 1*      *Abstentions: 1*

It was agreed that a meeting be set up as soon as possible with interested parties to discuss the Fete. Cllr Getley thanked his fellow colleagues for their support.

#### 7.2 To receive an update from the Queen's Diamond Jubilee Working Party

Cllr Bell reported that Greenwood Park Community Centre had been booked for the celebrations on the Bank Holiday of 4 June 2012. The Parish was registered with the National Beacon chain and had yet to be advised of its beacon lighting time. The Queen would be lighting her beacon at

(Continued on page 2)

10.30pm. Details for the outside entertainment had yet to be finalised. Members felt that the bar in the Centre should be opened for the event.

### **7.3 To receive a report on the Highways Joint Member Panel meeting**

Cllr Brannen reported that, in the spirit of Localism, each County Councillor was to be given a budget of £90k to spend at their discretion on 'category 3' (Cat 3) highways works in their area in the new financial year. A large proportion of this budget would go toward scheduled works whilst the remainder would be used to respond to requests and minor works and their associated costs eg repairs to pavements, footway works etc . He explained that the Cat 1 & 2 budget dealt with core maintenance works. Highways Liaison meetings were to be reintroduced as a means of consultation. It was noted that a response had not yet been received in reply to the Clerk's email sent of 1st November to the County Councillor and Herts Highways' Assistant District Manager regarding the re-instatement of the Highways Liaison meetings, although at a recent site meeting there had been positive verbal feedback.

### **7.4 To review the parish notice board locations**

Members referred to the report prepared by Cllr Bell which pointed out that the notice boards were one of the means with which the Parish communicated with its residents and that, in his opinion, several could be re-positioned in more prominent locations. The Clerk confirmed that permission would be required from Herts Highways to install notice boards on highway land.

RESOLVED:        *Proposed: Cllr Bell        Seconded: Cllr Berriman        Motion Carried*  
That Cllr Bell prepare a map showing the new proposed locations, consult with Members, Head Groundsman and Herts Highways.  
*Votes in favour: unanimous*

### **7.5 To consider the appeal by Helioslough Ltd regarding the Rail Freight terminal**

The Chairman reported that the Parish Council had not been invited to comment on the appeal and had therefore not been sent the necessary documents. However, the Secretary of State had agreed that the Parish Council may submit its comments before 6 December. Members accepted the Chairman's proposal that he collate Members' responses and reply on behalf of the Parish Council.

RESOLVED:        That Cllr Pryce respond on behalf of the Parish Council.

### **7.6 To consider a response to the Big Lottery Fund consultation**

The Clerk reported that the proposals to focus funding on the community and voluntary sector could jeopardise community projects led by the Parish Council, which would disadvantage the local community.

RESOLVED:        That the Clerk respond on behalf of the Parish Council.

### **7.7 To consider a response to the Neighbourhood Planning Regulations**

The regulations supported the neighbourhood planning concept by setting out the minimum level of requirements to ensure a nationally consistent approach. The Chairman stated that parts of the National Planning Policy Framework (NPPF) had been challenged as unlawful. The District Council had recently resolved to delay its Core Strategy until the NPPF is finalised. Members were encouraged to attend the Planning Committee meeting on 15 December when an Officer from the District Council's Spatial Planning & Design team would be in attendance to answer questions.

RESOLVED:        That the Clerk arrange for the Localism Working Party to meet before Christmas to formulate a response on behalf of the Parish Council.  
That the Clerk circulate hard copies of the document to the working party members.

### **7.8 To receive notification of the Grounds team's award**

Members were pleased to acknowledge that the Derek Dredge award would be presented by the Hertfordshire County Cricket Association to the Parish Grounds team for 'excellence in cricket provision'. The team would be presented with a certificate and the Parish Council would benefit from some cricket services provided by AT Bone. The Chairman congratulated the Head Groundsman and his team.

### 7.9 To receive a report from the Chairman on staff time

The Chairman asked Members to assist with lessening the pressure on the Grounds and administrative staff, by being conscious of demands on their time.

## 8. FINANCE AND RESOURCES

### 8.1 To approve the October payment schedule

Cllr Baillie asked for it be recorded in the minutes that it was her opinion the expenditure on the bicycle stands was 'disgraceful'. It was noted that the resolution to purchase the bicycle stands had been made at the July meeting of the Leisure Committee. The Chairman proposed that he report back, as in the absence of prior notification detailed information was not available at the meeting.

RESOLVED: *Proposed: Cllr Pryce*                      *Seconded: Cllr Freeman*                      **Motion Carried**  
That the payment schedule be approved.  
That Cllrs Jones and Getley sign the cheques.  
*Votes in favour: 7*                      *Votes against: 0*                      *Abstentions: 4*

### 8.2 To consider awards for grants and discounted rates

#### a) Senior citizen group—annual grant

Members considered the applications.

RESOLVED: *Proposed: Cllr Getley*                      *Seconded: Cllr Bell*                      **Motion Carried**  
*That the Council in accordance with its powers under section 137 & 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:*  
A grant be awarded to: St Luke's Luncheon Club of £400, Holy Trinity Link-Up for Senior Citizens of £500 and the Bricket Wood Darby & Joan Club of £200.  
*Votes in favour: unanimous*

#### b) Greenwood Park Bowls Club—discounted rate

The Club had not applied for a discounted rate. The Chairman proposed that, as the Club had remained loyal hirers of the Community Centre since its inception, the Council consider granting it free use of the hall for its 20th Anniversary Dinner. In response to the recommendation that a consistent approach be applied to similar events, the Chairman said that they would be considered as they became known.

RESOLVED: *Proposed: Cllr Getley*                      *Seconded: Cllr Brannen*                      **Motion Carried**  
That a 100% discounted be granted with a value of £120.75.  
*Votes in favour: unanimous*

#### c) Staff Christmas meal

The Chairman suggested that £20 per head be agreed toward the staff Christmas meal.

RESOLVED: *Proposed: Cllr Pryce*                      *Seconded: Cllr Brannen*                      **Motion Carried**  
*That the Council, in accordance with its powers under section 137 & 139 of the Local Government Act 1972, should incur the following expenditure which, in the opinion of the Council, is in the interests of the area or its inhabitants and will benefit them in a manner commensurate with the expenditure:*  
£220 contribution toward the staff Christmas meal.  
*Votes in favour: 8*                      *Votes against: 2*                      *Abstentions: 1*

### 8.3 To consider the proposals for the Oakwood Road flower beds

Cllr Berriman reported that she had met with representatives of the Bricket Wood Residents' Association (BWRA) to consider the design and cost. The group recommended that the most practical and pleasing solution would be to remove the remaining brick planter and erect two new brick planters on the footprint of the old flower beds. The planters would be the same height as existing and a quotation of £6k had been obtained by the BWRA to carry out the work. Cllr Berriman proposed that this cost be met with an equal contribution of £3k from each party and suggested that a grant of £3k be approved to allow the BWRA to apply for a licence to work on the highway and

*(Continued on page 4)*

