

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

Minutes of Parish Council Meeting 22nd June 2021

Present: Cllr Bryant, Cllr Clark, Cllr Ellis, Cllr Gibbons, Cllr Lari, Cllr O'Neil, Cllr Thorpe and Cllr White.

In Attendance: Anne Daly, Clerk, and two members of the public

Chairman opened the Public Session at 7.00 pm and welcomed attendees.

Public Session

A member of the public raised a concern about an incident on Muirfield Park.

The meeting opened at 7.06.

The Chairman Cllr Ellis, resigned as Chairman.

SAPC21- 89 Election of Chairman

Cllr Thorpe was proposed as Chairman by Cllr Bryant and seconded by Cllr Ellis. There were 2 abstentions. Resolved.

Cllr Thorpe took over as Chairman of the meeting.

SAPC21- 90 Election of Vice Chairman

Cllr Lari was proposed as Vice Chairman by Cllr Bryant and seconded by Cllr Clark.

Cllr White was proposed as Vice Chairman by Cllr Thorpe and seconded by Cllr O'Neil.

Cllr White was elected to the position after the voting was 4-2.

SAPC21- 91 Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.

The Clerk confirmed that the meeting would be recorded for the purposes of producing minutes. No-one else expressed their intention to record the meeting.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

SAPC21-92 To receive apologies for absence.

Apologies were received from Cllr King.

SAPC21-93 To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.

Cllrs Ellis and Gibbons declared non pecuniary interests in Item 21-113.

Cllrs Bryant and ONeil declared non pecuniary interests in Item 21-114.

SAPC21-94 To determine which items on the agenda, if any, require the exclusion of public and press under the Public Bodies (Admissions to Meetings) Act 1960 1 (2) and resolve to exclude public and press for these items.

There were no Agenda items which require the exclusion of press and public.

SAPC21-95 To receive minutes of previous St. Albans Parish Council meeting held on 4th May and resolve to sign these as a true record of the meeting.

Proposed Cllr Ellis Seconded Cllr Gibbons that the minutes be agreed and signed as a true record.

SAPC21-96 To identify matters arising from the minutes not on this agenda.

There were none.

SAPC21-97 To receive report(s) from the County and Borough Councillors.

Cllr Ellis said that Gedling Borough Council confined to support residents during the pandemic. The Richard Herod centre in the district continued to offer vaccinations and were doing a sterling job. The work continued at the Community Kitchen and had on 22nd June set a record by serving 154 meals.

Cllr Gibbons stated he was proud to support the Community Kitchen.

SAPC21-98 To receive oral reports from the Parish Councillors.

Cllr Thorpe welcomed the new Cllrs to the meeting. He also said that the photographic competition was proving to be good at promoting the Council.

Cllr Lari said the park runs were due to resume on 24th July.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

The 4 new Cllrs introduced themselves and said what they were hoping to contribute to the Council.

SAPC21-99 To resolve to defer the review of the following to a later date.

- a) Review and approve Standing Orders.
- b) Review and approve Financial Regulation and Financial Risk Assessment.
- c) To review and agree arrangements with other local authorities, not for profit bodies and businesses.
- d) To review representation on or work with external bodies and arrangements for reporting back.
- e) Review and approve the Asset Register.
- f) Review and approve Complaints Procedure.
- g) Review and approve policies, procedures and practises in respect of its obligation under freedom of information and draft protection legislation.
- h) Review and approve Media Policy.
- i) Review and approve Employment Policies and Procedures.
- j) Review and approve any other polices.
- k) The Councils expenditure incurred under s137 of the Local Government Act 1972.

Proposed Cllr Thorpe Seconded Cllr Ellis that the review of all the above items were deferred to a future meeting. Resolved.

SAPC21-100 To review and agree Council's/Staff subscriptions to other bodies (NALC/SLCC).

Proposed Cllr Thorpe and seconded Cllr Lari that it was relevant for the Council to consider paying for the Clerk to become a member of SLCC however more information needed. To be considered at the next meeting.

Finance

SAPC21-101 To agree accounts for Payments as detailed in Appendix 1

Proposed by Cllr Bryant and seconded by Cllr O'Neil that the accounts for payment detailed in Appendix 1 be approved. Resolved.

**SAPC21-102 To receive the Internal Auditors report and consider any action resulting from it.
Appendix 2**

Proposed by Cllr Ellis and seconded by Cllr Bryant that the Internal Audit report be noted, there were no actions to be considered. Resolved.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

SAPC21-103 To consider and approve the bank reconciliation and explanation of variances to be submitted with the AGAR. Appendix 3

Proposed by Cllr Bryant and seconded by Cllr Ellis that the bank reconciliation and the explanation of variances be approved. Resolved.

SAPC21-104 To consider and approve the Annual Governance statement for 2020-21. Appendix 4

Proposed by Cllr White and seconded by Cllr Bryant that the Annual Governance Statement for 2021-21 be approved. Resolved.

SAPC21-105 To consider & approve the Annual Accounting statement for 2020-21. Appendix 4

Proposed by Cllr Ellis and seconded by Cllr Gibbons that the Annual Accounting Statement for 2020-21 be approved. Resolved.

SAPC21-106 To appoint a Councillor other than the Chairman to verify bank reconciliations in accordance with financial regulations.

Proposed by Cllr Thorpe and seconded by Cllr Bryant that Cllr White verify the bank reconciliations in accordance with financial regulations. Resolved.

SAPC21-107 PLANNING

- a. 2021/09475 Mr and Mrs J Mountain. 21 Pavilion Road Rear Extension.

The Council takes a neutral stance and makes no comment

SAPC21-108 To discuss and agree training for Chairman and Councillors.

Proposed by Cllr Thorpe and seconded by Cllr Bryant that the Chairman would attend the Chairman training and 4 councillors would attend the Councillor training. Resolved.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

SAPC21-109 To agree the purchase of a Grit Bin for Tithe Gardens to a maximum cost of £350. Appendix 5.

Proposed by Cllr Bryant and seconded by Cllr O’Neil that this item be deferred to the next meeting. Resolved.

SAPC21-110 To discuss and agree the Replacement of the recently removed Bench on Bestwood Lodge Drive up to a maximum cost of £1500. Appendix 6

Proposed by Cllr Lari and seconded by Cllr Ellis that the item be deferred to allow for further quotes to be obtained for a bespoke bench. Resolved.

SAPC21-111 Progress Report on Asset of Community Value and partnership working with other stakeholders (Planning Application 2021/0042 refers)

A draft questionnaire had been circulated prior to the meeting. It was proposed by Cllr Lari and seconded by Cllr Ellis that additional work be carried out on the questionnaire and the item be deferred until next month.

SAPC21-112 To discuss and agree to the sitting and purchase of the 2nd Defibrillator following the successful grant application maximum cost £2500. Appendix 7

Proposed by Cllr Thorpe and seconded by Cllr Bryant that the defibrillator be purchased and placed in Muirfield park so long as the total cost of it, including the replacement battery, was below £2500. Resolved.

SAPC21-113 To consider a grant application from St Emmanuels for £1000 for running costs for St Albans Community kitchen discuss. Appendix 8

Proposed by Cllr Lari and seconded by Cllr Thorpe that a grant of £1000 be awarded to St Emmanuels for the Community kitchen, Resolved.

SAPC21-114 To consider a grant application from STARS for £1000 towards a summer event. Appendix 9

Proposed by Cllr Ellis and seconded by Cllr Gibbons that a grant of £1000 be awarded to Stars subject to the Council receiving a satisfactory breakdown from Stars of how the grant would be spent. Resolved.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

SAPC21-115 To consider any actions for the National Thank you day initiative on 4th July.

The Council noted the occasion with Councillors to provide details of individuals and groups for the Parish to acknowledge on the day with a social media post.

SAPC21-116 To agree the removal of the Notice Board on Bewcastle Road.

Proposed by Cllr Thorpe and seconded by Cllr Bryant that the notice board on Bewcastle Road be removed. Resolved.

SAPC21-117 To note correspondence received and previously circulated to members.

There was nothing of interest to note.

SAPC21-118 To receive Items for Notification to be included on next meeting's agenda. (For information only).

1. An receive an update on the recreation park off Deer Park Drive
2. Notice Board on Bewcastle Road
3. Approve questionnaire
4. Discuss paying SLCC subscription for the clerk
5. Grit bin (Item 109)
6. Bench in Bestwood Park (Item 110)

SAPC21-119 Determining the time and place of ordinary meetings of the Council up to the date of the next annual meeting of the Council.

1. 27th July
2. 28th September
3. 26th October
4. 30th November
5. 25th January
6. 22nd February
7. 29th March
8. 26th April
9. 10th May

All meetings to be held at St Emmanuels Church Hall and start at 7pm.

St Albans Parish Council

Email: clerk@stalbanpc.org Website: <https://stalbanpc.org>

The Chairman thanked everyone for attending and closed the meeting at 8-46pm.