

St Albans Parish Council

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

ST ALBANS PARISH COUNCIL

MEETING HELD ON TUESDAY 27 September 2022 AT 19:00 hours

Present: Cllrs J King, M Thorpe, F Lari, D Gibbons and P Clark

In Attendance: Lynda Ogilvie, Locum Clerk, and 6 members of the public

The meeting paused for a Minute's Silence in memory of Her Majesty Queen Elizabeth II, who passed away on 8 September 2022.

Due to the resignation of the previous Chair, Cllr King took the Chair for the first item

MINUTES

347. Election of Chair

Cllr King was proposed by Cllr Thorpe, seconded by Cllr Gibbons, 4 votes in favour, 1 abstention. Cllr King was therefore duly elected Chair of the Council, and signed the Declaration of Acceptance of Office

Cllr King took the opportunity to record thanks to the outgoing Chair, Cllr David White for his contribution to the Parish Council, and to the community in general.

348. Apologies

Apologies were received and accepted from Cllrs Bryant, O'Neill and Ellis

349. Declarations of Interests

To receive disclosures of pecuniary and non-pecuniary interests pursuant to Section 31 Localism Act 2011 from Councillors on matters considered at this meeting.

There were no Declarations of Interest

350..To receive oral reports from Councillors

Cllr King noted that the Council had agreed earlier in the year to engage someone to clean alleyways and green spaces. This has not yet been done. It will be placed on the next ordinary meeting Agenda to confirm action.

351. Minutes of the meeting held on 26 July 2022 – to approve and sign those Minutes

Members agreed some changes to the Minutes. They were then accepted as a correct record, with these amendments made.

352. To note the resignation as Vice Chair of Cllr Thorpe, and to appoint a new Vice Chair of the Council

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Chair thanked Cllr Thorpe for his work as Vice Chair of the Council.

Cllr Thorpe proposed Cllr Lari as Vice Chair, seconded by Cllr King, all in favour. Cllr Lari was duly elected Vice Chair of the Council, and signed the Declaration of Acceptance of Office.

353. Finance – to approve payments

The following invoices were approved for payment:

Lynda Ogilvie, Clerk Duties July-August:	£240
PFK Littlejohn, external audit:	£240 (Including VAT)
Cllr C Bryant, Web hosting	£148

The bank mandate to change the Administrator to Lynda Ogilvie was approved and signed by two councillors

The External Audit had been completed, and there were no matters raised. Conclusion of Audit notice will be placed on the website and in notice boards.

Locum Clerk recommended that Council considers using Scribe accounting system for its accounts. To be discussed at the next available meeting.

354. Clerk Update – Outstanding Matters

- **Grit bins – site for delivery of free salt, and installation of new bins**
Cllr Lari agreed that the free salt could be delivered to his address and then distributed as needed.
New bins will be purchased when bank administration is updated
- **Lamppost poppies**
This has not been actioned because payment could not be made until bank administration was updated
- **Christmas lights – purchase of new lights, and completion of VIA licence form**
This also had not been actioned because payment could not be made until bank administration was updated
- **Lengsthman scheme update**
Locum Clerk had been in touch with Ravenshead, but it was not possible to join their scheme. Members agreed that they wish to take this forward. Locum Clerk will contact Notts CC to enquire if this is still possible.
- **Parish Notice Board installation**
This remains to be installed. Gedling Borough Council to be contacted by clerk to agree decided location at the sport fields on Robin Hood Road. It was agreed that the purchase of a smaller notice board to be installed on the Warren Area will be investigated. Cllr Clark will confirm location of notice board in Warren area prior to Clerk contacting Gedling BC.
- **Planters** – a second quote has been obtained which is much lower than that received previously. However, this needs further investigation to ensure that the quotes are for similar products

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355. Christmas Events – review and update of plans

Chair invited members to come up with suggestions for event(s) for the coming Christmas season. The Santa event last year with pre-determined stops was generally well received, but some parishioners observed that they felt excluded by the sled not going through their areas as the year before. It was observed that the walkabout of the previous year was very tiring for volunteers and could not cover all the parish.

Cllr King asked if anyone would volunteer to take over leading the event as he had done it for two years. As no one present felt able to take this on, it will be discussed at the next ordinary meeting when other councillors are present.

356. Defibrillator – consideration of purchase of refurbished defibrillator and siting.

Council had been approached by Community Heartbeat regarding a refurbished defibrillator which had apparently been earmarked by the previous clerk as a possible purchase for the parish. Councillors agreed that this is no longer necessary, and Community Heartbeat will be informed.

Chair noted that the former Chair had been responsible for regular maintenance of the defibrillators, and Cllr Lari undertook to take this over, and will contact previous Chair for instructions. To be an Agenda item for next meeting to confirm arrangements.

357. Grant Application from Jolly Gardener for Halloween event (£1500 requested)

Chair commented the success of the bank holiday event hosted by the Jolly Gardener.

Chair invited the representative of the Jolly Gardener to explain the application, which was for an event on 30 October 2022. Members expressed some concern that the application did not meet the parish council's grant criteria, which excluded commercial organisations from benefiting. It was agreed that this would be discussed further at an extraordinary meeting to be arranged as soon as possible, and the Jolly Gardener will supply further information

A further grant application had been received from Emmanuel Church for financial support for the community kitchen. As this application had not been received in time for the Agenda, it will be considered at the next available meeting. In the meantime, applicant will be asked for information on the current finances of the project

358. Agenda items for next ordinary meeting

- Cleaning of alleyways and green spaces
- Christmas event: way forward and volunteer to 'lead'
- Defibrillator: confirmation of handover of maintenance to Cllr Lari

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359. Date of the next meeting – 25 October 2022

There being no further business, Chair thanked everyone for attending, and closed the meeting at 8.25pm

DRAFT