

ST ALBANS PARISH COUNCIL

Email: clerk@stalbanpc.org

Website: <https://stalbanpc.org>

Minutes of St Albans Parish Council Meeting

Tuesday 28 May 2024, Emmanuel Church, Church View Close, Nottingham. NG5 9PE

Present: Cllr Bryant, Cllr Todd, Cllr White (Chair) Cllr Jones, Cllr King

In Attendance: 3 x members of the public

No.	Agenda Item	Discussion			
		Cllr Bryant to act as Clerk for the purposes of this meeting. Proposed: Cllr Bryant; Seconded: Cllr King. All in favour.			
538	Election of Chair & Vice Chair	a. Chair: Cllr White willing to serve as chair for another year. Proposed: Cllr Todd; Seconded: Cllr King. All in favour b. Vice Chair: Cllr Todd and Cllr Bryant willing to serve Cllr Todd – Proposed: Cllr Todd; Seconded: Cllr Jones 4 in favour; 1 against Cllr Bryant – Proposed: Cllr Bryant; Seconded: Cllr King 2 in favour 3 against Cllr White elected Chair; Cllr Todd elected Vice Chair Cllrs White and Todd signed Acceptance of Office.			

539	Apologies	None received			
540	Declaration of Interests	None received			
541	To approve the minutes of 26 March	<p>Cllr Lari submitted change via email, but as not present not able to discuss changes.</p> <p>Vote to accept minutes as presented Proposed: King; Seconded: Todd 4 in favour; 1 abstention</p>			
542	Matters arising not agenda'd	None			
543	Electors to Address the Council	<p>Cllr White addressed Council and Electors as Council did not call Annual Parish meeting within timescale. Cllr White explained he obtained advice and stated that we could not call a late Annual Parish Meeting, and that once this was flagged, there was not enough time to call one before the deadline to hold it. Advice stated that we were to raise that it had not been called, and to inform the auditor of this. There was a question from the public on who this advice was received from, and Cllr White indicated that it was a locum clerk that provided it.</p> <p>Concern was raised over the number of items that are included in the agenda after the exclusion of the public that do not fit the requirement for exclusion and may be in breach of governance.</p> <p>Cllr White stated that there was a standard template and agreed that things like councillor training shouldn't be in the staffing element, however as they were seen as training they were put there. Will look at this for future agendas.</p>			

		<p>Council should look at funding pothole repairs. Watering Contract – who will be watering the school planter during the summer</p> <p>Caretaker will be watering this.</p> <p>What has happened to Hedgehog Highway?</p> <p>CCTV: Resident updated on CCTV for Muirfield Park and stated it is still due to go ahead just delayed as power is installed.</p>			
544	Councillor Reports	<p>a. Councillor Reports</p> <p>Submitted written Councillor Reports from Cllrs Jones, King, and White are online for viewing</p>			
545	To receive reports on behalf of GBC	None			
546	Clerk Update	<p>a. Advice re: invoicing requirements Deferred to June meeting</p> <p>b. Advice re Declaration of Acceptance of Office for Cllr Jones. Advice sought and much discussion on what the advice meant. Agreed the way forward was to re-coopt Cllr Jones and have him sign a new declaration and then to revote on the items which his vote impacted.</p> <p>Cllr Bryant stated that this was the way forward but should not happen until the following meeting as was not on the agenda.</p>			

		<p>Cllr White disagreed and said that since the discussion of the advice was on the agenda this and the two concerning items could be voted on.</p> <p>Cllr White moved to vote to re-coopt and have Cllr Jones sign a new declaration at this meeting followed by the vote on the two items. Proposed: Cllr White; Seconded: Cllr King. Request to note votes: Cllrs King, Todd, and White for Cllr Bryant against</p> <p>Motion Passed</p> <p>Cllr White moved to vote on item 496E: Jolly Gardener Grant application Proposed: Cllr White; Seconded: Cllr Todd Request to note votes: Cllrs Jones, King, Todd, and White for Cllr Bryant abstain</p> <p>Motion Passed</p> <p>Cllr White moved to vote on item 414: Community Engagement Proposed: Cllr White; Seconded: Cllr Todd Request to note votes: Cllrs Jones, Kind, Todd, and White for Cllr Bryant abstain</p>			
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		<p>Cllr King requested his vote was based on using reasonableness based on a technicality, as both the Clerk and Cllrs failed to provide the documentation at the time Cllr Jones. Despite this, it would not have changed the council's decision on either vote. Cllr King was not a Cllr during the original vote, but accepts the council's decision.</p> <p>c. Introduction of Action Log Action log to replace action task in minutes to allow better project and action tracking. To be owned by the Clerk with the support of the Chair. Cllr White moved to vote on adoption Proposed: Cllr White; Seconded: Cllr Bryant All in favour</p> <p>Motion Passed</p>			
547	Correspondence not reported	Nothing received			
548	Community Engagement	<p>Cllr White moved to defer to June meeting Proposed: Cllr White; Seconded: Cllr Bryant All in favour</p> <p>Motion Passed</p>			
549	Finance	<p>a. To approve payments- Motion to defer to June meeting Proposed: Cllr White; Seconded: Cllr King All in favour</p>			

		<p>Motion Passed</p> <p>b. Adoption of new financial regulations Motion to defer to June meeting Proposed: Cllr White; Seconded: Cllr Jones All in favour</p> <p>Motion Passed</p> <p>c. Fixed asset register – Cllr White to circulate locations of issues following inspection.</p>			
550	Delivery 2024/25	<p>a. Flood alleviation and safe storage: Deferred to June for update</p> <p>b. Horticulture update: Awaiting reply from Gedling regarding wildflower meadow and sign planting.</p> <p>c. D-Day 80 update: These have been purchased and are awaiting delivery</p> <p>d. Dfib training: No update</p> <p>e. Watering Contract: No update</p>			
551	Website	<p>a. Change in domain name – Defer to June</p> <p>b. Publishing of meeting records – Defer to June</p> <p>c. GDPR Policy- Defer to June</p>			
552	Public excluded	<p>Cllr White move to vote on exclusion of public Proposed: Cllr Jones; Seconded: Cllr King All in favour</p> <p>Motion passed</p>			
553	Staffing	<p>a. Management of Clerk</p>			
554	To note date of next ordinary meeting	Tuesday 18 June 2024, 7pm			

Approved as a correct record and signed

-----(Chair)

DRAFT