

St Albans Parish Council

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

10th of March 2021

Summons:

You are summoned to a meeting of St. Albans Parish Council which will be held online on

Wednesday, 17th of March 2021 at 19:00

LOGIN – please follow this link:

<https://us02web.zoom.us/j/82569408249?pwd=YlZwaDBGa0pGckNadjJoZ3NqaXM3dz09>

Meeting ID: 825 6940 8249

Passcode: 115270

Signed

Lynda Ogilvie

Locum Clerk to the Council

- SAPC21- 40** Appointment of Clerk & Responsible Financial Officer to the Council.
- SAPC21- 41** Declarations of intent to record, film or photograph the meeting by members, members of the public or the press.
- SAPC21-42** To receive apologies for absence.
- SAPC21-43** To receive disclosures of pecuniary and non-pecuniary interests pursuant to section 31 Localism Act 2011 from councillors on matters considered at this meeting.
- SAPC21-44** 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.
- SAPC21-45** To receive minutes of previous St. Albans Parish Council meeting(s) and resolve to sign these as a true record of the meeting(s).
- SAPC21-46** Matter arising from the minutes.
- SAPC21-47** To receive a report from the County and Borough Councillors.
- SAPC21-48** To receive oral reports from the Parish Councillors.

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SAPC21-49 To receive questions and petitions from members of the public – for information only.

SAPC21-50 FINANCE

- a. Approve the purchase of grit following inspection
- b. Reimbursement of grit purchased in January by Cllr Thorpe
- c. Reimbursement Cllr Thorpe for purchase of gift vouchers for photo competition
- d. Invoice for L Ogilvie

SAPC21-51 PLANNING

- a. [2021/0042](#) – Land on Recreation Ground Off Muirfield Road. Erection of 6 two storey dwellings including change of use from church building to residential church building.
- b.

SAPC21-52 To note correspondence(s) received and previously circulated to members.

SAPC21-53 To receive Items for Notification to be included on next meeting's agenda. (for information only).

SAPC21-54 To confirm date of next scheduled meeting.

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DRAFT Minutes of Meeting 17 February 2021 via Zoom

Present: Cllr M Thorpe (Chairman), Cllr R Ellis, Cllr D Gibbons, Cllr F Lari

In Attendance: Lynda Ogilvie, Locum Clerk, and one member of the public

Chairman opened the meeting at 7.00 pm and welcomed attendees. He introduced Lynda Ogilvie, who would act as Locum Clerk.

SAPC21-25 Declarations of intent to record, film or photograph the meeting by members, members of the public or press.

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

SAPC21-26 To receive apologies for absence

Cllr King has tendered apologies due to work commitments. His apologies were unanimously approved.

SAPC21-27 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 interests declared.

SAPC21-28 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.

SAPC21-29 To receive minutes of St Albans Parish Council meeting held on 20 January 2021, and resolve to sign these as a true record of the meeting.

Cllr Thorpe proposed an amendment to the minutes at Agenda SAPC21-006 concerning the creation of an unpaid post of Clerk to the Council. This proposal was seconded by Cllr Gibbons. Cllr Lari requested that the names of councillors and how they voted be recorded. Cllrs Thorpe, Gibbons and Ellis voted in favour of the motion to amend the minutes; Cllr Lari voted against. Motion carried. Minutes will be amended as presented, and signed as a correct record.

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SAPC21-30 Matters Arising from the Minutes

Cllr Thorpe referred to the arson attack on Muirfield Park, and reported that there had been a second arson attack, which he would discuss in greater detail later in the Agenda.

SAPC21-31 To receive a report from the County and Borough Councillors

Cllr Ellis reported that a number of grants from the borough's community fund had been awarded to organisations involved in supporting Covid-19 effort, including the community kitchen, and Stars.

SAPC21-32 To receive oral reports from Parish Councillors

Cllr Thorpe reported that a second fire had been set on Muirfield Park under the tower. He had tidied the area up afterwards, and spoken to someone who said that the damage would be repaired, but it would have to wait until the weather improved.

Cllr Thorpe also noted that the grit which Council had requested had not materialised, and during recent bad weather he had purchased some grit himself and partly filled the bins. Cllr Thorpe suggested that Council consider the purchase of grit at the next meeting – costs were £6 per 20kg bag, and approximately 8-10 bags would be required for each bin. It was agreed that this matter would be placed on the Agenda for the next meeting.

Cllr Ellis suggested that Cllr Thorpe be reimbursed for the grit which he had purchased, and it was agreed that this would be considered at the next meeting.

Cllr Lari reported that he had become aware that comments he had submitted to the Greater Nottingham Plan consultation had not been received. The organisers were aware of this problem, and had extended the deadline. Cllr Lari had resubmitted his comments, and requested that St Albans PC submit comments as recorded in Council minutes for November meeting.

Cllr Gibbons thanked Cllr Thorpe for dealing with the arson attack at Muirfield Park, and also providing grit for the bins when it was needed.

SAPC21-33 To receive questions and petitions from members of the public – for information only

There were no questions or petitions.

SAPC21-34 To discuss and resolve the creation of an Events Working Group which will oversee the planning and execution of events in the Parish.

Cllr Thorpe explained the background to this item. The intention is to create a group whose objective will be to develop ideas for community events at key times of the year, such as Easter and Christmas, and at other times as appropriate. All councillors present confirmed that they would wish to be part of this group.

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Members discussed various options, but this initiative cannot be taken forward until Covid-19 restrictions are lifted.

SAPC21-35 Finance

a) To update signatories for Council bank account

This is to remove a previous councillor from the bank account, and was unanimously agreed. Cllr Thorpe will deal with necessary paperwork.

b) Approval of training costs for Notts ALC training for Councillors

Cllrs Thorpe and Lari wish to receive virtual training on Freedom of Information and Introduction to Planning at a total cost of £67.20 – approved, and Cllr Thorpe will make arrangements with Notts ALC.

c) To Approve Notts ALC subscription for 2021-22 at £518.71

Approved, payment will be made

SAPC21-36 To note correspondence received and previously circulated to members

Email received from WAG re grit bins, which had been dealt with.

SAPC21-37 To receive items for Notification to be included on next meeting's Agenda

- The purchase of grit
- Reimbursement of grit purchased by Cllr Thorpe
- Appointment of Clerk to the Council

SAPC21-38 To receive update from Personnel working group

Cllr Thorpe reported that three applications for the position of Clerk to the Council had been received and interviews took place on 11 February. One person did not turn up for interview.

The interview panel had agreed to offer the job to one of the candidates, who has accepted the post. References and the right to work have been checked, and this person will start work at the next Council meeting on 17 March, following formal approval of Council.

SAPC21-39 To confirm date of next scheduled meeting

Wednesday, 17 March 2021 at 7.00 pm

Chairman thanked Cllr Lari and Lynda Ogilvie for undertaking clerk duties which had been of great help in recent weeks. He closed the meeting at 7.40 pm, and thanked everyone for their attendance.

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Let's do it right

Telephone / Web Order VAT Receipt

25/01/2021 21:31

Wickes Customer Services Vision House 19 Colonial Way Watford WD24 4JL	Telephone: 0330 123 4123 V.A.T. Number: 336725881
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Order Number: HY-640041764

		VAT Code
Tarmac Meltaway Rock Salt Large Bag 148169 x 6	£30.00	a
Delivery Charge x 1	£0.00	
Sale Total (inc. VAT)	£30.00	
V.A.T. Total	£5.00	

V.A.T. breakdown		Net	V.A.T.	Total
a Standard	@ 20.0%	25.00	5.00	30.00

If you've paid by card...

In the event that you want to return any Wickes product, we promise to provide you with a full refund or offer you an exchange, where possible. Simply return the goods within 30 days, in the original condition and in unused packaging, together with a proof of purchase.

If you've paid by PayPal...

Deliveries:

PayPal refunds are processed through our customer service centre using the number 0330 123 4123. If you return your product to store, you will be offered an exchange to the same value and/ or any monies owed will be refunded by gift card. Alternatively you can get a full refund on gift card only. You cannot return the item in store and receive a PayPal refund. All PayPal refunds must be collected via our courier (which will be collected at our cost) and cannot be left in store.

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Grit Bin Report

Inspected on the 28th of February 2021 by Councillor Thorpe.

Location	Fill Level	Estimated Bags	Cost
Fenchurch Close	1/3 full	6 bags	£30.00
Jermyn Drive	2/3 full	2 bags	£10.00
Ludgate Close	½ full	4 bags	£20.00
Lambeth Road	1/3 full	6 bags	£30.00
Total		18 bags	£90.00

*Bags £5.00 for 20kg from Wickes with free delivery

The screenshot shows a shopping basket with the following details:

- Item: Tarmac Meltaway Rock Salt Large Bag
- Quantity: 18
- Item price: £5.00
- Item total: £90.00
- Product Code: 148169
- Special Offer: Small Choice: purchased 14 times in the last 48 hrs.
- Delivery options: Add for delivery (selected), Click & Collect
- Order summary: Order subtotal: £90.00, Delivery: FREE, Total: £90.00
- Checkout button: Checkout →
- Footnote: Stock will only be reserved when you complete the order.

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INVOICE

St Albans PC
3 Jackson Court
Farndon
Notts
NG24 3TS

Invoice Date 2 Mar 2021
Invoice Number INV 1983
Reference e-training Plng & FOI

Nottinghamshire
Association of Local
Councils
Minster Chambers
Church Street
Southwell
Nottinghamshire
NG25 0HD

E-Training - two places for Planning and FOI for Cllrs M Thorpe and Cllr Lari	4.00	16.80	67.20
		Subtotal	67.20
		TOTAL NO VAT	0.00
		TOTAL GBP	67.20

Due Date: 1 Apr 2021

Please make cheques payable to Nottinghamshire Association of Local Councils
For BACs payments, please use Account Number: 20395119 Sort Code: 60 83 01
Please state the invoice number as the reference for any BACs payment

CEO: Tanya Grimes
tanya.grimes@nottsalc.org.uk
01636 816890
www.nottsalc.org.uk



PAYMENT ADVICE

To: Nottinghamshire Association of Local Councils
Minster Chambers
Church Street
Southwell
Nottinghamshire
NG25 0HD

Customer St Albans PC
Invoice Number INV 1983
Amount Due **67.20**
Due Date 1 Apr 2021

**Amount
Enclosed**

Enter the amount you are paying above