St. Albans Parish Council

Email: clerk@stalbanspc.org Web: www.stalbanspc.org

Minutes of the meeting of **St. Albans Parish Council** held on Tuesday 30th of June 2026 held at 7pm, at Emmanuel Church Hall, Church View Close, Nottingham.

Present: Cllrs. S Jablonskas (chair), R Ellis, D Jones, C Wilson, M Fletcher
Clerk: C Bryant, 4 members of the public.

SAPC039/26 APOLOGIES

Cllr. Helen Page sent apologies.

SAPC040/26 DECLARATIONS OF INTEREST

No declarations of interest were made.

SAPC041/26 LOCAL POLICING REPORT

A report on crimes within the area was presented, there were no recorded crimes within the parish since the last meeting.

SAPC042/26 PUBLIC PARTICIPATION

Residents of the parish reported an issue with planning enforcement on their street and sought the advice and support of councillors.

SAPC043/26 UPDATE FROM DISTRICT / COUNTY COUNCILLORS

Gedling Borough Councillor Rachael Ellis reported that she had, along with **Cllr. Jablonskas**, been running senior's coffee mornings, the next one planned for the 17th, and that it was well attended and received; a book exchange has also been trialled. Cllr Ellis reported that the Gedling Local Plan consultation remained open, relating to parcels of land that had already been identified and assessed for potential development. The consultation was available on Gedling Borough Council's website.

SAPC044/26 EXCLUSION OF PUBLIC AND PRESS

No exclusion of public and press was required.

- CLOSURE OF THE PUBLIC SESSION -

SAPC045/26 MINUTES

It was resolved to approve the draft minutes of the meeting held on the 26th of May as accurate.

SAPC046/26 COUNCILLOR AND CLERK REPORTS

Cllr. Jones gave a report regarding litter, litter picks and fly tipping.
Cllr. Ellis reported that they, too, had noticed litter picks and met with a resident regarding a report which has been passed onto the relevant authority.
Cllr. Jablonskas reported that the Warren Action Group had it's AGM a week before and reported that additional support might be required for parishioners living with dementia and related conditions, and that the council might consider this as part of its plans.
The clerk reported regarding the status of setting up the bank account and attempts to join the Lengthsman Scheme. The possibility of a parish contractor was discussed.

SAPC047/26 STAFFING COMMITTEE

Cllr. Ellis gave a report from the Staffing Committee,
It was resolved to approve the Staffing Committee Terms of Reference.
It was resolved to approve and accept the clerk's contract of employment.
It was resolved that **Cllr. Ellis** will be the line manager for the clerk.

SAPC048/26 ENVIRONMENTAL WORKING GROUP

the council considered the establishment and membership of an Environmental Working Group.
It was resolved that an Environmental Working Group was established to monitor and advise on the condition of the parish and carry out environmental works agreed by the council.
It was resolved that the membership shall be **Cllr. Jones** (interim chair), **Cllr. Wilson** and **Cllr. Fletcher** with The Chair and Vice Chair as ex-officio members.
It was resolved that the council approve the Environmental Working Group's Terms of Reference.

SAPC049/26 AUDIT OF PREDECESSOR COUNCIL

a) It was resolved to receive and approve the internal audit report.
b) It was resolved to approve and sign Section 1 of the AGAR (Governance Statement) for 2025-26.
c) It was resolved to approve and sign Section 2 of the AGAR (Accounting Statements) for 2025-26.
d) It was resolved to approve the arrangements and dates for the Exercise of Public Rights (1 July to 11th August).

SAPC050/26 EXTERNAL AUDITOR

It was resolved to accept appointment of an External Auditor by the SAAA.

SAPC051/26 EVENTS FUNDING

It was resolved that an events budget of up to £2,500 was approved for deposits and other agreed expenditure relating to fireworks and Christmas events to be delivered in partnership with Warren Action Group. The Council would meet agreed elements of the event costs directly.

SAPC052/26 NOTTS ALC

It was resolved to approve membership of Notts ALC at a cost of £657.81.

SAPC053/26 WEB HOSTING

Web hosting and domain-name provision were approved, with authority delegated to the Clerk to arrange suitable services at a cost of up to £200.

SAPC054/26 PARISH PLAN AND CALENDAR

Further consideration of the calendar and a parish priorities plan, including the associated budget, was deferred to the next meeting.

SAPC055/26 HEALTH AND SAFETY POLICY

It was resolved that the council approve the Health and Safety Policy.

SAPC056/26 MEDIA POLICY

It was resolved that the council approve the Media Policy.

SAPC057/26 EQUALITY AND DIVERSITY POLICY

It was resolved that the council approve the Equality and Diversity Policy.

SAPC058/26 CORRESPONDENCE AND ISSUES RAISED

The concerns raised by residents during public participation were noted. No further correspondence or issues were raised.

SAPC059/26 NEXT MEETING AGENDA ITEMS

Items for inclusion on the next agenda were relayed to the clerk.

- THE CHAIR CLOSED THE MEETING AT 9:13PM -