

ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD

ST ALBANS HERTS AL2 3PJ

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Minutes of **Community & Leisure Committee meeting.**
Held on **Tuesday 30 September 2025 at 12pm**
Venue: **Parish Centre, Station Road, Bricket Wood AL2 3PJ**

Present Councillors:

Wendy Berriman

David Brannen

Ajanta Hilton

Dorothy Kerry

Bill Pryce

Nuala Webb

Also present:

Amanda Feron, Assistant Clerk

Matthew Huddleston, Grounds Manager

Joanna O'Brien, Financial Administrative Officer, from item 2526/CL/034

1 member of the public

2526/CL/024 To receive and accept apologies for absence

Apologies received and accepted from Cllrs Brannen and Hilton.

2526/CL/025 Declarations of interest and dispensations

a) To receive declarations of interest from councillors on items on the agenda

b) To receive written requests for dispensations for declarable interests; and

c) To grant any requests for dispensation as appropriate

None

2526/CL/026 To approve the minutes of the last meeting of the Community and Leisure Committee, held on 22 July 2025.

Resolved: Proposed Cllr Pryce, seconded Cllr Berriman to approve the minutes of the meeting of the Community and Leisure Committee, held on 22 July 2025.

2526/CL/027 Public Participation- to invite comment and questions from the public in accordance with the Public Speaking Policy.

None

2526/CL/028 Update on previous actions not mentioned in this agenda.

None

2526/CL/029 To consider allowing a resident with an existing gate licence to move the position of the gate. Report Attached

Action: All committee members to review request and revisit at the next meeting.

2526/CL/030 To consider additional plots at Park Street Lane. Report attached

Resolved: Proposed Cllr Pryce seconded Cllr Kerry to not create additional plots at Park Street Lane at this time and to continue to monitor demand through the waiting list.

2526/CL/031 To review survey data to ensure residents views have been taken into account and

are reflected in the draft proposals and to make a recommendation to Full Council.

Action: Committee members to review survey data and to discuss and make a recommendation to Full Council at the next meeting.

Action: Assistant Clerk to recirculate documents to Committee members.

2526/CL/032 To consider and agree format and specification for North Close play area improvement project.

Resolved: Proposed Cllr Pryce seconded Cllr Berriman to follow consultation format established for Woodbury Field and Mayflower Road for North Close play area.

2526/CL/033 To consider holding an opening event at Mayflower Road Play Area at the end of September and, if agreed, to determine the event format and approve associated budget

Resolved: Proposed Cllr Berriman seconded Cllr Kerry to invite Eileen Whitaker to officially open Mayflower Road play area on Friday 10 October.

Action: Staff to organise and publicise an opening event from 3.15pm to 4pm, invite committee members and Park Street Councillors to attend and book an ice cream van.

2526/CL/034 To agree actions, staffing requirements and dates for events for the coming year

- a) Armed Forces Day
- b) Community Awards/ Parish in Bloom
- c) Remembrance Sunday

Action: Grounds Team to provide 6 metal barriers

Action: FAO to make a Councillor task list for the Christmas event.

Action: FAO to order 5 banners to promote the Christmas event.

d) Christmas Event

Action: FAO to book Paul Amsterdam's band for the Carol Service and market.

Action: Clerk to add request to all councillors to assist at the Christmas Event to the next Full Council agenda and share task list.

e) Annual Parish Meeting 2026

Action: Schedule for 14 May at the Orton Hall at 7pm for 7.30pm

f) Barge/Bus Trip for residents of the Parish

2526/CL/035 Clerks Report

The meeting closed at 1.58pm

Signed:

Date: