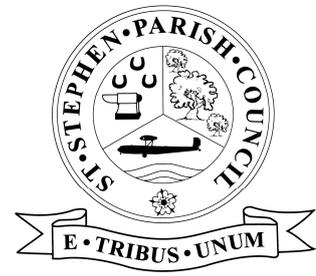


# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD  
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## Minutes of the Full Council Meeting

held on Thursday 15 January 2026 at 7.30pm  
at The Parish Centre, Station Road, Bricket Wood, St Albans, AL2 3PJ

### Present: Councillors:

Wendy Berriman	Dorothy Kerry	Nicholas Tyndale
David Brannen	Bill Pryce	Nuala Webb
Ajanta Hilton	Adrian Ruffhead	David Yates
Aaron Jacob	Mark Skelton	

Also present, Susan Hake, Clerk,  
1 member of public

- 2526/078** Public Participation – to receive petitions, comments and questions  
To welcome public participation in accordance with the Public Speaking Policy  
The member of public confirmed a number of the 2025 Armed Forces day attendees have expressed an interest in attending this year.
- 2526/079** To receive reports from representatives of St Albans District Council and Hertfordshire County Council  
Cllr Webb reported the Local Plan is anticipated to be formally adopted in June/July 26.  
Cllr Webb gave an update for the progress on creating a Parish Council for the unparished areas of St Albans as part of the CGR  
An update on the A405 traveller site retrospective application change of use refusal  
Cllr Webb will speak with Cllr Yates about to consider suitability of solar panels from Segro that could be used for Park Street Village Hall.  
Parking restrictions are being researched within the Parish  
St Albans District Council will be recruiting more para-legals to expedite the asset transfers.  
Harper Lane is likely to be closed for three weeks after the bridge damage from an HGV  
Cllr Hilton informed the Council planned roadworks can be viewed online on the One network  
An update was given on works being made on the potholes, 20mph restrictions being looked into and relocation of the speed camera in Park Street, Bollards that are being installed.  
Councillors were notified the footpath foliage in Frogmore will be cleared in March
- 2526/080** To receive and accept apologies for absence  
Apologies and reason from Cllr Curthoys received and accepted
- 2526/081** To confirm the minutes of the meeting held on 20 November 2025  
**Resolved:** To confirm the minutes of the meeting held on 20 November 2025
- 2526/082** To receive 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  
c) To grant any requests for dispensation as appropriate  
No declarations received
- 2526/083** Chair's report  
Participating in the CGR works as discussed by Cllr Webb
- 2526/084** Update on previous meeting actions not mentioned later in the agenda  
Cllr Yates gave an update and confirmed he will be arranging a meeting between 5 parties relating to the possible handover of Hanstead Wood to the Parish Council.  
We are awaiting meeting with Dimensions following the issue and agreement to extend the time for a response for one month to a letter from the Parish Council to discuss a way forward in reference to use of the joint use of the access road and car parking concerns

**Action:** Councillors were requested forward nominations for names to go into a draw to attend the Garden Party at Buckingham Palace for eligible councillors to the Clerk by next week

**2526/085** Reports: Finance, Policy and Resources

- a) To note list of November and December payments including payments authorised by Finance Committee Members and signatories  
Noted
- b) To consider and agree any grant/discretionary discount applications  
None received
- c) Recommendation to agree the Budget and Precept for 2026-27  
Cllr Kerry explained the Budget pressures for 2026-27 including the loss of the afterschool club who will be relocating to Killigrew Primary School from September. The interest received for the investment of reserves will cover this and so the Hire Fees are not planned to be raised, expenditure items include the Parish Council agreeing to accept the Public convenience building to be included as part of the Asset Transfers with the Pavilion and recreation Ground and Woodbury Field anticipated at the end of March 26. Improvements to North Close play area will include the use of funding from earmarked reserves, The Parish Centre Car Park and access road resurfacing will use some of the earmarked reserves, with the expectation Dimensions will contribute and improvements will be made in the kitchen facilities and fencing at the Parish Centre. The Parish Council are trying to build up reserves to be used towards the Development projects.  
It was noted that the special expenses charge for the public toilets should be removed from Council Tax by the District Council  
**Resolved:** To agree the Budget and Precept for 2026-27 of £838,960 increasing the annual Band D property Council Tax by £6.73 or 12.9p per month which equates to 6%  
**Action:** Clerk to enquire number of properties claiming benefits in the Parish  
**Action:** Clerk to circulate the updated reserve allocations for the next meeting

**2526/086** To note minutes and agree recommendations from the Council's Committees & Working Groups

To receive brief progress reports and recommendations from the:

- a) Planning & Environment Committee  
Cllr Yates gave feedback on current Planning applications  
Cllr Brannen gave an update on the monitoring of air quality and noise levels from the motorway at Mount Pleasant Lane School and School lane in Bricket Wood and informed the Council he trying to request the works to reduce the noise levels be completed before 2029.
- b) Finance Committee – Budget and Precept recommendation agreed at items 2526/085 c
- c) Fixed Asset Committee  
Council working group, Feedback comments on options to be shared with Place Services
- d) HR Committee  
Congratulations to our Grounds and Maintenance assistant on birth of son on 1 January 26
- e) Community & Leisure Committee and Events Working Party  
Cllr Pryce confirmed Service of Remembrance and Christmas Market both went well. 2026 dates of events are Armed Forces day 28 June 26, Summer event 31 August 26, Service of Remembrance 8 November 26 and Christmas Market 6 December 26

**2526/087** Clerk's Report - Information updates

The Assistant Clerk and Grounds Manager are currently looking into arranging a Community Tree planting day at Greenwood Park on Saturday 14<sup>th</sup> February 26

**Agenda items for next meeting required by 9 February 2026**

Meeting closed at 8.42pm