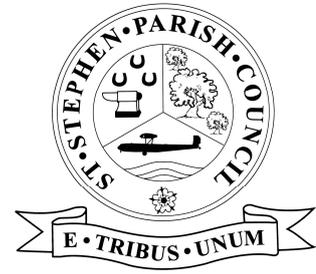


# ST STEPHEN PARISH COUNCIL

Bricket Wood, Chiswell Green and Park Street

THE PARISH CENTRE STATION ROAD BRICKET WOOD  
ST ALBANS HERTS AL2 3PJ  
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To: Councillors:

Wendy Berriman  
David Brannen  
Richard Curthoys  
Ajanta Hilton

Aaron Jacob  
Dorothy Kerry  
Bill Pryce  
Adrian Ruffhead

Mark Skelton  
Nicholas Tyndale  
Nuala Webb  
David Yates

You are summoned to attend the **Full Council Meeting**  
To take place on **Thursday 19 March 2026 at 7.30pm**  
Venue: **The Parish Centre, Station Road, Bricket Wood, St Albans, AL2 3PJ**

*S Hake*

Susan Hake, Clerk, 12 March 2026

The public are welcome to join this meeting, please email our clerk prior to the day of the meeting to advise of your attendance: [clerk@ststephen-pc.gov.uk](mailto:clerk@ststephen-pc.gov.uk)

**Please be aware that Members of the public may record, film, photograph or broadcast this meeting from the designated area.**

## AGENDA

- 2526/088** Public Participation – to receive petitions, comments and questions  
To welcome public participation in accordance with the Public Speaking Policy
- 2526/089** To receive reports from representatives of St Albans District Council and Hertfordshire County Council
- 2526/090** To receive and accept apologies for absence
- 2526/091** To confirm the minutes of the meeting held on 19 February 2026
- 2526/092** To receive declarations of interest and dispensations
- To receive declarations of interest from Councillors on items on the agenda
  - To receive written requests for dispensations for declarable interests
  - To grant any requests for dispensation as appropriate
- 2526/093** Chair's report
- Request to Parish Councillors to agree the issue of a letter of support for improvement works to the Park St underpass
- 2526/094** Update on previous meeting actions and items not mentioned later in the agenda
- To determine if the Parish Council should progress to become a Community Council in line with Hertfordshire changing to a Unitary Authority status (Cllr Pryce)
  - To agree the Council's response to the consultation about the number of Unitary Authorities that should be established in Hertfordshire (Cllr Pryce)
  - To receive and update on changes within Hertfordshire Association of Parish and Town Councils (HAPTC) (Cllr Pryce)
- 2526/095** Reports: Finance, Policy and Resources
- To note list of February payments including payments authorised by Finance Committee Members and signatories
  - To receive Interim Internal Audit feedback
  - To receive Reserves allocation update
  - To receive Asset Transfer update
  - Recommendation to confirm Parish Centre Car Park Resurfacing tender allocation
  - To consider and agree any grant/discretionary discount applications

- g) Recommendation to agree Council Meetings Timetable 2026-27
- h) To agree virement of Park Street repairs and maintenance and Park Street car park budget to cover the cost of a replacement height barrier at Park Street
- i) To request a volunteer Councillor join the Finance Committee to fill the vacancy
- j) Recommendation to adopt the amended GDPR policy, Privacy Notice, and CCTV policy
- k) To review Business Action Plan

**2526/096** 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-Minutes to be circulated
- b) Finance Committee
- c) Fixed Asset Committee
- d) HR Committee
- e) Community & Leisure Committee and Events Working Party

**2526/097** Clerk's Report - Information updates

Tree works for winter 25/26 all work now complete apart from 2c due to weather conditions and so will be added to the work schedule for 26/27 (see report)

Future Agenda items to review and adopt the Biodiversity Policy

**Agenda items for next meeting required by 7 April 2026**