

ST ALBANS PARISH COUNCIL

Email: clerk@stalbanspc.org

Website: <https://stalbanspc.org>

Minutes of St Albans Parish Council Meeting – EXTRAORDINARY MEETING Tuesday 14 November 2023, Emmanuel Church, Church View Close, Nottingham. NG5 9PE

Present: Cllr Dave White (Chair), Cllr Francesco Lari, Cllr John Todd and Claire Baker, Clerk

In Attendance: 4 members of the public

Welcome to the meeting. 7pm public 15 minutes for questions

No.	Agenda Item	Discussion	Action / Info	By whom	By when
435	Apologies of absence	Cllr Prairie Bryant, Cllr Dave Skidmore – seconded by Cllr Lari and carried	Accepted		
436	Declarations of interest	None			
437	Minutes of previous meeting	Minutes circulated. Cllr Lari, to change the wording to say that working group would be amended to having been established. Amendment seconded by Cllr White and agreed. Amendment to be made, signed off by Cllr White and recirculated	Action	Clerk	ASAP
438	Oral reports from Councillors	Cllr Lari – attended firework display and enjoyed a well planned and attended event. Cllr White – visited the Cenotaph in London. Good to reflect and represent the community. Cllr White – put up poppies along Bewcastle Rd and Muirfield Rd. Aim to buy more to go past Muirfield Rd and past the shops in the future. Targeted placement of these poppies around the school to	Information Information Information		

		<p>hopefully raise awareness with young people in the area.</p> <p>Cllr White – alleyways. Not as bad as described or as seen in the past but aware that season means they won't be as overgrown given the weather.</p>	Information		
439	Reports from Gedling Borough Council	Des Gibbons resigned as Labour Councillor for Gedling Borough Council. No other reports	Information		
440	Clerk update Hedgehog Highway	No update as no contact from Charity. Will chase up to see if any further contact. See where we are in January before withdrawing offer of funding	Action	Clerk	30/01/24
441	Lamp post Christmas lighting	Agreed funding from Council to purchase Christmas lighting. Several delays. Prices have doubled. Cllr White proposed to Council that continue to pursue a Risk Assessment to purchase lights in Christmas lights in January. Agreed that risk assessment to be completed, installation to be agreed by an approved GBC contractor for the electrics. Cllr Todd seconded and all Cllr voted in favour	Action	Clerk	30/01/24
442	Correspondence not reported	None			
443	Finance Payment list Budget update External audit update Proposed purchase of laptop	<ul style="list-style-type: none"> a. Payment seconded and agreed by Council b. No budget update – chase up log in details with Unity bank for Cllrs Bryant and Todd c. External audit update – none d. Need for a back up laptop and pooled laptop for the Council. Report submitted by Cllr White for options of a laptop for Council use. Cllr White proposed option 2. Cllr Todd agreed that this would be good to ensure Cllrs without could take a more active part as long as it stayed as Council property. Cllr Lari 	<p>Action</p> <p>Action</p> <p>Information</p>	<p>Clerk</p> <p>Clerk</p>	

		<p>agreed that something should be in place to ensure that Cllrs could stay connected but a laptop probably wasn't what was needed and maybe a phone would be sufficient. Cllr Todd seconded and Cllr Todd and Cllr White voted in favour. Cllr Lari voted against.</p> <p>Proposal passed. Move forward on purchasing laptop under recommendation 2</p>	Action	Clerk	30/01/24
444	<p>Grant applications WAG - £5000 for Christmas events SAC - £2000 for takeaway meal provision</p>	<p>a. Cllr Todd queried limit that was passed at last meeting re maximum grant allowance. Cllr Lari advised that the Grant policy was guidance, and that Councillors could if it was deemed the circumstances were OK, make a decision outside of the Policy guidelines. Cllr Lari in favour of the grant as sees it as a integral part of the community and have traditionally funded the service. WAG representative gave an overview of the afternoon tea and hampers. Cllr White raised concerns regarding the amount of money that is going to short term projects rather than looking at long term sustainability. Remaining budget doesn't allow for full amount to be given. Cllr White asked if anyone would like to propose an amendment to the amount requested but this was not supported by other Cllrs. Propose to vote to support WAG grant at £5000. Cllr Lari seconded the proposal. Cllr Lari voted for and Cllr White and Cllr Todd voted against.</p>			

		<p>Inform the applicants formally of outcome</p> <p>b. Cllr White would like to ask more questions about the SACK grant. How much goes outside of the Parish? Amount requested goes over Grant Policy. Cllr White proposed to make an amendment to the amount of £2000 to a total of £1500. Cllr Lari seconded and Cllr Lari, Cllr Todd and Cllr White voted in favour.</p> <p>Inform the applicants formally of the outcome</p>	Action	Clerk	20/11/23
445	Sporting / community facilities in the Parish	<p>Cllr Lari updated on the church facility on Muirfield Park. The land still belongs to the Church. Although planning applications had been made in the past, none had passed and there were currently no planning application for that area. Can use the land as an asset for community value. Parish Council would need to apply for the land to be used as community value. If it then wants to be sold would need to be offered to the Parish Council first who would then have 6 weeks to submit an interest and then 6 months to submit a purchase. Cllr Lari proposed that St Albans apply for the land for community value. Cllr Todd seconded the proposal and Cllr Lari, Cllr Todd and Cllr White voted in favour.</p> <p>Clerk to pursue what the process would be to submit an application for the land to be used for community value and report progress at the next meeting</p>	Action	Clerk	28/11/23
446	Parish Christmas celebrations	No update for Christmas 2023.			

		<p>Cllr Todd advised that the Christmas sleigh needed significant repairs and was in the process of being rebuilt. Possible costs around £500. Action for discussion at January meeting as part of future Christmas plans.</p> <p>Cllr White will be looking at working with Councillors to plan a medium- and long-term strategy for Christmas plans from 2024. Add Christmas 2024 as an agenda item from 30 January 2024.</p>	Action	Cllr Todd	30/01/24
			Action	Clerk	30/01/24
447	Noticeboard installation	<p>Cllr White provided overview of report presented including costings. Cllr Lari raised the point that couldn't vote on the addition of benches as agenda item only included on noticeboard installation. Cllr Lari raised concern regarding safety of where the benches would be placed. Cllr White proposed that the agenda item moved to the next meeting to include noticeboards and the benches. Cllr Lari seconded proposal. Voted in favour by Cllr Lari, Cllr Todd and Cllr White</p>	Action	Clerk	28/11/23
448	Council policies review	<p>Raised by Cllr Bryant requesting consistency and tidying up of the Policies. Cllr White proposed that Cllr Bryant reviews and refreshes the policies – no wording or policy changes. Cllr Todd seconded and all Cllr Lari, Cllr Todd and Cllr White voted in favour for Policies to be checked and proofread and made consistent with no changes to subject matter.</p>	Action	Cllr Bryant	30/01/24
449	Parish Council website publication of papers	<p>Cllr White provided context and advised he believed that Agenda and Minutes were enough to post on Website.</p>			

		<p>Cllr Lari advised that he believed that all papers should be published on the Website as a matter of law.</p> <p>Clerk advised that they would be able to publish all meeting papers on the Website that had already been circulated to Councillors.</p> <p>Cllr White proposed that all papers were published on the Website. Cllr Lari second proposal. Cllr Lari and Todd voted in favour and Cllr White voted against.</p>	Action	Clerk	23/11/23
450	To consider resolving that under Public Bodies (Admissions to Meetings) Act 1960 (12) the press and public be excluded from the meeting for the following items of business on the grounds that it would likely disclose exempt information – Cllr White motioned that public be excluded. Cllr Lari seconded and all Cllrs agreed in favour				
451	<p>Staffing committee</p> <p>Appointment of third Councillor</p> <p>Terms of reference</p> <p>NALC induction training for Clerk</p>	<p>a. Cllr Bryant appointed a staffing committee. Cllr Todd wanted to submit an amendment for a third Councillor on the staffing committee. Cllr Todd proposed that there wasn't enough Councillors to have a separate committee so to disband the staffing committee. Cllr White seconded and all Cllrs voted in favour. Future staffing issues will be discussed at Council meetings</p> <p>b. See above – no terms of reference required</p> <p>c. Induction training by Nottinghamshire ALC for Clerk for £45 proposed by Cllr Lari, seconded by Cllr Todd and all Cllrs in favour</p>	Action	Clerk	ASAP
452	To note date of next ordinary meeting	<p>Tuesday 28 November 2023</p> <p>Meeting closed at 20:55</p>			

453	Proposed dates for Parish Council ordinary meetings 2024	<p> Tuesday 30 January Tuesday 27 February Tuesday 26 March Tuesday 30 April Tuesday 28 May Tuesday 23 June Tuesday 30 July Tuesday 17 September Tuesday 15 October Tuesday 26 November </p> <p> Dates proposed by Cllr White. Seconded by Cllr Todd and all Cllrs in favour </p>			
-----	--	--	--	--	--