

St Michael Parish Council

Minutes of the **Meeting of St Michael Parish Council**
held on Tuesday 10 March 2026 at 6:30pm
at the School Room, rear of St Mary's Church, Childwick Green, St Albans

Present: Councillor D Meachin
Councillor J Peet
Councillor C Curtis
Councillor D Gaskin
Councillor G Smedley
V Wright - Parish Clerk

In attendance: There were no members of the public in attendance.

Meeting opened at 6:40pm

28/2026 APOLOGIES FOR ABSENCE

There were no apologies for absence and it was confirmed the meeting was quorate.

29/2026 DECLARATION OF MEMBERS' INTERESTS

GS is a member of Save North St Albans Green Belt. JP's nephew has put forward a quote for the bus shelter contract. DG is also a member of Save North St Albans Green Belt. DG is going to run as an Independent candidate in the May elections. DG is also a member of the New Greens Residents Association Committee.

30/2026 TO REVIEW THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 20 JANUARY 2026

Cllr Meachin PROPOSED the minutes were accurate and correct and should be approved. Cllr Curtis SECONDED. The minutes were unanimously AGREED and approved. The Chair signed the minutes.

31/2026 CASUAL VACANCY

SADC Electoral Services previously confirmed that the casual vacancy arising from the resignation of Cllr I Hawking (see 35/2025) may be filled by co-option. Interested candidates are requested to submit a statement to the Parish Clerk prior to the meeting and to attend the meeting with a view to being co-opted.

SADC Electoral Services have confirmed that the casual vacancy arising from the resignation of Cllr L Hooper (see 04/2026) may be filled by co-option. Interested candidates are requested to submit a statement to the Parish Clerk prior to the meeting and to attend the meeting with a view to being co-opted.

No applications had been received to date. There has been interest recently and it is hoped there will be applications before the May meeting.

32/2026 ELECTORS'/RESIDENTS' QUESTION TIME

There were no members of the public present.

33/2026 WILLIAM BIRD OPEN SPACE AND PAVILION UPDATE

The local Liberal Democrats have put out a leaflet to the residents of New Greens saying 'let's hear your voice,' about the rebuild of the pavilion. There is a meeting on 17th March 2026. In a personal capacity DG launched a petition on social media asking for consultation of local residents prior to this announcement. It is still felt the plans are missing crucial items to the success and variability of the project: a cafe, kitchen

and accessibility features.

Cllr Meachin noted that Mr Anthony Flack, Head at Townsend School, has confirmed they have been consulted on the project. Cllrs Smedley and Gaskin will be in attendance at the meeting on 17th March.

Cllr Gaskin PROPOSED that the Parish Council should send an email to SADC to ask for clarification of the formal status of the meeting to be held on 17 March 2026 and on the wider consultation process. Cllr Meachin SECONDED the proposal and it was unanimously AGREED that the email should be sent.

34/2026 SCHEDULE OF PAYMENTS

Cllr Curtis PROPOSED to approve the schedule of payments presented and Cllr Peet SECONDED and it was unanimously AGREED to approve the schedule.

35/2026 BANK RECONCILIATION

Cllr Meachin confirmed the recent reconciliation.

36/2026 PLANNING MATTERS

It was noted that;

[Planning Application 5/2025/1132 - Valid From 04/07/2025 - Proposed Solar Farm Potters Crouch Hertfordshire](#) - – no new comments since November awaiting additional documentation from Exagen.

[Planning Application 5/2025/1964 - Valid From 04/12/2025 - Land East Of Hemel Hempstead South Of B487 Hemel Hempstead Road \(Redbourn Road\) And North Of The A4147 St Albans Road](#) – The Parish Council's comments were submitted on 30 January 2026. There has been no further documentation submitted.

[Planning Application 5/2024/2271 - Valid From 26/02/2025 - Land Off Sandridgebury Lane And Between The Railway And Harpenden Road St Albans Hertfordshire](#) - Cllr Smedley submitted a response on behalf of the Parish Council. Cllr Smedley proposed to send a further response in relation to the additional documents. Cllr Curtis seconded. It was AGREED to submit a response.

37/2026 CLERKING ARRANGEMENTS

11.1 It was noted that V Wright had resigned and the councillors expressed their thanks for the work she had done whilst with the Parish Council.

Cllr Meachin PROPOSED to hire a new clerk and it was unanimously AGREED to hire a new Clerk/RFO.

11.2 Cllr Meachin circulated a draft job description for review by the councillors. The councillors discussed items including timelines, pay and contract.

11.3 Cllr Meachin circulated two versions of the job advert, one fuller version to be posted on the council's website and a shorter one more relevant for social media.

11.4 The council agreed to temporarily appoint Cllr Gaskin as RFO until a new clerk is appointed.

38/2026 HORSE SAFETY

It was noted that there have been reports of some safety concerns with respect to horses and pedestrians on public access routes within the parish.

The council acknowledges the importance of equestrian interests and the need for a harmonious relationship for all road/path users.

The council will monitor the situation and the Councillors agreed to ask for PC Keene's thoughts and advice at the May meeting where he is due to attend.

39/2026 TOWNSEND SCHOOL BUS STOP LOCATION

The pavement adjacent to the bus stop by the Texaco garage reportedly suffers from severe overcrowding and descending pupils cross the road without due care and consideration of the oncoming traffic. It is of general opinion that the crossings are poorly located and not fit for purpose. Staff do monitor the students in the afternoon but there is reportedly no supervision in the morning. Ideally a suitable crossing is needed to service the bus stop, and safety needs to be improved for the children getting on and off buses. Cllr Meachin will meet with Mr Flack on 12 March 2026 and will seek to raise the concern.

40/2026 BUS SHELTER CONTRACTOR

Cllr Gaskin PROPOSED to appoint Ben Spranger on the basis of his quotation submitted to the Parish Council on 15 February 2026. Cllr Curtis SECONDED and it was AGREED. Cllr Smedley will write to the contractor to make arrangements to commence work.

41/2026 RISK ASSESSMENT & BUSINESS CONTINUITY SUMMARY

Cllr Curtis proposed to approve the document and Cllr Peet seconded and it was unanimously AGREED.

42/2026 FINANCIAL RESERVES

Cllr Curtis proposed, Cllr Peet Seconded and the policy was unanimously AGREED.

43/2026 COMPLAINTS PROCEDURE

Cllr Curtis proposed, Cllr Gaskin seconded. It was noted that councillors should be cautious when considering complaints that sufficient personnel are available to hear any appeal.

44/2026 DATA PRIVACY

To be deferred to May 2026 meeting and a review of the NALC standard template to take place prior.

Upcoming meetings

19 May 2026 - 6:15pm – Annual Parish Meeting

19 May 2026 – 6:30pm Annual Parish Council Meeting

MEETING CLOSED AT 9:51pm