



COLNEY HEATH PARISH COUNCIL

Alban Park Office
Windfall House, D1, The Courtyard
Alban Park, St Albans
Hertfordshire AL4 0LA

Colney Heath Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

Tel: 01727 825314

Email: clerk@colneyheathparishcouncil.gov.uk

5 May 2017

To Members of the Parish Council,

Councillors, Peter Cook (Chair), Derrick Crump (Vice-Chair), Susan Devi, Cecilia Hathaway, Pam McDonagh, Margaret Nash, Mark Ouzman and Russell Solts

You are summoned to attend the **Annual Meeting of Colney Heath Parish Council** that will be held in the Community Room at Colney Heath Village Hall, High Street, Colney Heath AL4 0NS on **Thursday 11th May at 7.30pm** your presence is summoned for transacting the business outlined below.

The meeting is open to the press and public unless the Council do otherwise RESOLVE to enter private session where members of the public & press are excluded.

Lisa Chaplin
Clerk to Colney Heath Parish Council

**THE MEETING WILL BE
AUDIO RECORDED**

AGENDA

- 95/17 CHAIRMAN**
To elect a Chairman for the Council year 2017/18
- 96/17 VICE CHAIRMAN**
To elect a Vice-Chairman for the Council year 2017/18
- 97/17 APOLOGIES, ANNOUNCEMENTS**
It is envisaged a closed session will be required for this meeting
To receive and accept apologies for absence
- 98/17 DECLARATIONS OF INTEREST**
a) To receive declarations of interest from members regarding this agenda
b) To receive written requests for dispensations for declarable interests; and
c) To grant any requests for dispensation as appropriate
- 99/17 QUESTIONS FROM THE PUBLIC**
Members of the public may make representation, ask questions or give evidence in respect of the business on the agenda



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100/17 REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES

- a) To give opportunity to County & District Members to speak on matters relating to Colney Heath Parish if attending
- b) Police & Crime Report

101/17 APPOINT LEAD MEMBER TO COMMITTEES, WORKING PARTIES & OUTSIDE BODIES

102/17 COUNCIL DOCUMENTATION

To review Standing Orders, Financial Regulations, Code of Conduct, Staff handbook – policy review.

103/17 MEETING DATES 2017/18

To approve Schedule of Meeting Dates and locations

104/17 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

- a) To accept and sign the minutes of the Full Meeting of the Parish Council held on Thursday 6 April 2017
- b) To review and accept the matters arising/action report

105/17 FINANCE

- a) To receive and accept the Finance report & bank statements
- b) To consider quotes & donations
- c) Approval of BACS payments for May
- d) Allotment rent increase
- e) Parish Gardener Summer bedding
- f) CHPC Ear Marked Reserves 2017/18

106/17 LEGAL MATTERS

To receive and review a report of ongoing legal matters

107/17 PLANNING - LISTS, APPLICATIONS, RECOMMENDATIONS, REFUSALS & ENFORCEMENTS.

- a) To review Planning Applications as listed in report
- b) Refusals & Enforcements

108/17 ENVIRONMENT, PUBLIC OPEN SPACES & BUILDINGS

ENVIRONMENT WORKING PARTY

- a) To receive & review report if presented, from Environment Working Party including recommendations from meeting 20th April 2017

BUILDINGS

- b) To receive and accept building report if presented to include High Street Pavilion; Old Air Raid Shelter; Roestock Park Scout Hut; Charles Morris Hall Committee; Village Hall Committee



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109/17 **HR & FINANCE WORKING PARTY**
Recommendations from meeting held 19th April 2017

110/17 **PARISH ADMINISTRATION**
a) **CLERK REPORT**
b) **PARISH COMMUNICATION**

111/17 **ANY OTHER BUSINESS**
To receive any comments from Councillors, deal with any urgent matters agreed by the Chair or for matters to be raised and placed on agenda for the next meeting and to confirm the date of the next Parish Council Meeting.

*Phones and other equipment may be used to film, audio record, tweet or blog from this meeting by an individual Council member or a member of the public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session