

Colney Heath Parish Council



Clerk to The Parish Council
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TO ALL MEMBERS OF THE COUNCIL:-

Cllr M Nash-Chair, Cllr D Crump-Vice Chair, Cllr P Cook, Cllr R Solts, Cllr C Thorpe, Cllr K Barnes, Cllr C Hathaway, Cllr McDonagh (One Vacancy)

NOTICE IS HEREBY GIVEN to attend a meeting of Colney Heath Parish Council to be held on **WEDNESDAY 14 OCTOBER 2015 at COLNEY HEATH VILLAGE HALL at 7.45pm**

The meeting is open to members of the public who will be made welcome unless the Council do otherwise RESOLVE on item(s) if (contained in Part II-if following*) where members of the public & Press are excluded

(Planning part is compiled & data received to date by;-Deputy Clerk to the Council Mrs Kim Parker-Mead-(@7/10/15)

AGENDA

1816 APOLOGIES, ANNOUNCEMENTS

The Chair Cllr M Nash is to Chair the meeting. Part Two is envisaged for this meeting. The Clerk to receive apologies for absence at the time of meeting or in advance. Cllrs Cook, Crump and Solts have already sent their apologies for the meeting.

1817 DECLARATIONS

To receive any Members declarations of interest in the following items on the agenda.

1818 APPROVAL OF FULL COUNCIL MINUTES of 2nd July 2015

To accept and sign the minutes of the Full Council meeting of 2nd July 2015

Proposed;-

Seconded;-

1819 APPROVAL OF FULL COUNCIL MINUTES of 10th SEPTEMBER 2015

To accept and sign the minutes of the Full Council meeting of 10th September 2015

Proposed;-

Seconded;-

1820 MATTERS ARISING FROM THE ABOVE MINUTES

Sign HAPTC form to receive email copies of agendas and minutes.

Locum Clerk appointed (Contract of Employment to be signed in Part II).

Cllr Solts to Lead on Working Party for appointment of permanent clerk.

1821 ANNUAL RETURN YEAR ENDED 31 MARCH 2015

To receive Annual Return for the year ended 31 March 2015 and Issues Arising Report.
To approve and accept the Annual Return. Notice of Conclusion of Audit displayed on Parish Noticeboard from 6th October 2015 for 14 days.

1822 PARISH WEB SITE

To review Google Audience Overview Report and Website Updates.

1823 INSURANCE

To review Insurance Cover and Schedule and approve renewal.

1824 SADC WINTER SALT SELF HELP SCHEME

To review requirements for Winter Salt and storage facilities.

FINANCE

1825 FINANCE REPORT

To review Finance Report - attached as Appendix (1).
To consider budget headings in advance of new finance software installation and training.

1826 APPROVAL OF CHEQUES & OTHER PAYMENTS SEPTEMBER 2015

To approve monthly payments as per schedule to be circulated at the meeting.

Proposed;-

Seconded;-

1827 SECTION 106 MONIES

Defer until November meeting.

1828 APPOINTMENT OF LEAD MEMBERS TO COMMITTEES

Defer until November meeting or until a full review of committees and terms of reference has been carried out.

1829 CHRISTMAS BISCUITS

To review budget and distribution criteria for Christmas Biscuits.

PLANNING

1830 PLANNING LISTS-APPLICATIONS-RECOMMENDATIONS & REFUSALS

To review Planning Applications since September meeting - attached as Appendix (2)

To review Report of Decisions since September meeting – Appendix (3) to follow

1831 CURRENT PINS APPEALS -REFUSALS & ENFORCEMENT MATTERS

PINS Appeal – 5/2015/0594 20 Maslen Road, St Albans

Refusals & Enforcement matters members may wish to bring to the attention of council.

1832 NEIGHBOURHOOD PLAN & SADC STRATEGIC LOCAL PLAN

To note the Project Manager's report. Renewal of contract deferred until proposal received from Project Manager.

To receive any reports from members or District Councillors on the SADC SLP.

1833 THE BARLEY MOW

To consider request for meeting from Geoff Armstrong, Armstrong Rigg Planning.

1834 PARISH REPORTS AVAILABLE

Parish Warden-Report sheet

Ranger-Report sheet

Parish Gardener-Report sheet

1835 HIGHWAYS GENERAL REPORT

Reports from Members.

ENVIRONMENT PUBLIC OPEN SPACES -ALLOTMENTS & BUILDINGS

1836 LEAD MEMBER & ALLOTMENTS COMMITTEE REPORT

Public Open Spaces –any reports

Council owned Buildings-any reports

Allotments – any report

1837 COMMON LAND RECREATION & PUBLIC OPEN SPACES

Installation of memorial benches. To consider quotation for installation of second bench and tree/hedge clearing.

Horseshoe Field Smallford future management – defer until November meeting

CHFC Pavillion/pitch areas – defer until November meeting

Water pipe to serve Warren Farm - contractor will contact Parish Office before works begin.

Update on Furze Field cut, fencing and grazing plans.

1838 COMMUNITY REPORTS

HIGHFIELD PARK TRUST

Report-the trustee member is Cllr K Barnes.

COMMUNITY BUS

Reports-need more drivers and couriers – Cllr C Thorpe

VILLAGE HALL COMMITTEE-COUNCIL MEMBERS

Defer until November meeting.

TREASURE TOTS

To receive a report from the T Tots Manager. To receive audit report from Auditing Solutions.

Review and amend Santander Bank Mandate – Cllr M Nash

ADMINISTRATION- INFORMATION- CORRESPONDENCE & REPORTING

1839 MEMBERS ATTENDING MEETINGS & TRAINING ON BEHALF OF THE COUNCIL

Lafarge Meeting - Tuesday 8th September – Cllr Cook

Aggrivert Meeting - 15th September 2015

Code of Conduct Training – 7th October – Cllr Cook

Basic Finance for Councils Training – 21st October

Aggrivert Meeting – 10th November

The Councillor as an Employer Training – 12th November - Cllrs Nash & McDonagh

1840 INVITED REPORTS FROM DISTRICT OR COUNTY COUNCILLORS

To give opportunity to County & District Members to speak on matters relating to Colney Heath parish if attending.

1841 CORRESPONDENCE

If any to report-or unless noted via e-mail or elsewhere in preceding items.

Freedom of Information – request from member of the public for fee paid for Amer Fair,

1842 PARISH MATTERS OFFICE & CHRONICLE

Early thinking for Spring Chronicle.
January Pension changes - defer until November.

1843 EVENTS- COMMUNITY XMAS LUNCH & LARKS IN PARKS 2016

Community Xmas Lunch on Friday 11th December 2015
Larks in Parks – first site meeting January 2016. Let the Parish Office know if you would like to get involved or run this event.

1844 CRIME ISSUES

PC Andrew Shepherd and/or newly appointed PCSO Michaela Andrews will try to come to meeting to give an update on crime issues in CH parish.

1845 PUBLIC QUESTIONS

Members of the public are invited to ask questions about items on the agenda.

1846 MEMBERS QUESTIONS OR LATE MATTERS

To receive any comments from Councillors or any late matters.

1847 DATE OF NEXT MEETING

The next Parish Council Meeting will be held on Wednesday 11th November at Colney Heath Village Hall.

See Appendices 1, 2 and 3 attached..

The meeting closed at.....

Helen Rook
Temporary Clerk to the Council
7th October 2015