



COLNEY HEATH PARISH COUNCIL

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

Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

Tel: 01727 825314 Email: clerk@colneyheathparishcouncil.gov.uk

MINUTES OF THE COLNEY HEATH PARISH COUNCIL MEETING HELD AT COLNEY HEATH VILLAGE HALL, COLNEY HEATH, ON THURSDAY 10 AUGUST 2017 AT 7.30pm

PRESENT: Cllr P Cook (Chair), Cllr D Crump, Cllr K Barnes, Cllr M Nash, Cllr M Ouzman,

OFFICERS: L Chaplin (Clerk)

PUBLIC: District Cllr C Brazier and nine members of the public.

161/17 **APOLOGIES AND ANNOUNCEMENTS**

Apologies from Cllr S Devi, Cllr C Hathaway, Cllr R Solts, Cllr McDonagh were noted and accepted by Council.

162/17 **DECLARATIONS OF INTEREST**

None declared.

163/17 **QUESTIONS FROM THE PUBLIC**

A resident requested to discuss the location of the hooped barriers being installed onto the High Street, Colney Heath. He did not dispute that they should be installed but would like Council to consider the location and placing of the barriers. It was agreed that a short break would be taken during the meeting to go out and view the location meeting with the resident to hear his views again on site. The decision on location was **RESOLVED** to be decided by the 3 Councillors in attendance who were also members of the Environment Working Party.

Other residents of the High Street spoke about their concerns regarding the lockable post that had been installed into the access way through the houses 35 – 39 High Street, although this lockable post remained unlocked at present there were concerns about accessing their properties to drop things off and clean cars which residents did not feel safe doing on the High Street. The residents all confirmed that this situation had been going back and forth between the residents and the Parish Council for a number of years. The Chairman explained that the Council wanted to resolve these matters but would require as much evidence as possible to be provided to the Clerk so that a full picture could be presented to members in a future meeting and enable informed decisions to be made.

ACTION: Report to Council after evidence received

A further question was raised about the ditch opposite the houses in the High Street which has not been cleared for some years despite reporting. The Clerk would report this to County Councillor Hale and will also report it to HCC on behalf of the resident.

ACTION: Clerk

Five members of the public left the meeting.



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163/17a) **PRESENTATION OF PROPOSED DEVELOPMENT AT SMALLFORD WORKS**

Two representatives of Icen Projects and the owner of Smallford Works presented an overview of the proposed development. The Council were keen not to specifically prejudice any future decisions and without exception would like to make sure all proposals meet the dwelling types proportions set out in the strategic housing needs assessment presented to the District Council's Planning Policy Committee of 11 June 2015. Councillors asked that some questions were answered and these included how many dwellings per hectare were there planned to be? Could some information on pathways be included and shown in the plans? How many staff were employed on the current site as these staff would be displaced and could Council be given the figures on this? Answers would be provided to the Clerk by Icen.

ACTION: Clerk

164/17 **MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL**

a) Minutes of 20 July 2017

Proposed by Councillor Crump

Seconded by Councillor Ouzman

The minutes were signed as a true and accurate record there was one amendment – 152/17 point 3 had pre-planning discussion inserted.

b) Matters Arising Report – the report was presented and accepted. Updates since the report included the two lists including current information on areas of work from the Environment WP would be updated and presented as reports to the next Full Council meeting.

Cllr Nash has a full set of Chronicles should these be needed in the future. The Old Air Raid Shelter will be de-energised next week. There was a question about confidential content of exempt 'closed' session minutes and ensuring that the transparency code was being met. The Clerk explained that all aspects were being met with one exception of the payments over £500 being published, this was being discussed with Finance WP with a view to publishing all payments.

ACTION: Clerk

165/17 **PLANNING LISTS, APPLICATIONS, RECOMMENDATIONS, REFUSALS & ENFORCEMENTS**

a) All applications were noted and no comments would be made on any application on behalf of the Council.

DC Brazier and one member of the public left the meeting.

The meeting and standing orders were suspended at 8.30pm to allow the Councillors from the Environment Working Party to meet with the resident at the location of the bollards and revisit the line.

The meeting resumed at 9pm.



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There were good discussions with at least 3 residents coming out to speak with Councillors. It was agreed that no further information had been presented to make Councillors minded to change the line of the bollards. It was **RESOLVED** to continue with the line of the hooped bollards behind the High Street houses as agreed.

- b) Enforcement – the email sent to Cllr Nash was circulated and accepted as an update. Cllr Nash would like the enforcement to be chased with Martin Westwood regularly and always reported on each agenda.

166/17

FINANCE

- a) BACS payments numbers 0127 to 0145 and the Veolia, BT direct debits and the bank charges were presented, approved and signed by Cllr Crump & Ouzman and payments were proposed by Cllr Ouzman and seconded by Cllr Nash.

167/17

PARISH ADMINISTRATION

a) Clerk Report

The Chair reported to Council on the VHC meeting. It was a useful meeting and Cllrs Solts and Cook plus the Clerk attended. It was confirmed at the meeting by one of the Trustees of the VHC Chris Brazier that the extension to include the Parish Office was built to be used by the Parish Council in perpetuity at nil rent. It was **RESOLVED** to delegate responsibility to the Finance WP and the Clerk of draft and send a letter to the Charity Commission concerning the status and transfer of the village hall.

ACTION: Clerk & Finance WP

It was **RESOLVED** that no Councillor should serve as a Trustee on the VHC as there was a conflict of interest. Proposed Cllr Cook, Seconded Cllr Ouzman – vote unanimous. It was agreed that where possible Ward Councillors not living in Colney Heath should attend the future meetings of the VHC. It was **RESOLVED** that the Council should work with the Secretary of the Village Hall Council on the preparation of a grant application to be presented to Council at the September meeting.

b) Correspondence Report

- Confirming from Willows of the cows and goats to be placed on Furze field shortly, repairs required and the shepherd has finished the shelter for the goats.
- Debenhams Ottaway have requested an extension to the ongoing case in Tyttenhanger with the Land Registry 30th September.
- The Mayor's Office had asked Councils to save the date of Sunday 5th November for the High Sheriffs service.



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- The Mayor's Office had asked Councils to save the date of Friday 9th March for the Mayor's Civic Banquet and Ball at Sopwell House.
- The Mayor's Office had asked Councils to save the date of Sunday 15th October for the Civic Service, Cllr Cook asked for a copy of the email to be sent to him.
- A TRO notice has been received for the closure of Coursers Road for treeworks and this will be in the Herts Advertiser on 24 August and 7 September.
- Request for audited accounts – Clerk will respond with process and send accounts once received from BDO LLP

ACTION: Clerk

- Freedom of Information request received – deadline Monday 4th September will be missed as draft response will come to Council 7th September Clerk will send response confirming this and that response will be sent Friday 8th September.

ACTION: Clerk

- Previous member of staff document request.
- SADC St Albans Choose your Story branding will be added to new website.

ACTION: Clerk

- Complaint from resident concerning the Community Bus via the Fire Service, this was successfully dealt with by the driver and the Bus Co-ordinator.

168/17 ANY OTHER BUSINESS

None raised

Meeting ended at 9.48pm

Robert E Cook
21/09/2017