



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 SCHOOL, COLNEY HEATH ON THURSDAY 11 JANUARY 2018 AT 7.30pm

PRESENT: Cllr P Cook (Chair), Cllr D Crump, Cllr R Solts, Cllr M Nash, Cllr M Ouzman, Cllr Cllr P McDonagh, Cllr C Hathaway.

OFFICERS: L Chaplin (Clerk)

PUBLIC: County Councillor J Hale and twelve members of the public.

01/18 **APOLOGIES AND ANNOUNCEMENTS**

Apologies Cllr K Barnes (work) and Cllr S Devi (illness) were noted and accepted by Council. It was also noted that County Councillor Gordon and District Councillor Day had sent their apologies.

02/18 **DECLARATIONS OF INTEREST**

None declared at this point.

03/18 **QUESTIONS FROM THE PUBLIC**

A resident raised the worsening state of the area around Charles Morris Hall, Tyttenhanger and its development plans. This was discussed in detail with residents making a number of points along with information on possible S106 funding decisions being awaited. The Council agreed that a group would be set up in conjunction with the Environment WP to discuss the plans for improving the land with residents' input once funding had been approved.

ACTION: Clerk/Env WP

A representative of the Scout Association read and handed in a letter formally requesting a lease at Roestock Park. This was collected and the representatives were advised that once legal advice had been obtained a meeting with Cllrs Nash, Crump and Solts would be arranged to discuss the future of the hut at Roestock Park.

ACTION: Clerk

A resident would like Council to revisit their resolution to remove a bus shelter in Tyttenhanger village. It was agreed that the Env WP would look at the proposal and come to the next Council meeting with a recommendation.

ACTION: Clerk/Env WP

10 members of the public left the meeting

04/18 **MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL**

- a) Minutes of 30 November
Proposed Councillor Crump
Seconded Councillor Nash

The minutes were signed as a true and accurate record.

- b) Matters Arising – report was noted by Council. The Chair commented that he attended an Env WP this week and that this and all sub committees were running and working well and this momentum should be continued. He asked Council to formally note thanks to all those representing the Council when meeting the Village Hall Council Trustees. Also, to thank, on behalf of the



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Council, Smallford Residents Association representatives who attended meetings recently for working collaboratively for a better future for the Parish.

05/18

REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES

- a) County Councillors – CC J Hale. The issue of the minerals plan and transport plans were noted. There was a libraries consultation for those Parishes with a library. The A414 Longabout interim improvement work to improve signage and to install LED signs will still go ahead as planned in Q4. There was a meeting planned this coming Monday at Roehyde to look at the site with the SADC enforcement officers Cllr Nash attending. The restoration of the Colney Heath Community Park would be kept on top of and the office are reminded to keep CC Hale in the loop on this.
- b) District Councillors – DC Brazier spoke about developments in Ellenbrook and concerned residents. He noted he had been contacted to support a number of developments in Colney Heath including the Smallford Works development and has had discussion with a landowner who wishes to build 150 houses in a retirement development. Cllr Solts wished DC Brazier a happy new year and asked him if he still stands by his recollection from the meeting between CHVH and CHPC where Cllr Cook and the Clerk also attended and held in August 2017 that he did say that the 'Parish Office was built with Parish Council funds for the benefit of the Parish and that the Parish Council use for the sole use of Parish Council business forever and for a nil/peppercorn rent'. DC Brazier could not recall saying "forever" in the meeting but he did say that 'forever' was not a word he used? When Cllr Solts asked the question in a slightly different way as to whether this was his understanding when he was a Parish Councillor – the response was "Yes, this was what I understood when I was a Parish Councillor, being that the CH office was built with Parish Council funds and to be used for the sole use of Parish Council business in perpetuity and for nil/peppercorn rent but not forever, but a long time".
- c) Police & Crime Report – The Council noted the update email from the recent PPC meeting. Cllr Hathaway reported that unfortunately it was not possible to locate the dangerous dogs owner.
- d) Highfield Park Trust (HPT) – The Council passed their thanks for an excellent Wassailing event arranged by HPT. HPT representatives had emailed to say a big thank you to CHPC for funding the event.

ACTION: Clerk

06/18

PLANNING

LISTS, APPLICATIONS, RECOMMENDATIONS, REFUSALS & ENFORCEMENTS

The Council reiterated it is not the Planning Authority, merely a consultee.

- a) All applications listed on the agenda were noted and the following comments would be made:
 - 5/2017/3671 – Council felt this was not an appropriate area for a residential development.
 - 5/2017/3514 – Council considered this an overdevelopment in the MGB



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- b) PL/0885/17 – the Council would like it noted that there is an issue with the area for rubbish and debris and if this clears and alleviates this issue then this proposal should be supported
- c) Enforcement was covered in early section – meeting with enforcement officers at Roehyde on Monday 15th January
- d) Neighbourhood Plan – public meetings to be organised in early February around the Parish. There are some problems with the comments portal at the SADC website. It was hoped that the SADC video could be shown at the meetings and these would be used to recruit new volunteers for the NP groups.

07/18

FINANCE, AUDIT & GOVERNANCE

- a) The budget issued to members prior to Christmas was discussed and members went through every line of expenditure discussing the proposal and making a number of changes as noted on the Clerk copy for file. A vote concerning support of the event Larks in the Parks was taken and this was 5 votes in favour and 2 abstentions, it was **RESOLVED** that the Council would support Larks and a discussion followed on the mechanics and funding for this project. It was **RESOLVED** that a budget of £1500 would be allocated for a Volunteer Co-ordinator to run the project this year. A number of items were challenged including all suggested increases and decreases. Grant funding was increased to £5.5k and unanimously **RESOLVED**.
ACTION: Clerk
- b) There was a number of items in the budget that would need to be discussed in closed session but the principal of each line and the Precept would be agreed in public session.
- c) It was unanimously **RESOLVED** that the Precept demand from Colney Heath Parish Council for 2018/19 be £178,500.
ACTION: Clerk
- d) The grant application and application forms were amended and unanimously approved for issue and publication. To be reviewed next January 2019. The applications would be submitted to the Full Council meeting in April and the deadline for applications would be 5 March 2018. It was suggested and agreed that if any money remained after the first allocation of grants then a possible second round would be held in Sep/Oct 2018.
ACTION: Clerk
- e) The bank reconciliation & bank statements were noted and signed. The nominal ledger was available to be inspected by members.
- f) There were no quotes or donations to consider.
- g) BACS payments 0255 to 0272 and the Veolia, BT direct debits, and bank charges that were paid in December as agreed were signed retrospectively payments 0273 to 0284 which will be paid next week (18th January) were presented, approved and signed by Cllr Solts & Cllr Hathaway.
- h) An application for a corporate card proceed for the Clerk with a £2500 limit applied. This was proposed by Cllr Solts and seconded by Cllr Cook and unanimously **RESOLVED**.

FAEZ



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08/18

ENVIRONMENT, PUBLIC OPEN SPACES & BUILDINGS **ENVIRONMENT WORKING PARTY**

The action points from the meeting held 8th January were noted. The following resolutions were made, discussed and unanimously **RESOLVED**

- To spend £25,000 from the EMR 325 Youth Projects on the Roestock Park MUGA and associated works.
- To install of up to 45 bollards at Roestock Park from EMR at a cost of no more than £6k
- Subject to retrospective approval on the purchase of the land the Council shall spend £5,000 from the EMR 325 Youth Projects on the Horseshoe Field Development Project subject to approval of final and detailed plans. It was agreed a meeting between Oaklands and Cllrs Cook, Crump and Nash be arranged to discuss initial plans.
- To install a site gate and fencing to secure site Horseshoe Field from EMR up to a value of £5k subject to quotes.
- Council to approve £250 expenditure of the sustainable St Albans event to focus on the Common. Funds to come from Community Events/323 EMR Community Development Fund.

ACTION: Clerk

09/18

BUILDINGS

BUILDINGS & ASSETS WORKING PARTY

High Street Pavilion

A letter reconfirming Council's previous resolution has been sent

Roestock Park Hut

Legal advice is being sought as reported

Charles Morris Hall

Correspondence noted by Council from Bookings Officer

Village Hall Council

A meeting was held and recorded. An email was sent and a further letter had been received. Correspondence was noted concerning comments made by DC Brazier. This was further clarified – See Minute 05/18b

10/18

LEGAL MATTERS

Due to ongoing legal processes it was not possible to comment on the ongoing cases in public session.

For good governance and transparency it was unanimously **RESOLVED** that any emails sent as a Councillor from personal emails to be copied to the Clerk.

11/18

PARISH ADMINISTRATION

a) Clerk Report

- Clerk's overtime will be noted in closed session
- Christmas Lunch at St Marks was a success, thanks go to all the cooks and volunteers on the day, special thanks to Jean and Dennis Horner and Myra Austen. Gifts and thank you cards were presented from CHPC on the day. The event whilst given £500 actually cost £481.87 including income and office staff time and costs.

RAEZ



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- Mtg with Anderson Group/Boissy Close in next two weeks
- Email received from a resident of Colney Heath Village with pictures regarding the parking on the Common and High Street, email will be considered as part of the consultation process.
- SADALC Mtg held on 12 December 2017
- Pony issue on Common – large volume of emails and telephone calls about the animal who remained for some time. RSPCA collected.
- Maserati a more interesting item dumped last month.
- Reference request for Treasure Tots staff member
- Street name vandalism on the increase Princess Diana Drive reported but will take 6/8 weeks to replace
- Allotments – letters issued and allotments will cease by end March
- Any Councillor wish to attend London Bridge training 24th Jan/30 Jan?
- Change to Beating the Bounds SADC from 6th May to Sunday 13th May 2018
- Request from Girlguiding UK to get Parish Council to help get the Santa that delivers presents around the Parish in Highfield to come to CH Village
- 2018 SADC Community Conference in Harpenden 6th February
- 2018 is Hertfordshire Year of Physical Activity with events planned
- Holocaust Commemoration Sat 27th January
- Data Protection certificate renewed with ICO office for another year – Clerk recommends at all the quotes to prepare CHPC for GDPR May 2018 as they range significantly in price.
- Council to note that previous Clerk had delayed post delivery on at least one day a week, post office have written to confirm that we want to maintain this delayed service or restore to 6 day a week deliveries, Clerk will resolve 6 day deliveries.

b) Correspondence Report

All relevant correspondence is noted above

c) Communications Report

A draft format is being looked at but nothing further to report at the moment.

12/18 ANY OTHER BUSINESS

Cllr Crump raised the issue of the Community Park lease which expires in April 2018. CC Hale will try and see which HCC contact in estates is dealing.

13/18

The Council **RESOLVED** under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media must be excluded from the meeting as in consideration of the items of business their broadcast or publicity would be prejudicial to the public interest due to the confidential or commercial nature of the business to be transacted.

Public meeting ended at 9.55pm and one member of the public and CC Hale left.



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CLOSED SESSION

Commenced at 10.03pm

Meeting ended at 10.17pm

[Handwritten signature] 01/02/17

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CHPC MINUTES 11 JANUARY 2018

Chairman.....CHPC 230