



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

4 May 2018

To Members of the Parish Council,

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

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 10th May at 7.30pm** your presence is summoned for transacting the business outlined below. [Papers issued as noted on agenda.](#)

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

- 67/18 CHAIRMAN**
To elect a Chairman for the Council year 2018/19
- 68/18 VICE CHAIRMAN**
To elect a Vice-Chairman for the Council year 2018/19
- 69/18 APOLOGIES, ANNOUNCEMENTS**
To receive and accept apologies for absence
- 70/18 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
- 71/18 QUESTIONS FROM THE PUBLIC**
Members of the public may make representation, ask questions or give evidence in respect of the business on the agenda for a maximum per item of 3 minutes.
- 72/18 REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES**
a) County & District Councillors are invited to speak on matters relating to Colney Heath Parish if in attendance
b) Police & Crime Report if provided



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- c) Highfield Park Trust Newsletter
Paper issued - Members to note content

73/18 APPOINT LEAD MEMBER TO COMMITTEES, WORKING PARTIES & OUTSIDE BODIES

Papers issued

74/18 COUNCIL DOCUMENTATION

To review Standing Orders, Financial Regulations, Code of Conduct
Papers issued

75/18 MEETING DATES 2018/19

To approve Schedule of Meeting Dates and locations
Paper issued

76/18 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 5 April 2018
Minutes issued in draft
- b) To accept and sign the minutes of the Emergency Full Council Meeting of the Parish Council on Thursday 19 April 2018
Minutes issued in draft
- c) To review and accept the matters arising/action report
Paper issued

77/18 FINANCE, AUDIT & GOVERNANCE

- a) To receive and accept the bank statements and reconciliation
Copies of bank statements & reconciliation issued
- b) To consider quotes & donations
- Parish Gardener Summer bedding
 - Highfield Park Trust – Office Space
Paper issued
 - GDPR Audit
 - Storage
- c) Annual Salary Review
Paper issued
- d) Approval of BACS payments for Thursday 17th May
Copy of draft payment sheet issued
- e) Review of Effectiveness of Internal Controls
Paper issued
- f) To receive the draft income & expenditure report for year ending 31st March 2018 including review of Reserves 2018/19
Paper issued
- g) Legal Matters update
Ongoing cases will require to be discussed in closed session.



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78/18

PLANNING - LISTS, APPLICATIONS, RECOMMENDATIONS, REFUSALS & ENFORCEMENTS.

- a) The Council have received and will discuss the following applications:
- | | |
|-------------|--|
| 5/2018/0349 | Land rear of Longlands & Greenleas, Colney Heath |
| 5/2018/0773 | Newfield Way, AL4 0GB |
| 5/2018/0863 | Newfield Way, AL4 0GD |
| 5/2018/0959 | Oaklands Lane, AL4 0HS |
| 5/2018/0750 | Church Croft, AL4 0GL |
| 5/2018/1014 | Bullens Green Lane, AL4 0QS |
| 5/2018/0747 | Park Lane, AL4 0NR |
| 5/2018/0851 | Barley Mow PH, AL4 |
| 5/2018/0702 | Hill End Lane, AL4 0AJ |
| 5/2018/1050 | Tollgate Road, AL4 0PX |
| 5/2018/0887 | Sovereign Park, AL4 0FJ |
| PINS Appeal | Church Croft, AL4 0GN – for info only |

Papers issued

- b) Refusals & Enforcements
c) Planning Referrals Committee – Nuckies Farm & Railfreight

Papers issued

79/18

ENVIRONMENT, THE COMMON, PUBLIC OPEN SPACES & BUILDINGS ENVIRONMENT WORKING PARTY

- a) To receive Working Party note of meeting 16th April 2018
Paper issued
b) To receive tender information & recommendations for Roestock MUGA
Paper issued
c) To receive a verbal report on the event 'Wild about our Common'
d) Request to use CH Common for an event

Paper issued

80/18

BUILDINGS & ASSETS

To receive updates and correspondence on the following:

- a) High Street Pavilion;
Paper issued
b) Old Air Raid Shelter;
c) Roestock Park Hut;
Paper issued
d) Charles Morris Hall Committee;
e) Village Hall Committee

Paper issued

81/18

PARISH ADMINISTRATION

- a) **CLERK REPORT**
Clerk to report on administration matters including correspondence not previously listed in agenda
b) **PARISH NEWS**
To discuss Parish News – Summer 2018



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82/17

ANY OTHER BUSINESS

To receive any comments from Councillors, deal with any urgent matters agreed by the Chair or for matters to be placed on agenda for the next meeting.

83/18

If the Council resolve 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.

*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