



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
Highfield Park Visitor Centre
Hill End Lane
St Albans
Hertfordshire AL4 0RA

Colney Heath 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 ON THURSDAY 13 SEPTEMBER 2018 AT 7.30pm

PRESENT: Cllr P Cook (Chair), Cllr M Nash, Cllr M Ouzman, Cllr C Hathaway, Cllr S Devi, (one vacancy).

OFFICERS: L Chaplin (Clerk).

PUBLIC: County Councillor Gordon, District Councillor Brazier, PCSO David Niven and 15 members of the public.

128/18 APOLOGIES AND ANNOUNCEMENTS

Apologies have been received from Cllr D Crump (Vice-Chair), Cllr K Barnes and Cllr R Solts all apologies were noted and accepted. County Councillor Hale, District Councillor Day and Sgt Williams had all sent apologies.

The Chair advised the meeting regarding filming, recording and live tweeting being permitted. The Chair advised members that a closed session to this meeting was anticipated.

129/18 DECLARATIONS OF INTEREST

None declared.

130/18 QUESTIONS FROM THE PUBLIC

None

131/18 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

a) Minutes of 16 August 2018

There were no amendments to the minutes and they were agreed to be a correct and proper record of the meeting. The minutes were duly proposed by Councillor Nash and seconded by Councillor Hathaway and unanimously accepted.

b) Matters Arising

None raised.

132/18 REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES

a) County Councillor Gordon reported on a recent meeting with Highfield Park Trust and regarding their pathway project.

There was no update on the timescale for the signs being placed on Highfield Park Drive. CC Gordon mentioned a site visit might be worthwhile for agreeing location of these signs but that there maybe technical reasons for suggested placement.

County Councillor Hale in his absence the Chair read an email from the County Councillor with an update on the following:

Longabout - The Vehicle Activated Signs have now been installed. Any feedback if anyone has observed the signs being activated – the understanding is that the sign on the north east bound circulatory of the Longabout i.e. traffic going towards Hatfield, should flash "SLOW DOWN" if a vehicle is exceeding the speed limit by more than 10mph.



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A414 Traffic lights – A meeting held with the relevant officers to get an update on the design work for the proposed traffic lights. The designs should be produced this financial year for installation in 2019/20, as planned. One aspect that the designers have to consider is the impact on the equestrian crossing. A request to any local horse owners to contact the County Councillor if they use the crossing.

Oaklands College – Puffin crossing - Approval for the installation of a puffin crossing (a pelican crossing with sensors to detect if there are pedestrians using the crossing) on Hatfield Road was given and the college's contractors are supposed to be installing it this autumn. The work did commence at the end of August and temporary traffic lights were in use. However, due to issues with how the work is being managed HCC have instructed the contractor to cease work until they are able to provide assurances that they will work in accordance with the agreed schedule. This primarily relates to days and hours of work so as to reduce the impact on local businesses and residents. Any concerns from local residents regarding this work can be taken directly to the County Councillor.

Ellenbrook Fields (Hatfield Aerodrome) - As previously reported, the application for a quarry on this site, which was approved by the County Council in January 2017, subject to a previous s.106 agreement being signed, has not yet been represented to the Development Control Committee at County Hall. There are a number of reasons for this. No potential date when it will be reconsidered has been notified.

Arlington are proposing plans for the development of the northern half of the proposed country park and are holding an exhibition at the Fielder Centre on 24 September. This is on land adjoining the parish in Hatfield.

- b) **District Councillor Brazier** – noted that the St Albans District Council Strategic Local Plan is now available for consultation. The Clerk confirmed a hard copy was available from the Highfield Park Trust Parish Office Monday, Wednesday, Friday 10am – 12.30pm. DC Brazier confirmed that he had spoken to planning officers and was keen to work on getting infrastructure in place prior to any agreements on planning.

The Chairman confirmed the pressures on the local area and mentioned the Stand Up for the Colneys group where CHPC and London Colney Parish Council were working together.

The cleaning of the vehicles affected by the spillage went well and the majority of vehicles affected were dealt with.

District Councillor Brazier agreed to receive the Welwyn Hatfield future planning applications and be made aware of any that he could review with regards his work on the gypsy and traveller applications in SADC.

County Councillor Gordon advised that London Colney Parish Council were dealing with a traveller incursion of ten caravans.

- c) **Police & Crime** – The Chair welcomed PCSO David Niven who gave an overview of his experience and how the parish is divided and covered with him being mostly Oaklands and Colney Heath with PCSO Abbie Proctor covering Highfield and Hill End.

- d) **Highfield Park Trust** No report and Cllr Barnes not in attendance.



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VACANCY OF PARISH COUNCILLOR

Applicant Iain Grant was invited to address the meeting and gave a brief introduction to himself and his experience. Members were invited to ask questions. It was agreed that members would hold a vote in closed session after debate.

134/18

PLANNING

LISTS, APPLICATIONS, RECOMMENDATIONS, REFUSALS & ENFORCEMENTS

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

- a) All applications listed on the agenda were noted and the following applications were referenced that no comments would be made – 5/2018/1998, 5/2018/1861, 5/2018/1904, 5/2018/1900, 5/2018/2029, 5/2018/2078, 5/2018/1935, 5/2018/1970, 5/2018/2304, 5/2018/2103.

Comments on the following applications were noted by members and final words on these applications was delegated to Cllr Nash:

5/2018/2006 – Object - Members concerned by loss of small business units and employment. Members would wish to retain the current access.

5/2018/1789 – Object - Members concerned about the number of signs on the Hatfield Road generally with real concern about the numbers of illuminated signs and concerns over road safety and distractions from these signs.

ACTION: Cllr Nash & Clerk

- b) It was agreed and resolved that the meetings to inform the parish of the consultation on the SADC and other SLP would be held in early October and the likely venues would be Colney Heath and Nicholas Breakspear Schools. This would come from the Neighbourhood Plan budget. Advertising would be by poster, website and social media.

ACTION: NPSG & Clerk

There was no date for the next NP Steering Group yet.

135/18

FINANCE, AUDIT & GOVERNANCE

FINANCE

- a) **Bank Statements/Reconciliation** – As the bank statements did not arrive in time to circulate prior to the meeting these papers were handed out. The bank statements were signed. The Clerk noted that the VAT had yet to come into the Precept account but that with this £71,937.64 remained of the Precept for 2018/19. Two questions came from the bank statements and these were concerning two entries who were the internal auditor and the contractor of Roestock Park MUGA.
- b) **BACS payments** along with associated invoices and authorisation sheets were signed and inspected by Cllr Hathaway and Cllr Devi. Cllr Devi would not sign the authorisation sheets. These were later signed by Cllr Cook. Payments were proposed by Cllr Nash and seconded by Cllr Ouzman. Payments numbered 123 – 139 (Clerk noted that payments were numbered incorrectly last month and that payment 122 was made on last run but not noted in minutes) the amount of £11,764.00 were authorised for BACS payment on Thursday 20th September 2018.



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- c) **Proposal from Village Hall Council** – Council noted and were pleased to receive a proposal from the Village Hall Council and it was agreed that this item would be discussed in closed session.

136/18

BUILDINGS & ASSETS

a) **High Street Pavilion**

The meeting with Colney Heath Football Club was confirmed for 28th November 2018.

b) **OAR Shelter**

This item would be combined on future updates until the meeting with the football club has been held.

c) **Roestock Park Hut**

Members noted with disappointment that a review was held with SADC without notification or involvement of the Parish Council. Due to matters to be discussed be commercially confidential and that legal advice had only been received very recently which had not yet been circulated to members it was agreed that this item be taken in closed session. Cllr Nash asked if there were statements made to the press that the Councillors were made aware by email. Cllr Ouzman asked how quickly a decision would be made – it was noted that both sides now had legal representation and the item would again appear on the October agenda, it was hoped that there would be some significant progress by the next meeting.

d) **Roestock MUGA**

Members agreed that the event be organised by the Environment Committee but that a date suitable to Cllr Crump and the resident who raised the money for the park be considered.

e) **Charles Morris Hall**

Permission requested for Annual Firework event – Clerk to ensure documentation and risk assessments etc received and permission was granted.

f) **Horseshoe Field**

No contact from Oaklands received but as college have now returned an email was expected.

g) **Gloucester Park**

Regular emails regarding the future of the land. An informal request this week from a resident regarding it being purchased by residents to extend their gardens. Clerk has requested and is awaiting a formal approach or proposal.

137/18

ENVIRONMENT COMMITTEE

It was noted that the next Environment Committee meeting would be held on Wednesday 19th September 2018 at 10am, in the Atrium of the Highfield Park Trust Visitor Centre.

RAEC



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138/18

PARISH ADMINISTRATION

- a) **Clerk Report** – listed are emails, correspondence and calls received
The Alban Park Office has now been closed and moved to Highfield Park Trust Visitor Centre with all delayed internet and phone issues resolved. The new office is open to the public Monday, Wednesday and Friday 10am – 12.30pm.
- b) **Correspondence Summary**
- Mayors Civic Service – Sunday 21st October 2018, Clerk will forward this invitation to Cllr Devi who has attended previously.
 - Issue with 40 ft trees in Coopers Gate this matter will be passed to the Environment Committee.
 - There has been a request for a meeting recording from July 2018.
 - Resident email regarding Item 136 on agenda.
 - New volunteer community bus driver completed training.
 - Reference issued for member of T Tots staff.
 - Issues with amount of rubbish being dumped in and around bins located in Colney Heath village requiring not just collection but also litter pick – incurring increased costs for those 3 bins.
 - St Albans DC SLA consultation documents delivered to HPT Office and available to be viewed by the public Monday, Wednesday and Friday 10am – 12.30pm.
 - Complaint from resident re: Roestock Park, rubbish, grass length, swing replacement, surface, apple throwing, teenager behaviour and language.
 - FOI draft response to resident – members would discuss the format of this in closed session.
 - Member email to Chair – to be circulated and discussed in closed session. Members would need to address questions and how would Council like to proceed with response?

139/18

ANY OTHER BUSINESS

Cllr Nash would like to know the date of any proposed Finance & Governance working party meeting. The Clerk confirmed that on his return the Chair of the Finance & Governance working party would be scheduling a meeting for October 2018.

Cllr Nash asked about the Parish Magazine and would like to ensure Council sees it before issue. Due to significant workload it was now anticipated that the newsletter would be sent out in November 2018.

Items for future agendas were noted.

140/18

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.

The session closed at 8.52pm and a comfort break was taken.

All members of the public left the meeting, however prior to leaving a member of the public approached the Chairman and Clerk angrily shouting about an item on the agenda.



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CLOSED SESSION - Commenced at 9.06pm

1. **Approval of closed session minutes – 16 August 2018**
2. **The Common and Associated Assets**
3. **Councillor Co-option vacancy** – members debated the experience of the candidate. All members unanimously **RESOLVED** voted and Iain Grant was duly co-opted to serve Hill End Ward on Colney Heath Parish Council.
4. **Freedom of Information Request**
5. **Member email**
6. **Village Hall Council**
7. **Roestock Hut**

Meeting ended at 23.15pm

Signed by Chairman Peter Cook –

Dated -

11/10/2018