



COLNEY HEATH PARISH COUNCIL

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

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 HIGHFIELD PARK VISITOR CENTRE, HILL END LANE, HIGHFIELD ON THURSDAY 16 AUGUST 2018 AT 7.30pm

PRESENT: Cllr P Cook (Chair), Cllr D Crump (Vice-Chair), Cllr M Nash, Cllr M Ouzman, Cllr K Barnes, Cllr C Hathaway, Cllr S Devi, Cllr R Solts, (one vacancy).

OFFICERS: L Chaplin (Clerk).

PUBLIC: County Councillor Hale.

The start of the meeting was delayed until 7.35pm due to technical and wifi connectivity issues.

115/18 APOLOGIES AND ANNOUNCEMENTS

Apologies have been received from County Councillor Gordon, District Councillor Brazier. It was also noted Sgt Mark Williams had sent their apologies as he was on Annual Leave. The Chair advised members that a closed session to this meeting was anticipated.

116/18 DECLARATIONS OF INTEREST

None declared.

117/18 QUESTIONS FROM THE PUBLIC

None

118/18 REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES

- a) **County Councillor Hale** reported on highway matters
A414 longabout vehicle activated signs installed.
Roestock Lane was due to have resurfacing works but a date was not noted.
Hatfield Road pavement works were due to commence next week. The drainage near the Smallford roundabout would be investigated.
The overhanging bushes near Colney Heath School had been cut back.
Pavement works were expected at Firwood Avenue.
The lorry spillage through Colney Heath village had resulted in a number of complaints and the issue was with the haulage company who were trying to rectify the situation. There were discussions concerning a location for the vehicle transporter to be placed locally to clean cars. Members had concerns about drainage of the waste water, members preference was Oaklands College as a location. Members thanked the Clerk for all efforts and quick action to support the public and limit the damage caused by the spillage. Cllr Solts raised the possibility of a disaster plan for the future. Members shared their concerns about the Agrivert site.
Roehyde site There has been no update
- b) **District Councillor Brazier** email received confirming he met St Albans District Council Chief Executive and legal team to discuss Roestock Park Scout Hut.
District Cllr Hale confirmed he was aware of an issue but had not been formally involved.



COLNEY HEATH PARISH COUNCIL

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

Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

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

119/18

MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

a) Minutes of 19 July 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 Barnes and seconded by Councillor Crump

b) Matters Arising

There were questions from members with regards and update on Roestock Park, the Village Hall, the Parish Councillor vacancy and the recent developer meetings, members were updated verbally on each matter raised.

120/18

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 – 5/2018/1637, 5/2018/1810, 5/2018/1988, 5/2018/1918, 5/2018/0851, 5/2018/1990.

Comments on the following application was agreed by members:

5/2018/1813 – not in principle against the proposal but members shared their concerns regarding the openness of the green belt and wished to ensure that any boundary fencing remained appropriate for the green belt.

ACTION: Clerk

121/18

BUILDINGS & ASSETS

No urgent matters raised

122/18

FINANCE, AUDIT & GOVERNANCE

FINANCE

- a) **Bank Statements/Reconciliation** – Cllr Solts again confirmed he had read only access to the Metro Bank app. The bank statements and bank reconciliation received no questions from members. Members were advised by the Clerk that the nominal ledger was available to be viewed.
- b) **BACS payments** along with associated invoices and authorisation sheets were signed and inspected by Cllr Hathaway and Cllr Solts. Payments were proposed by Cllr Crump and seconded by Cllr Barnes. Payments numbered 088 to 121 in the amount of £60,678.32 were authorised for BACS payment on Thursday 23rd August 2018.
- c) **Q1 Finance & EMR Report** – Paper 122c circulated to members contained the figures for Q1 for both income and expenditure there were 3 exceptions noted for potential overspends and a further detailed breakdown from the Omega system was also attached. The EMR report showed the amounts held and also committed funds. There were no member questions on the report.

123/18

ENVIRONMENT COMMITTEE

- a) Members requested to appendix item 20 and there was a clarification as to the allotments item number 3.

The Terms of reference for the Environment Committee were unanimously **RESOLVED** and would be added to the CHPC website.



COLNEY HEATH PARISH COUNCIL

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

Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

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

- b) Members received and noted the Environment Committee meeting minutes from 26th July 2018 and unanimously **RESOLVED** to place these on the CHPC website.

ACTION: Clerk

124/18

HR COMMITTEE

- a) Members received and noted the HR Committee Meeting minutes from 10th July 2018 and unanimously **RESOLVED** to place the redacted minutes on the CHPC website.

ACTION: Clerk

- b) Cllr Devi advised that she had received only the redacted minutes and not the full minutes, a full copy was requested, and this would be sent to the Cllr again by recorded delivery. It was noted that Cllrs Barnes and Solts returned their full copies for confidential disposal.

125/18

PARISH ADMINISTRATION

- a) **Clerk Report** – listed are emails, correspondence and calls received
- Over 100 emails and calls from various members of the public both complaining and reporting the spillage in Colney Heath village.
 - Draft letter to Grant Shapps MP regarding Fredericks Wood a copy of the letter and draft response was circulated members – a draft response required discussion and approval, due to the commercial nature of this correspondence it was proposed and agreed that this item would be discussed in a closed Council session
 - SADALC minutes available for all members in hard copy – for interest and for members to note
 - Members noted the recent FOI request from a resident. Clerk will summarise questions and outline response timetable with a draft response anticipated for the next meeting
 - Community Bus issues ongoing
 - Correspondence received from Soundtruck organising Committee> it was agreed that the Colney Heath Football Club meeting with Council is held prior to any discussions with the Soundtruck organising committee
 - Letter received from Colney Heath Football Club concerning dates for meeting and agenda items, dates to be circulated to relevant members and joint agenda agreed in advance of the meeting
 - Complaint from resident at Smallford re: Horseshoe Field, Japanese Knotweed being treated
 - Copy of 2nd response to resident regarding public rights and accounts for members interest
 - Members were advised of the Mayors Charity Wine Tasting evening 28th September 2018 7.30pm
- b) **Other administration matters**
- Members raised the Parish Christmas Lunch and would like to discuss this in more detail at the October meeting. The Clerk would note for this agenda.
 - It was confirmed that the Clerk met the Secretary of the Village Hall Council. An agreement had been reached to use the Community Room on 13th September for Full Council with a proposal to be sent to Council.
 - Cllr Hathaway raised Christmas Lights for 2018 and would like to investigate prior to bringing to Council. Cllrs Ouzman, Devi, Nash and Barnes would like to be



COLNEY HEATH PARISH COUNCIL

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

Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

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

involved in the provision of festive lights and trees and this would be put on the agenda for October.

ACTION: Clerk

126/18 ANY OTHER BUSINESS

None raised.

- 127/18 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.

There was a short comfort break from 8.58pm at this point County Cllr Hale left the meeting.

CLOSED SESSION - Commenced at 9.09pm

1. Registration of The Common –
2. Letter from MP regarding Fredericks Wood
3. Roestock Park & Hut
4. Legal Matters

Meeting ended at 10.04pm

Signed by Chairman Peter Cook -

Dated -

13/09/2018