



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

30 November 2018

To Members of the Parish Council,

Councillors, Peter Cook (Chair), Derrick Crump (Vice-Chair), Kevin Barnes, Susan Devi, Iain Grant, Cecilia Hathaway, Margaret Nash, Mark Ouzman and Russell Solts.

You are summoned to attend the next meeting of **Colney Heath Parish Council** that will be held at the Community Room, Colney Heath Village Hall, Colney Heath AL4 0NS on **Thursday 6th December 2018 at 7.30pm** your presence is summoned for transacting the business outlined below.

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.

**THE MEETING WILL BE
AUDIO RECORDED**

Lisa Chaplin LCGI (Hons) CPFA CiLCA
Clerk to Colney Heath Parish Council

AGENDA

Paper
No.

- | | | |
|---------------|--|----------------------------|
| 168/18 | APOLOGIES, ANNOUNCEMENTS
To receive and accept apologies for absence | |
| 169/18 | 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 | |
| 170/18 | 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 8 November 2018
b) To note urgent matters arising or raise matters from the matters arising/action report | 170a
170b |
| 171/18 | 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. Guidance on public participation available from parish offices. | |



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172/18

REPORTS FROM COUNTY, DISTRICT COUNCILLORS & EXTERNAL BODIES

To hear verbal reports or accept and note written reports, if provided from:

- County Councillors
- District Councillors
- Police and Crime
- Highfield Park Trust
- Village Hall Council

173/18

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

a) The Council have received and will discuss the following applications:

- 5/2018/2544 Roestock Gardens, AL4 0QJ
- 5/2018/2898 Tyttenhanger Green, AL4 0RN
- 5/2018/2914 Tyttenhanger Green, AL4 0RN
- 5/2018/2926 Oaklands Lane, AL4 0HS
- 5/2018/2953 Highfield Lane, AL4 0RH
- 5/2018/2961 Roestock Lane, AL4 0QP
- 5/2018/2963 Roestock Lane, AL4 0QP
- 5/2018/3063 Hatfield Road, AL4 0SX
- 5/2018/2719 Tollgate Road, AL4 0NZ
- 5/2018/2924 Station Road, AL4 0HA
- 5/2018/2983 Wistlea Crescent, AL4 0NL
- 5/2018/3112 Ellenbrook Park, Smallford
- 5/2018/2401 Charles Morris Hall, Tyttenhanger AL4 0RN
- 5/2018/3024 Cranbrook Drive, AL4 0SS

- To receive an update on Neighbourhood Plan, Strategic Local Plans' St Albans, Welwyn, Hertsmere and on joint meetings including with other parish councils.
- To discuss the Parish Council response to the Hertsmere 'Planning for Growth' Public Engagement

173a

174/18

FINANCE, PAYMENTS, AUDIT & GOVERNANCE

- To receive, accept and sign the bank statements and reconciliation
- To receive, check and approve BACS payments
- To note recommendations and minutes from Finance Committee held 21 November 2018
- To review, agree and finalise the draft budget for 2019/20
 - to include consideration of Christmas Tree/Lights 2019/20
- To review and accept draft documents:
 - CHPC Action Plan
 - Transparency Policy

174a

174b

174c

174d

174e

175/18

BUILDINGS & ASSETS

To review any urgent correspondence, verbal or written reports, to include

- High Street Pavilion & OAR Shelter
Verbal update on meeting held 28 November 2018



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- b) Roestock Park Hut
- c) Charles Morris Hall
- d) Horseshoe Field
- e) Gloucester Park
- f) The Common and associated assets

176/18

ENVIRONMENT COMMITTEE

To note actions and minutes from the Environment Committee meeting held 14 November 2018

176

177/18

PARISH ADMINISTRATION

- a) Clerk Report
 - correspondence to note
 - December pay date
- b) FOI draft
- c) Election briefing
 - to resolve the change of date of APM in May 2018
- d) HR & Staff Matters
 - Member emails of 27/10/18 & 13/11/18

177b

177c

177d

178/18

ANY OTHER BUSINESS

To receive any comments or questions from Councillors, deal with any urgent matters agreed by the Chair or to note matters to be placed on agenda for the next meeting. Items deferred for future agendas include:

January 2019

- Precept decision 2019/20
- Grant application form, process & timetable
- Governance Register Review
- Review Internal Audit report

February 2019

- Noticeboard Project Report
- Review Spring edition of Parish Newsletter
- Legal Matters Quarterly Update
- Q3 Financial Report review

179/18

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