



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
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

27th September 2019

To Members of the Parish Council,

Councillors, Kevin Barnes, Chris Brazier, Hilary Brazier, Peter Cook, Kate Slaughter & Russell Solts, (three vacancies in Colney Heath Ward).

You are summoned to attend the next meeting of **Colney Heath Parish Council** that will be held in the **Community Room, Colney Heath Village Hall, High Street, Colney Heath AL4 0NS** on **Thursday 3rd October 2019 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.

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

**THE MEETING WILL BE
AUDIO RECORDED BY
THE PARISH CLERK***

AGENDA

- 19/55 APOLOGIES, ANNOUNCEMENTS**
To receive and accept apologies for absence
- 19/56 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
- 19/57 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 Office
- 19/58 REPORTS FROM COUNTY & DISTRICT COUNCILLORS**
To hear verbal reports or accept and note written reports, if provided from:
a) County Councillors
b) District Councillors
- 19/59 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL**
To accept and sign the minutes of the Full Meeting of the Parish Council held on Thursday 5 September 2019



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19/60

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

- a) The Council have received and will discuss the following applications and appeals:
- | | |
|-------------|--|
| 5/2019/2227 | Cranbrook Drive AL4 0SR |
| 5/2019/2246 | Church Croft AL4 0GH |
| 5/2019/2271 | Firwood Avenue AL4 0TE |
| 5/2019/0955 | Radio Nurseries, Oaklands Lane AL4 0HS |
| 5/2019/2806 | Radio Casa, Oaklands Lane AL4 0HS |
| 5/2019/1957 | Wilkins Green Terrace, AL4 0HQ |
| 5/2019/2278 | Highfield Lane, Tyttenhanger AL4 0RH |
| 5/2019/2213 | Hill End Farm, Tyttenhanger, AL4 0RN |
| 5/2019/2264 | Hill End Farm, Tyttenhanger, AL4 0RN |
- b) Notification of hearing for application 5/2018/0048 Nuckies Farm
- c) To agree delegated authority for the NPPO working with the Clerk to submit CHPC supplementary comments with regards traffic analysis on the HCC Ellenbrook Fields Quarry application

FINANCE, AUDIT & GOVERNANCE

19/61

FINANCE

- a) To receive, check and approve invoices for BACS payments scheduled for payment 10 October 2019 and for Council to approve total expenditure
- b) To note and sign the bank statements of July and August 2019
- c) To note month 6 - Income & Expenditure report and ear marked reserves position

19/62

AUDIT

- a) To note CHPC external audit for 2018/19 by PKF Littlejohn LLP
- b) To note the CHPC Internal Audit Plan for 2019/20

19/63

GOVERNANCE

For Council to review, discuss and adopt the following:

- a) Recording meetings policies
- b) Dispensations procedure
- c) Guidance on the Declarations of interest at Meetings
- d) Training & Development Strategy and Policy
- e) To discuss renewal of CHPC insurance policy 2019

19/64

ENVIRONMENT WORKING PARTY

- a) To adopt terms of reference for the working party
- b) To note, discuss and resolve the following recommendations:
- To allocate funds to Gloucester Park for 2019/20
 - To review the future of Horseshoe Field and update on criminal damage
 - Scrub clearance quotes are to be obtained and up to £4k is allocated for works to be carried out prior to the bird nesting season.
 - To proceed with two interpretation boards for installation on CH Common at the quoted cost of £2k per board



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19/65

GRASS CUTTING CONTRACT 2020/21

At the request of the Environment Working Party to discuss the following two options:

- To renew the current providers contract for cutting season 2020/21 giving 12 months' notice that the Council will be retendering in 2021/22; or
- To proceed with a tendering process for 2020/21 grass cutting contract

19/66

PARISH ADMINISTRATION

CLERK REPORT

- a) To note the Clerk report
- b) To note the circulated report and agree the dates of the CHPC meetings for February - May 2020
- c) Remembrance Sunday 2019
- d) SADC Electoral Review

19/67

REPORTS FROM REPRESENTATIVES OF EXTERNAL BODIES

To receive a verbal or written update if available from

- a) Police & Crime Report and/or Police Liaison representatives
- b) Highfield Park Trust
- c) Tyttenhanger Quarry
- d) Twinning Association

19/68

LEGAL UPDATE

- a) To receive an update on negotiations regarding Fredericks Wood
- b) To receive an update on correspondence received regarding Roestock Hut
- c) To receive an update on the Adverse Possession claim of the Old Air Raid Shelter

19/69

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 press or public. No part of the meeting room is exempt from public filming unless the meeting resolves to go into exempt session.

You are kindly requested to inform the Chairman or Parish Clerk if you are or intend to record a meeting.

The Parish Council take no responsibility for any recordings taken by individual Councillors, the press or members of the public. The owners of recordings should be contacted directly should an individual wish to exercise their right to be forgotten from any privately held recordings.