



COLNEY HEATH PARISH COUNCIL

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6th January 2020

**RE: Freedom of Information Act 2000
Colney Heath Parish Council – Roestock Hut**

I am replying to you in response to your email dated 16th December received on 17th December 2019.

The asset named Roestock Hut formerly the Colney Heath Scout and Guide Hut is located in Roestock Park, Admirals Close and the Parish Council response to your questions on this asset are as follows:

1. All parish council minutes from 6th October 2011 to the draft minutes of December 2019 are accessible electronically online at the following link: <https://www.colneyheathparishcouncil.gov.uk/minutes/> Should you require copies of minutes prior to this date and up to November 1992 these can be requested and sent in hard copy with an approximate cost of £1.30 per copy (estimate of 10 pages per set) photocopying is currently charged at 13p per black and white sheet. Any other copies of minutes will be required to be accessed by visiting Hertfordshire County Council archives where a different price structure is charged by the County for photocopies.
2. The building reports for Roestock Hut such as a building survey, EPC certificate and asbestos survey can be found electronically at the following link: <https://www.colneyheathparishcouncil.gov.uk/transparency-code/>
3. Financial reports are available online in the form of an Annual Return or end of year Balance Sheet these are located electronically at the following link: <https://www.colneyheathparishcouncil.gov.uk/audit/>

I hope the links provided allows you to retrieve the information you require.

Yours sincerely,

**Lisa Chaplin LCGI (Hons) CPFA CiLCA
Clerk to the Council
For and on behalf of
Colney Heath Parish Council**