



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

18th September 2020

To Members of the Parish Council,

Councillors, Kevin Barnes, Chris Brazier, Hilary Brazier, Peter Cook, Judy Mulroney, Kate Slaughter, Russell Solts & Natalie West (one vacancy)

You are summoned to attend the meeting of **Colney Heath Parish Council** that will be held virtually via Zoom on **Thursday 24th September 2020 at 7pm**. 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. Papers required for the meeting are shown within the agenda via links to the Parish Council website. When you see the words 'use link' click on the underlined part of the agenda and you will be taken to the relevant document referenced or as background provided for that item. Hard copies of any documents can be requested from the parish offices.

To join the meeting please click on the link below or use the meeting ID and password. To join by telephone please call the Parish Office on 01727 825314 for details:

<https://us02web.zoom.us/j/86105537249?pwd=aWtDcFV2UWxSWIMzaTN0YjJjdi96Zz09>

Meeting ID – **861-0553-7249**

Password - **558399**

**PLEASE BE AWARE
THE MEETING WILL BE RECORDED
AND MAY BE LIVESTREAMED**

Lisa Chaplin LCGI PSLCC CPFA CiLCA
Clerk to Colney Heath Parish Council

*CHPC operates under General Power of Competence
since adopted 16 May 2019 ref: 19/20-11*

AGENDA

20/21-46 APOLOGIES & ANNOUNCEMENTS
To receive and accept apologies for absence

20/21-47 DECLARATIONS OF INTEREST
a) To receive declarations of interest from members regarding this agenda
b) Councillors to reaffirm that their registered declarations of interest are up to date as of this meeting and no amendments have been made since the last meeting of this Council. To view current declarations, use link - <https://www.colneyheathparishcouncil.gov.uk/councillors/>
c) To receive written requests for dispensations for declarable interests; and
d) To grant any requests for dispensation as appropriate



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20/21-48 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. For further guidance on public participation use link - <https://www.colneyheathparishcouncil.gov.uk/public-participation/>

20/21-49 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

To accept, amend if required and approve the minutes of the Full Meeting of the Parish Council held on Thursday 23 July 2020. To view the draft minutes for the meeting use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/08/CHPC-Minutes-23-July-2020-DRAFT-2.pdf>

20/21-50 PLANNING COMMITTEE

- a) To receive the minutes of the Planning Committee meetings held on 18 August and 10 September 2020 noting the comments and objections submitted on behalf of Council.

For 18 August minutes use link -

https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/08/Planning-Committee-Minutes-180820_draft.pdf

For 10 September minutes use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-DRAFT-Planning-Committee-Minutes-10092020.pdf>

- b) To note the joint Colney Heath and London Colney Parish Councils Neighbourhood Plan Steering Groups press release regarding Bowmans Garden Village and supplementary letter sent by Daisy Cooper MP.

Use link for press release

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/Joint-Press-Release-CHPC-LCPC-Sept-2020.pdf>

Use link for Herts Advertiser 17th September 2020

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/Herts-Ad-170920-Bowmans-PR.pdf>

Use link for Daisy Cooper MP letter

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/letter1065.pdf>

- c) To note the submitted comments on the Sandridge Neighbourhood Plan
To view submission sent 18th September 2020 use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-Response-to-Sandridge-NP-Consultation-September-2020.pdf>
- d) To note the Ellenbrook minerals application being discussed at Hertfordshire County Council Development Control Committee on 24 September 2020.
- e) To note any update from Local Plans of St Albans, Hertsmere, and Welwyn Hatfield Councils



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FINANCE, AUDIT & GOVERNANCE

20/21-51

FINANCE COMMITTEE

- a) To retrospectively approve Month 5 payments paid 28 August 2020 under delegated authority by the RFO, invoices confirmed as signed by two councillors for Month 5 payment schedule use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-Month-5-Payment-Schedule.pdf>

To approve payments for Month 6 to be paid by BACS 30 September 2020 and the monthly bank reconciliations – for Month 6 payment schedule use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-Payment-Schedule-Month-6-2020.pdf>

- b) To receive minutes of Finance & Governance Committee to access minutes 3 September 2020 use link

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-DRAFT-Finance-Governance-Committee-Minutes-03092020.pdf>

Council will note the actions within the minutes including:

- To accept and approve the Financial Management Risk Assessment 20/21 for a copy of the document use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/08/FG22a-Financial-Management-Risk-Assessment-2020-version-1.pdf>
- To confirm the decision to delay restarting operation of the Community Bus and confirm review date of this decision
- To confirm agreement of 12 October 2020 when written confirmation of the Scouts offer on remedial works to Roestock Hut be received
- To note the potential future action in recovery of costs with regards the Land Registry case on the Air Raid Shelter in Colney Heath
- To note future action as stated in recovery of costs with regards the eviction notice served by the Village Hall Council.
- To note the confirmed budget/Precept timetable for 21/22 – for a copy of the timetable use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/08/FG25b-CHPC-Budget-Precept-Timetable-21-22.pdf>
- To note the instructed actions with regards the potential land sale in Tyttenhanger Green

- c) To note an update on the fidelity claim and to discuss delegated authority to accept compensation of between £300-£500 from Zurich insurance company in respect of delays to investigation.

20/21-52

GRANT APPLICATIONS 20/21

To assess, agree and resolve grant awards for applications received for first round 20/21 – for a copy of the grant application report use link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/Item-52-Grant-Applications-report-September-2020.pdf>



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20/21-53 **LEGAL/LANDOWNER MATTER**

To discuss a request for additional footpath access to Roestock Park, for discussion and any instruction to Clerk use link

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/Land-West-of-Bullens-Green-Lane-Proposed-Footpath-Connection-Roestock-Park.pdf>

20/21-54 **ENVIRONMENT COMMITTEE**

To receive minutes of Environment Committee held 30 July 2020 for minutes use link

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-Environment-Minutes-30-July-2020-DRAFT-.pdf>

Council will note recommendations and consider approval of the following:

- To approve the request for £3,000 from ear marked reserve 342 to tree and hedge works in Tyttenhanger as detailed.

20/21-55 **HR COMMITTEE**

To receive minutes of HR Committee held 3 September 2020

for minutes use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/09/CHPC-DRAFT-HR-Committee-Minutes-3-September-2020.pdf>

Council will note instructions and actions as detailed within the minutes.

20/21-56 **PARISH ADMINISTRATION**

To note a verbal report from the Parish Clerk on the following:

- a) To receive an update on Freedom of Information requests.
- b) To receive an update on the Horseshoe Field report
- c) To receive an update on the Colney Heath Ward vacancy and to confirm the timetable for filling the vacancy.

20/21-57 **REPORTS FROM COUNTY, DISTRICT COUNCILLORS & OUTSIDE BODIES**

To note written reports received or receive verbal reports by exception and with the permission of the Chair and available time:

- a) District Councillors
- b) County Councillors
- c) Highfield Park Trust
- d) Police Liaison Group

20/21-58 **QUESTIONS FROM THE PUBLIC**

Time permitting members of the public may ask questions in respect of any of the business discussed during the meeting.

The Council may at any time 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.