



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

Summons issued – 16th October 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 22nd October 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/86254631941?pwd=RDczcitlTVluYWVvTVFHVWVqbVVvQT09>

Meeting ID – **862-5463-1941**

Password - **299699**

**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

- 20/21-59 APOLOGIES & ANNOUNCEMENTS**
To receive and accept apologies for absence
- 20/21-60 DECLARATIONS OF INTEREST**
- To receive declarations of interest from members regarding this agenda
 - 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/>
 - To receive written requests for dispensations for declarable interests; and
 - To grant any requests for dispensation as appropriate



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20/21-61 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/>

20/21-62 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 24 September 2020. To view the draft minutes being reviewed use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/CHPC-Minutes-24-September-2020-WEB.pdf>

20/21-63 PLANNING COMMITTEE

a) To receive the minutes of the Planning Committee meetings held on 28 September 2020 and 14 October 2020 noting the comments and objections submitted on behalf of Council.

For 28 September 2020 draft minutes use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/CHPC-Planning-Committee-Minutes-280920.pdf>

For 14 October 2020 draft minutes use link –

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/CHPC-DRAFT-Planning-Committee-Minutes-14102020.pdf>

To note any update from Local Plans of St Albans, Hertsmere, and Welwyn Hatfield Councils

b) To note Planning Committee meeting dates for remainder of 2020.

To view the Council Committee calendar use link -

<https://www.colneyheathparishcouncil.gov.uk/committee-list/>

FINANCE, AUDIT & GOVERNANCE

FINANCE

20/21-64

a) To approve payments for Month 7 to be paid by BACS 30 October 2020 and the monthly bank reconciliations – for Month 7 payment schedule use link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-64a-Payment-Sheet-Month-7-as-at-161020.pdf>

b) To review and agree the Grass Cutting Tender for 2021-2024

To view the draft tender use links –

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-64b-CHPC-Grass-Cutting-Contract-2020-DRAFT-October-2020.pdf>

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-64b-Appendix-Grass-Cutting-Contract-Common-Cutting-Map-2020.pdf>

c) To receive an update on the CHPC Fidelity Claim and to review further action for consideration



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20/21-65 GOVERNANCE

To review, amend and adopt the following policies:

- a) Noticeboard Usage Policy
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-65a-Parish-Noticeboards-Policy-DRAFT-October-2020.pdf>
- b) Privacy policy for the CHPC website
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-65b-CHPC-GDPR-Website-Privacy-Policy-REVIEW-October-2020.pdf>

20/21-66 LEGAL & LANDOWNER MATTERS

- a) To consider, as landowner the Council response to planning application 5/2020/1992. To view correspondence use link -
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-66a-Planning-Application-SADC-Letter.pdf>
- b) To receive a proposal to include a repair schedule for the building Roestock Hut. To view the correspondence use link -
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-66b-CHSG-Correspondence-and-Proposed-Schedule-of-Works-October-2020-1.pdf>
- c) Disclosure request by Colney Heath Village Hall Council
- d) To discuss request for a meeting with representatives of the claim in relation to the Lands Tribunal case of the Old Air Raid Shelter
- e) To note a report on the purchase costs of the land known as three Horseshoe Field/Oaklands Field - land title HD519567
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-66e-Horseshoe-Field-Report-October-2020-.pdf>

20/21-67 ENVIRONMENT COMMITTEE

- a) To receive minutes of Environment Committee held 8 October 2020 for minutes use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/CHPC-Environment-Minutes-8-October-2020-DRAFT .pdf>
- b) To review the recommended Colney Heath Nature Reserve By-laws and approve adoption to view the document please use link -
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/10/Item-67b-CHPC-Nature-Reserve-Byelaws-DRAFT-October-2020-.pdf>

20/21-68 PARISH ADMINISTRATION

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

- a) Councillor attendance at Remembrance Sunday events 2020.
- b) Notification of the Statutory Christmas Annual Leave dates for 2020/21
- c) To note update on correspondence, including return of external audit.



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20/21-69 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

20/21-70 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.