



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 – 20th November 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 26th November 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/82907283493?pwd=LzZqcXZOZURaTUQ4d0RZVHBUDGtqQT09>

Meeting ID – **829-0728-3493**

Password - **473815**

**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

20/21-71 APOLOGIES & ANNOUNCEMENTS

To receive and accept apologies for absence

20/21-72 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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20/21-73 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/>

20/21-74 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 22 October 2020. To view the draft minutes being reviewed use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-Minutes-22-October-2020-DRAFT.pdf>

20/21-75 PLANNING COMMITTEE

- a) To receive the minutes of the Planning Committee meetings held on 19 October 2020 and 10 November 2020 noting the comments and objections submitted on behalf of Council.

For draft minutes use links -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-DRAFT-Planning-Committee-Minutes-191020.pdf>

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-DRAFT-Planning-Committee-Minutes-101120.pdf>

- b) CHPC Neighbourhood Plan Steering Group update

To review the update use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-Neighbourhood-Plan-Nov-2020.pdf>

- c) To note any update from Local Plans of St Albans, Hertsmeire, and Welwyn Hatfield Councils

FINANCE, AUDIT & GOVERNANCE

20/21-76 FINANCE

- a) To approve payments for Month 8 (November 2020) to be paid by BACS 27 November 2020 and the monthly bank reconciliations – for Month 8 payment schedule use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-Payment-Schedule-Month-8-November-2020.pdf>

- b) To approve the Precept demand and budget 2021/22 taking into consideration the recommendation of the Finance & Governance Committee. To review version 2 of the proposed 20/21 budget use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-Budget-Proposal-Version-2-Full-Council-261120.xlsx>

- c) Request from Colney Heath Football Club regarding a third-party grant application.



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- d) To review, discuss and accept the actions and recommendations of the Finance & Governance Committee held 5 November 2020. To view the draft minutes being reviewed use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-DRAFT-Finance-Governance-Committee-Minutes-05112020.pdf>

- e) To discuss major repairs to the surface of Tyttenhanger play area

20/21-77

AUDIT

To note the completion and return of the external audit from PKF Littlejohn for the Financial Year 2019/20. To view the signed off documents use link -

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-External-Auditor-Report-and-Certificate-161120.pdf>

20/21-78

GOVERNANCE

To review, amend and adopt the following:

- a) Newsletter February 2020
b) Newsletter Advertising Policy to view the draft policy use link -
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2020/11/CHPC-Draft-Advertising-Policy-Nov-2020.pdf>

20/21-79

LEGAL & LANDOWNER MATTERS

To review, discuss action and issue instructions on the following matters:

- a) Colney Heath Village Hall Parish Office
b) Draft Consent Order Old Air Raid Shelter

20/21-80

PARISH ADMINISTRATION

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

- a) Pavilion Rent update
b) Office Closure Christmas and New Year 2020
c) Hertfordshire Schools Consultation 2022/23

20/21-81

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

20/21-82

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.