



# COLNEY HEATH PARISH COUNCIL

Highfield Park Office  
Highfield Park Visitor Centre  
Hill End Lane, St Albans  
Hertfordshire AL4 0RA  
Tel: 01727 825314 Email: [clerk@colneyheathparishcouncil.gov.uk](mailto:clerk@colneyheathparishcouncil.gov.uk)

Colney Heath Village Office  
83 High Street  
Colney Heath  
Hertfordshire AL4 0NS

**27th November 2020**

To Members of the Finance & Governance Committee,  
Councillors Hilary Brazier, Kate Slaughter, Peter Cook and Russell Solts (Chairman).

You are summoned to attend the **Finance & Governance Committee** meeting of **Colney Heath Parish Council** that will be held virtually via Zoom on **Thursday 3<sup>rd</sup> December 2020 at 7.45pm**. Your presence is summoned for transacting the business outlined below.

All documents required are linked within this agenda and held on the CHPC website at [www.colneyheathparishcouncil.gov.uk](http://www.colneyheathparishcouncil.gov.uk) unless otherwise stated.

The meeting is open to all councillors, the press and public. The public can join the meeting using the following link:

<https://us02web.zoom.us/j/86137313764?pwd=enVvM1JNUHJydGZXMzlvYmN1eTd1dz09>

Meeting ID – **861-3731-3764**

Password - **163842**

**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**

- FG-36 APOLOGIES & ANNOUNCEMENTS**  
To receive and accept apologies for absence
- FG-37 DECLARATIONS OF INTEREST**  
a) To note any declarations of interest update to changes since the last Committee/Council meeting.  
b) To note any declarations of interest raised in matters specifically on this agenda
- FG-38 QUESTIONS FROM THE PUBLIC**  
Members of the public may make representation, ask questions, or give evidence in respect of the business on the agenda or of this Committee for a maximum per item of 3 minutes.



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**FG-39**

## **MINUTES OF PREVIOUS MEETING 5 NOVEMBER**

To confirm the minutes presented to Full Council 22 October where all actions were approved item 64d. Link to minutes below:

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

**FG-40**

## **LEGAL & LANDOWNER MATTERS**

### **a) Roestock Hut**

To discuss any correspondence received to letter sent 20<sup>th</sup> November requesting clarification of matters and agree on further recommendation to Council

### **b) Colney Heath Recreation Ground & Pavilion, Colney Heath**

To discuss progress to date and timeline of agreement for heads of terms. Discussion to include proposed changes to the process of reviewing and agreeing future lease terms within this Committee given the lack of quorum. Proposal to form a sub-committee appropriately delegated to make recommendations or directly by Full Council.

### **c) Adverse Land Possession Claim**

To discuss progress to date and timeline for delegated action instructed by Council 26<sup>th</sup> November 2020.

### **d) Village Hall Parish Office**

To discuss progress to date and timeline for action as instructed by Council 26<sup>th</sup> November 2020.

### **e) Highfield Park Office**

To confirm arrangements future lease requirements current lease expires July 2021.

### **f) Expressions of Interest (EOI)**

- To consider a business proposal received to reinstate allotments within Gloucester Park
- To consider drafting an EOI for the following parcels of land:
  - Gloucester Park, Hill End Lane
  - Horseshoe Field, Smallford

### **g) Charles Morris Hall land strip and other matters**

To discuss land strip and matters raised by CMH committee in relation to the land registration and lease

### **h) Parish Land and Asset Registration**

An update on current land registration matters outstanding and currently in progress not previously mentioned above.

### **i) Fidelity Claim update**

To receive any update on progress to date or future arrangements



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### FG-41 RFO REPORT

To note papers if available and verbal reports on the following matters:

- a) To discuss the approval of a further card reader and pin number order from Nat West bank.
- b) To discuss the invoice approval system from January 2021
- c) To review and approve the RFO request to open a Unity bank account in replacement of the Nat West Current account.
- d) Internet in Highfield Parish Office

### FG-42 QUESTIONS FROM THE PUBLIC

Time allowing and at the Chairman's discretion, members of the public may make representation or ask questions in respect of the business having been discussed by this Committee for a maximum per item of 3 minutes.

Due to the nature of the items to be discussed the Committee may, at any time resolve under the Public Bodies (Admission to Meetings) Act 1960, that 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.