



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 – 19th February 2021

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 25th February 2021 at 7.30.30pm**. 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/86806226601?pwd=bDIKZDFodHc0ajBUcTZiWnJFUDcydz09>

Meeting ID – **868-0622-6601**

Password – **CHPCFEB25**

**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

20/21-106 APOLOGIES & ANNOUNCEMENTS

To receive and accept apologies for absence

20/21-107 DECLARATIONS OF INTEREST

- a) To receive declarations of interest from members regarding this agenda – guidance for councillors
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Dec-of-interest-Flowchart-Feb-2021.pdf>
- b) Councillors to reaffirm that their registered declarations of interest are up to date as of this meeting. 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



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

20/21-108 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/>

20/21-109 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 21 January 2021. To view the draft minutes being reviewed use link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/01/DRAFT-CHPC-Minutes-21-January-2021-docx.pdf>

20/21-110 PLANNING COMMITTEE

a) To receive the minutes of the Planning Committee meetings held on 19 January 2021, 25 January 2021 and 10 February 2021 noting comments and objections submitted on behalf of Council.

For draft minutes use links –

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/01/CHPC-DRAFT-Planning-Committee-Minutes-190121.pdf>

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Planning-Committee-Minutes-250121.pdf>

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Planning-Committee-Minutes-100221-draft.pdf>

b) To review and adopt Pre-Application Protocol

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Pre-Application-Protocol.pdf>

c) To note any updates on planning matters from - St Albans, Hertsmere, and Welwyn Hatfield Councils

FINANCE, AUDIT & GOVERNANCE

20/21-111 FINANCE

a) To approve payments for Month 11 (February 2021) to be paid by BACS 26 February 2021 and the monthly bank reconciliations – for Month 11 payment schedule use link –

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/Payment-Schedule-Month-11.pdf>

b) To receive and note the actions and recommendations of the Finance & Governance Committee meeting held 4 February 2021

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Finance-Governance-Committee-Minutes-040221-1.pdf>

c) To approve budget and ear marked reserve funding approval for installation of heigh restrictor and new gate at Tyttenhanger accessway



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

- d) To review draft budget leaflet 2021/22 and review distribution
- e) To accept recommendations of the Finance and Governance & Environment Committee and confirm successful tender for Grass Cutting Contract 2021.
- f) To review the motion to award an honorarium to the Neighbourhood Plan Project Officer for 2020/21.

20/21-112 ENVIRONMENT COMMITTEE

To receive the minutes and note the actions and recommendations of the Environment Committee meeting held 28 January 2021

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Environment-Minutes-28-January-2021-DRAFT .pdf>

20/21-113 LEGAL & LANDOWNER MATTERS

To review updates/actions on the following:

- a) To confirm receipt of fidelity monies and date for fidelity working group meeting to review reporting and expenditure of funds
- b) To review correspondence and information received regarding Lands Tribunal case relating to the Old Air Raid Shelter
- c) To note correspondence received regarding County Court money claim
- d) To note a request from CHFC regarding using recreation ground as vaccination centre

20/21-114 HR COMMITTEE

- a) To receive the minutes and note the actions and recommendations of the HR Committee meeting held 4 February 2021.

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/REDACTED-HR-Committee-Minutes-4-February-2021.pdf>

- b) To review the recommendation to recognise the qualification achieved by the Clerk/RFO

20/21-115 PARISH ADMINISTRATION

To note a verbal report from the Parish Clerk and to review decisions/actions on the following matters:

- a) To discuss delegated authority for the Clerk to send a letter to local MPs on urging them to extend virtual meeting legislation

20/21-115 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) County Councillors
- b) District Councillors
- c) Highfield Park Trust
- d) Police Liaison Group



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

20/21-116 QUESTIONS FROM THE PUBLIC

Time permitting members of the public may ask questions in respect of any of the business discussed during the meeting or for future discussion and debate.

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.