



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
Hill End Lane
St Albans
Hertfordshire AL4 0RA

Tel: 01727 825314 Email: clerk@colneyheathparishcouncil.gov.uk

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

Summons issued – 16th April 2021

To Members of the Parish Council,

Councillors, Kevin Barnes, Hilary Brazier, Peter Cook, Judy Mulroney, Kate Slaughter, Russell Solts & Natalie West (two vacancies)

You are summoned to attend the meeting of **Colney Heath Parish Council** that will be held virtually via Zoom on **Thursday 22nd April 2021 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/87186546213?pwd=TUVyRWdVcFdVNzFkM3ZtMFVDT3c3Zz09>

Meeting ID – **871-8654-6213**

Password – **244101**

**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

20/21-136 APOLOGIES & ANNOUNCEMENTS

To receive and accept apologies for absence

20/21-137 DECLARATIONS OF INTEREST

- To receive declarations of interest from members regarding this agenda – guidance for councillors can be viewed at the following link:
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/02/CHPC-Dec-of-interest-Flowchart-Feb-2021.pdf>
- 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/>
- To receive written requests for dispensations for declarable interests; and
- 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

20/21-138 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/>

20/21-139 MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

To note that the previous meeting minutes were approved by the Full Council meeting held 25th March 2021. The minutes can be viewed by using this link- <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/DRAFT-CHPC-Minutes-25-March-2021-redacted-for-web.pdf>

20/21-140 PLANNING COMMITTEE

- a) To receive the minutes of the Planning Committee meetings held on 22 March 2021 and 12 April 2021 noting comments and objections submitted on behalf of Council. For draft minutes use link below –
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/03/CHPC-Planning-Committee-Minutes-220321.pdf>
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/CHPC-Planning-Committee-Minutes-120421.pdf>
- b) To note any updates on planning matters from - St Albans, Hertsmere, and Welwyn Hatfield Councils including appeals and inquiries.

FINANCE, AUDIT & GOVERNANCE

20/21-141 FINANCE

- a) To retrospectively approve payments as delegated to the Clerk. To review payments, see link -
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Retrospective-Payment-Sheet-YE-March-2021.pdf>
- b) To approve payments for Month 1 (April 2021) to be paid by BACS 30 April 2021 and the monthly bank reconciliations. For Month 1 payment schedule use link –
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Payment-Sheet-Month-1.pdf>
- c) To review and approve the Community Grant policy, application form and timetable for 2021/22 the documents can be viewed on the links below:
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/CHPC-Grant-Awarding-Policy-2021.pdf>
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/CHPC-Grant-Application-Form-2021.pdf>
- d) To confirm resolutions required to submit the Council application for the Local Councils Foundation Award
<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Local-Council-Award-April-2021.pdf>



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

- e) To note the proposal to change the logo of the Colney Heath Parish Council to view the proposal reports and suggested logo please use this link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Item-141e-Proposed-Logo-Change-CHPC-April-2021-1-1.pdf>

20/21-142 CLIMATE EMERGENCY

To do declare a climate emergency, review the policy, and delegate a future action plan to the Environment Committee.

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Climate-Emergency-Policy-Draft-April-2021-.pdf>

20/21-143 RETURN TO FACE-TO-FACE MEETINGS

To review the Proper Officer report on options with regards the end of legislation to allow virtual meetings from 7th May 2021 to view the report use this link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/F2F-Meetings-Report-1-1.pdf>

20/21-144 LEGAL & LANDOWNER MATTERS

Summary report of issued discussed - to view the report including list of issues raised and recommendations made please view link here –

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Item-144-Leases-and-Assets-WP-Recommendations-22-April-2021.pdf>

To review, note update or resolve actions on the following:

- a) To receive an update on the working party meeting held to discuss Leases and Assets of the Parish Council to include resolution on the following recommended motions:

Expressions Interest in Parish owned land

- i. To proceed with land valuation on both parcels at Smallford and Hill Lane.
- ii. The evaluation criteria for both bids received and any future bids To be agreed after valuations.
- iii. Council to confirm that any sales or lease complies with the appropriate legislation.
- iv. Council to confirm that there will be a Parish wide consultation on the options for both sites.

Roestock Park

- i. The works as listed are carried out prior to the building being checked for legal compliance and before any occupation approved.
- ii. Works listed are considered to exceed £100,000 and the Clerk to be instructed to arrange a meeting with the Scout Association to review way forward.
- iii. To instruct the Clerk to commence obtaining quotes for the refurbishment of the building.

Colney Heath Recreation Ground and Pavilion Lease

- i. To instruct the Clerk to correspond with the Football Club on matters raised by the working party and included in the report as circulated



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

- b) To receive an update on the settlement offer proposed to the applicants in the Land Registry case relating to the Old Air Raid Shelter
- c) To delegate authority to the Clerk to proceed with the Lands Tribunal case relating to the Old Air Raid Shelter
- d) To confirm response to correspondence received regarding Tyttenhanger Accessway *confidential circulation*

20/21-145 **PARISH COUNCIL - COMMUNITY EVENTS**

To review, note or to make recommendations on the following:

- a) 23rd May - 6th June 2021 Sustainability Events 2021
- b) 6th June 2021 The Great British Spring Clean
- c) 30th May 2021 Beating the Bounds
- d) 17th April 2022 Colney Heath Parish Council 75th Anniversary
- e) 2nd – 5th June 2022 Queens Platinum Jubilee

20/21-146 **PARISH ADMINISTRATION**

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

- a) To note the report on submission of road names to view the parameters please view the report at this link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/04/Item-146a-Road-Name-Submissions-April-2021-.pdf>
- b) To review the request for a further noticeboard to be installed in Smallford
- c) To note any matters for report since the issue of this agenda – these items will be for information only and no decisions other than to agenda an item for future discussion may be made.

20/21-147 **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

20/21-148 **QUESTIONS FROM THE PUBLIC**

Time permitting members of the public may ask questions in respect of any of the business discussed or for future items to be raised for future 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.