



COLNEY HEATH PARISH COUNCIL

Highfield Park Office
Highfield Park Visitor Centre
Hill End Lane
St Albans AL4 0RA

Village Office
83 High Street
Colney Heath
Hertfordshire AL4 0NS

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

MINUTES OF THE COLNEY HEATH PARISH COUNCIL MEETING HELD VIRTUALLY

THURSDAY 21 JANUARY 2021, 7pm

Members in attendance

Cllr K Barnes (Highfield Ward)	Cllr K Slaughter (Colney Heath Ward)
Cllr C Brazier (Highfield Ward)	Cllr R Solts (Highfield Ward)
Cllr H Brazier (Hill End Ward)	Cllr N West (Colney Heath Ward)
Cllr P Cook (Chairman) (Highfield Ward)	Clerk of the Council, Ms. L. Chaplin
Cllr J Mulroney (Colney Heath Ward)	

Due to the nature of the virtual meetings, it is noted that members of the public may join and leave without notice so only Councillors leaving and joining the meeting will be documented.

Other attendees

County Councillor Dreda Gordon and 9 members of the public.

20/21-96

APOLOGIES & ANNOUNCEMENTS

There were no apologies required.

Announcement regarding the refusal of Roundhouse Farm application for 100 homes in Bullens Green Lane at SADC Planning Referrals and thanks to the Neighbourhood Plan Project Officer for his work on the response and background papers. It was noted the applicant has appealed the case to the SoS HCL

20/21-97

DECLARATIONS OF INTEREST

- Nothing in advance raised with the Clerk.
- All councillors in attendance confirmed by a show of hands that the published declarations were correct and up to date.
- None received or noted
- None received or noted

20/21-98

QUESTIONS FROM THE PUBLIC

7.04pm Standing Orders were suspended so members of the public could ask questions/make statements to the Council. All attendees were unmuted, and the Chairman asked for any questions.

There were none.

7.05pm Standing Orders were resumed.

20/21-99

MINUTES OF PREVIOUS MEETINGS OF THE PARISH COUNCIL

Minutes of 17 December 2020 – The meeting minutes were taken as read and noted. The Chairman asked for any comments as to their accuracy, there were none. The minutes were duly proposed, seconded, and unanimously **RESOLVED** by a show of hands to be a true and accurate reflection of the meeting. The minutes would be signed by the Chairman Cllr Cook and posted on the website as soon as practicable.

20/21-100

PLANNING

a) Planning Committee Minutes

The minutes of the Planning Committee for 14 December 2020 and 7 January 2021 were taken as read, noted, and approved with no changes.

b) Update on Local Plans from neighbouring councils

Councillors were reminded of the stage 1 consultation on the St Albans Local Plan which was available on the website at www.colneyheathparishcouncil.gov.uk the deadline for responses is Wednesday 27th January 2021.



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FINANCE, AUDIT & GOVERNANCE

20/21-101

FINANCE

a) Approval for BACS payments scheduled for Month 10 (January 2021)

The payment schedule circulated with the agenda and the signed version circulated earlier today was noted. Members were asked for any questions. There were no questions on the payment schedule. The amount of £3,977.45 was duly proposed, seconded, and **RESOLVED** by a show of hands. It was noted the bank reconciliations were also signed when approving the invoices for Month 10 by Cllr Solts and Cllr Mulroney. It was noted that the wages for January were not yet run so these would be approved retrospectively at next Council meeting.

b) Grant Applications – 2nd round 2020/21

The grant application report was noted as circulated with the agenda. No powers are noted within these minutes due to the Council continuing to hold General Power of Competence, therefore the following grants are issued on this legal basis. The following applications were discussed at length! and decisions on awards in the second round 20/21 were as follows:

1. HIGHFIELD PARK TRUST

The application in the amount of £965 to encourage recycling within and around the Trust by installation of two new bins.

Grant amount awarded by this Parish Council - £965

2. EARTHWORKS

The application in the amount of £1,000 as a contribution to running costs which includes insurance, rent, admin, gardening, and growing supplies.

Grant amount awarded by this Parish Council - £1,000 this award was subject to agreement and confirmation of the equipment to be purchased

3. SMALLFORD STATION & ALBAN WAY HERITAGE SOCIETY

The application in the amount of £1,000 to contribute to Part 1 improvements to the station environment a wider project costing in total £2,689.

Grant amount awarded by this Parish Council - £1,000

4. 4COLNEYHEATH RESIDENTS ASSOCIATION

The application in the amount of £375 to the annual production cost of a newsletter to be issued to the residents of Colney Heath Village and Smallford.

This application was not accompanied by accounts as the organisation started Nov 2020. The bank account for this organisation only has one signatory due to issues with opening accounts re: COVID

Grant amount awarded by this Parish Council - £125 this award was subject to confirmation of a bank account having been set up with two signatories

c) To note Grass cutting tenders received and agree delegation to Finance & Governance Committee 4 February 2021

It was confirmed that two tenders had been received, the cutting prices would be reviewed by the Environment Committee and recommendation made and the tenders in full would be reviewed in detail by the Finance and Governance Committee with a recommendation for appointment to Full Council for 25 February 2021. The



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Payments Approved for BACS – 22nd January 2021 (Month 10)

Ref. No	Payment To	£ inc. VAT
PL101	KG Tree Care - Felling & Clearing Ash Tree @ Park Lane	£ 980.00
PL102	KG Tree Care- Felling/Clearing Willow Trees @ CHeath Common	£ 480.00
PL103	FCBS - Delivery of Black Toner	£ 9.60
PL104	Hardcastle Blake - Payroll Admin Q3 2020/21	£ 133.20
PL105	Lexis Nexis - Local Council - CAB 12th Edition	£ 119.99
PL106	People Safe - Safety Alarm for Common Ranger	£ 79.20
PL107	Parish Online - Online Mapping Service	£ 288.00
PL108	Debenhams Ottaway - Re: Adverse Possession OAS	£ 396.00
PL109	Microshade Business Ltd - Hosted Application Service	£ 70.20
PL110	Knight Frank LLP - Land Mapping	£ 120.00
PL111	Visionict - Hosted Email Accounts March 2021-February 2022	£ 43.20
PL112	TBS Hygiene - Dog Waste Collection - December 2020	£ 257.04
PL113	TBS Hygiene - Litter Bin Collection - December 2020	£ 295.20
PL114	FCBS - Quarterly Photocopying	£ 119.53
PL115	London Green Belt Council - Annual Subscription 2021/22	£ 25.00
PL116	Re-set Visitor Information Board Sign - vandalised	£ 45.00
PL117	Highfield Park Trust - Electricity - December	£ 42.87
PL118	Herts Full stop - Stationery	£ 7.73
PL119	CP Associates Re: CHFC Lease	£ 141.00
PL120	SLCC - Virtual Practitioners Conference – 23-25 February 2021	£ 90.00
Direct Debits		
DD	Bank Charges	£ 17.75
DD	Jola	£ 60.18
DD	9 group	£ 90.14
DD	E-on Recreational lighting 01/10/2020-31/12/2020	£ 66.62
CHPC Income		
Date	Received from	Amount
24 Dec	Salvation Army Clothing Bank	8.55
04 Jan	Colney Heath Football Club – Rent 2021	500.00
21 Jan	Rural Payments Agency – HL Stewardship	3,173.37

20/21-102

LEGAL & LANDOWNER MATTERS

a) Commercial settlement – fidelity claim

Cllr Solts reported on the ongoing negotiations into the fidelity claim which commenced in 2017. It was reported that the risk assessor on behalf of the insurance company had offered a commercial settlement payment of £45,900 (£46,000 less £100 excess) to be paid to the Council in settlement of the ongoing claim. It was made clear to the Council that this was without prejudice to liability and does not set a precedent in relation to the policy requirements in relation to fidelity guarantee claims.

It was duly proposed, seconded, and unanimously **RESOLVED** by a show of hands that Council accept the offer made.

b) Adverse Land Possession Case tribunal correspondence

Council were informed that the tribunal had requested a further update on negotiations, as there had been no further response since mid-December with



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	case. Council evidence bundles are in process and would be ready within in 3-4 weeks. It was noted that on the advice of the Council's solicitors the Clerk could present the matter to the Tribunal if required a decision on a barrister was pending. d not engaged a barrister
20/21-103	PARISH ADMINISTRATION To note a verbal report from the Parish Clerk and to discuss/note the following: Reintroduction of the Community Bus provision After discussion it was duly proposed, seconded, and unanimously RESOLVED by a show of hands that the community bus be further suspended until such time as it can be safely recommenced with the safety of passengers and volunteers provided for. Review of virtual meetings for remainder of Council year – May 2021 After discussion it was duly proposed, seconded, and unanimously RESOLVED by a show of hands that all council and committee meetings would continue to be held virtually. This would be reviewed at the Annual Parish Meeting being held this year on Thursday 13th May 2021. It was suggested then it was duly proposed, seconded, and unanimously RESOLVED by a show of hands to hold the Annual Parish Electorate meeting virtually on Thursday 29th April which would be after the last PC meeting and before the election. Mini Community Library in Colney Heath Village After discussion it was agreed that due to the difficulties in installation of the already built mini-library Cllr West and Cllr Slaughter would review and attempt to locate an alternative location and return this item back to Council at a later date. Charles Morris Hall correspondence The correspondence sent to all councillors was noted and agreed to be delegated for initial discussion and instruction by the Finance & Governance Committee. Colney Heath Village Hall Council The correspondence received was noted. This matter was reported to now be part of a legal money claim process commenced in December after instruction of Council. Other relevant matters raised by the Clerk verbal report - Waste Planning consultation received to be circulated to all councillors - Conservation Area Character Statement for Sleapshyde would be circulated to all councillors - Next Planning Committee scheduled for Monday 25th January 2021 - Next Finance & Governance Committee meeting scheduled for Thursday 4th February 2021 - HR Committee meeting scheduled for Thursday 4th February 2021 - Next Council meeting will be Thursday 25th February 2021. <i>7.53pm Standing orders were suspended</i>
20/21-104	REPORTS FROM COUNTY, DISTRICT & OUTSIDE BODIES District Councillors District Cllr C Brazier spoke about the refusal for 100 homes in Colney Heath and that Batchwood Hall now in full swing as a COVID-19 vaccine centre,



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	b) County Councillors County Councillor Dreda Gordon reported on Herts County Council budgeting strains especially in adult social care, COVID-19 pressures especially in care homes where deaths remained high, highways priorities and climate change plus incidents of flooding and attempts to reduce drain flooding. Speed and volume studies carried out but urged Parish Council to continue to report and also to promote 20mph zones. Apologies and a report received from County Cllr Hale was circulated, report covered similar matters to Councillor Gordon but also included reporting HGV incidents in Colney Heath Village to the Police using the Echo system. c) Highfield Park Trust Update from Cllr Barnes on matters relating to the Trust including some events coming soon for the Trust 25th anniversary. Keep eyes peeled for information. An exhibition for the St Albans Museum is also being planned. d) Police Liaison Group Nothing to report.
20/21-105	QUESTIONS FROM THE PUBLIC <i>All attendees were unmuted, and the Chairman asked for any questions.</i> A resident raised that when opening the Neighbourhood Plan consultation document, it was not formatting correctly, could this be checked. Same resident also requested an update on the Roestock Hut which was confirmed. A resident offered further assistance on a matter already delegated in the agenda. The Chairman of the Finance & Governance committee noted the offer. <i>8.14pm Standing Orders were resumed.</i> The Chairman thanked all for their attendance and closed the meeting at 8.16pm

Meeting closed at 8.16pm

L Chaplin LCGI PSLCC CPFA CiLCA

Clerk to the Council

Drafted 25/01/2021

Signed by

Chairman, Councillor Peter Cook

Approved by Council 25 February 2021