



## COLNEY HEATH PARISH COUNCIL

Highfield Park Office  
Highfield Park Visitor Centre  
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](mailto:clerk@colneyheathparishcouncil.gov.uk)

**Summons issued – 2<sup>nd</sup> July 2021**

To Members of the HR Committee,

Councillors Peter Cook, Judy Mulrone, and Russell Solts (Chairman).

You are summoned to attend the **HR Committee** meeting of **Colney Heath Parish Council** that will be held in the Main Hall, Colney Heath School, High Street AL4 0NP on **Thursday 8<sup>th</sup> July 2021 at 7.30pm**. Your presence is summoned for transacting the business outlined below.

The meeting is open to all councillors, the press and public unless the Council do otherwise **RESOLVE** to enter private session where members of the public & press are excluded.

Social distancing measures will be strictly adhered to. All those attending will be required to provide their contact details for track and purposes. Public admission will be on a first come first served basis and due to the venue limit please be aware that once the venue reaches capacity there will be no further admittance. Any restrictions on capacity are constantly under review. The Council apologise for any inconvenience caused as a result and thank you in advance for your co-operation.

**PLEASE BE AWARE  
THE MEETING MAY BE RECORDED  
BY THIRD PARTIES**

**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

- 21/22 HR-01 APOLOGIES & ANNOUNCEMENTS**  
To receive and accept apologies for absence
- 21/22 HR-02 DECLARATIONS OF INTEREST**  
a) To confirm no changes since the last Council/Committee meeting  
b) To review and note any declarations of interest
- 21/22 HR-03 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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**21/22 HR-04**

### **MINUTES OF THE PREVIOUS HR COMMITTEE MEETING**

To confirm the minutes of the meeting 3 December which were presented to Full Council (17/12/2020) with all recommendations approved.

<https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/03/REDACTED-HR-Committee-Minutes-4-February-2021.pdf>

**21/22 HR-05**

### **CLERK REPORT ON STAFF MATTERS**

To receive a verbal report from the Clerk to include staffing matters which the Clerk would like noted or recorded formally with the HR Committee

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.