

COLNEY HEATH PARISH COUNCIL

- ✉ **Postal Address:** Highfield Park Visitor Centre, Hill End Lane AL4 0RA
☎ **Telephone:** (01727) 825 314
💻 **Website:** <https://colneyheathparishcouncil.gov.uk>
✉ **E-mail:** clerk@colneyheathparishcouncil.gov.uk



Summons issued – 10th December 2021

To Members of the Parish Council,

Councillors, Kevin Barnes, Hilary Brazier, Tony Burns, Peter Cook, Jane Llewelin, Judy Mulrone, Graeme Shaw, Kate Slaughter, Russell Solts.

You are advised that the National Association of Local Councils (NALC) has issued the following guidance - *From Monday 13 December, those who can be advised to work from home. We already advise that clerks and staff can attend council meetings remotely. **The Plan B guidance does not bring back the ability to hold remote meetings. We therefore suggest that councils consider not meeting in December.***

You are therefore summoned to attend the meeting of **Colney Heath Parish Council** that will be held in the Main Hall, Colney Heath School, High Street AL4 0NP on **Thursday 16th December 2021 at 7.30pm**. Your presence is summoned for transacting the urgent business as outlined on this shortened agenda.

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 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 this will open the relevant background provided. Papers can also be viewed as a numbered list under the meeting date at the following link - <https://www.colneyheathparishcouncil.gov.uk/full-council-meeting-papers/>

All attendees will be required to wear a mask to attend this meeting. All windows and doors will remain open throughout, so you are advised to dress warmly as it is likely to be cold during the meeting.

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

**PLEASE BE AWARE
THIS MEETING WILL BE RECORDED
BY THE COUNCIL AND POSSIBLY
THIRD PARTIES**



AGENDA

- 21/22-66 APOLOGIES & ANNOUNCEMENTS**
To receive and accept apologies for absence

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21/22-67 **DECLARATIONS OF INTEREST**

- a) 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>
- b) Councillors to reaffirm that their registered declarations of interest are up to date as of this meeting.
- c) To receive written requests for dispensations for declarable interests; and
- d) To grant any requests for dispensation as appropriate

21/22-68 **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/>

21/22-69 **MINUTES OF PREVIOUS MEETING OF THE PARISH COUNCIL**

To note and approve meeting minutes for the Council meeting held 21st October 2021. To view the minutes, use this link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/11/DRAFT-CHPC-Minutes-21-October-2021.pdf>

FINANCE, AUDIT & GOVERNANCE

21/22-70 **FINANCE**

To approve payments for Month 9 (December 2021) payments to be made by BACS 21 December 2021. To view draft Month 9 payment schedule use link – <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/12/CHPC-Payment-Sheet-Month-9-December-21.pdf>

21/22-71 **COMMUNITY SURVEY**

To review and approve the 3rd version of the community survey and delegate authority to the Clerk to proceed with the issue of the community survey in line with the timetable from the contractor, to view the draft questions and timetable use link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/11/Item-73-CHPC-Draft-Public-Consultation-Survey-v.3.pdf>

21/22-72 **CONTINGENCY PLAN FOR PARISH COUNCIL OPERATION IN THE EVENT OF A NATIONAL LOCKDOWN**

To review, amend as necessary and adopt an updated scheme of delegation. To view the report for this item, use the following link - <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2021/12/Item-72-Report-Delegation-in-the-event-of-a-National-Lockdown-1.pdf>

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.