

COLNEY HEATH PARISH COUNCIL

 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



MINUTES OF COLNEY HEATH PARISH COUNCIL MEETING HELD AT COLNEY HEATH SCHOOL ON THURSDAY 16 DECEMBER 2021, 7.30pm

Members in attendance	
Cllr K Barnes (Highfield Ward) Cllr H Brazier (Hill End Ward) Cllr T Burns (Colney Heath Ward) Cllr P Cook (Chairman) (Highfield Ward) Cllr J Llewellyn (Colney Heath Ward)	Cllr J Mulroney (Highfield Ward) Cllr G Shaw (Colney Heath Ward) Cllr K Slaughter (Colney Heath Ward) Clerk of the Council, Ms. L. Chaplin
Other attendees	
3 members of the public	
21/22-66	APOLOGIES & ANNOUNCEMENTS
	Apologies were noted from Cllr Solts, and these were accepted for the reason noted. It was confirmed that two councillors and one member of the public were audio recording the meeting.
21/22-67	DECLARATIONS OF INTEREST
	a) The Clerk notes that the declaration of interest guidance sheet was issued to each councillor in attendance in hard copy prior to the start of this meeting. There were no further declarations noted. b) All councillors in attendance confirmed by a show of hands that the published declarations were correct and up to date. c) None received or noted d) None requested
21/22-68	QUESTIONS FROM THE PUBLIC
	7.32pm <i>Standing Orders were suspended so members of the public could ask questions/make statements to the Council.</i> There were no questions or statements made. 7.32pm <i>Standing Orders were resumed.</i>
21/22-69	MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL
	Minutes of the Parish Council Meeting held 21st October 2021 were noted as circulated and taken as read. Chairman asked for any comments as to their accuracy, there were comments noted as follows: Cllr Shaw noted Item 58 4th line down and suggested quotations marks for 'and' a potential policy. Chairman reminded all members if there were any typographical errors that these should be notified to the Clerk prior to the meeting as the hard copy minutes were prepared for signing at the meeting. Cllr Shaw also asked for a change to the minutes with regard to Item 62 Roestock Hut, a motion suggested to remove a section of the minutes as follows '<i>but that no formal evidence had been shared to confirm some of the statements made</i>' a recorded vote was requested for this motion, which was proposed by Cllr Shaw, seconded by Cllr Burns, who voted for the motion. Cllrs Brazier, Slaughter. Mulroney, Llewellyn, Cook, Barnes all voting against the change. Motion failed.

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Subject to the quotation marks to be added by the Chairman by hand, the minutes were duly proposed, seconded, and **RESOLVED** by majority to be a true and accurate record of the meeting. **Motion carried.** A recorded vote was requested for this motion, and this was noted as Cllrs Mulroney, Slaughter, Barnes, Brazier, Llewellyn, Cook all in favour and Cllr Shaw and Cllr Burns against.

The minutes were amended and signed by the Chairman Councillor Cook for posting on the parish website.

The closed session minutes were noted as circulated and taken as read. Chairman asked for any comments as to their accuracy, there were no comments on these minutes. The minutes were duly proposed, seconded, and unanimously **RESOLVED** to be a true and accurate record of the closed meeting. **Motion carried.**

FINANCE, AUDIT & GOVERNANCE

21/22-70

FINANCE

To approve payments for Month 9 (December)

It was confirmed that Councillors Slaughter and Mulroney signed off the payments and the bank reconciliations for November 2021. The payments to be made for December 2021 as approved plus staff expenses for the renewal of the DocuSign subscription which would be included on the payment sheet in January as payment number 192 but would be processed for payment in December so a total of £1249.29 was duly proposed, seconded, and unanimously **RESOLVED** by a show of hands. **Motion carried.**

Councillors were handed out the payment sheet for November, due to the Council meeting being cancelled the payment sheet had been signed off by Cllrs Slaughter and Mulroney and payments approved with bank reconciliations for October 2021 also signed off. There were questions regarding the election costs and breakdown of invoice 162 of £8,477.79. The RFO confirmed the breakdown from the invoice explaining that calling an election costs approx. £1,500 and a full election in excess of £5,000. There was a further question on payment 172 with regards the architect payment for Roestock Hut, the RFO confirmed this was approved works by Council. The payments made in November were noted by Council and the payments in the amount of £24,930.95 were retrospectively duly proposed, seconded, and unanimously **RESOLVED** by a show of hands. **Motion carried.**

21/22-71

COMMUNITY SURVEY

It was noted that this was the 3rd version of the community survey after the working party had discussed, debated, and made changes to the previous version. The following were changes noted during debate:

- What is the survey about – details and information to be provided by the Clerk
- Who can take part in the survey – details and information to be provided by the Clerk
- **Question 1** – descriptors, identifiers or road names will be used, Smallford to be added – details and information to be provided by the Clerk
- **Question 5 & 6** – remove other, nothing and don't know as options
- **Question 8 & 9** – Add Tyttenhanger Park and Open Space to the list of areas in this question
- **Question 10 & 11** – Remove other and don't know as options for this question

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- **Question 13** – Blurb before question and history with potential website links for each item, plus addresses including postcodes to be provided by Clerk
- **Question 13** – Horseshoe Field - Three options offered to be retained as an asset and redeveloped/enhanced, to be retained as an asset and leased to a third party or to be marketed or sale - remove other and don't know

There was a motion raised for **Question 14** by Cllr Shaw who proposed 'to return Gloucester Park to allotments' there was no seconder. **Motion failed.**

Gloucester Park - **Question 14** was taken to a vote. It was duly proposed, seconded, and **RESOLVED** by majority vote that the options for question 14 to be:

- to be retained as an asset and redeveloped/enhanced,
- to be retained as an asset and leased to a third party or
- to be marketed or sale and to remove other and don't know

Motion carried.

Roestock Hut – **Question 15** was taken to a vote and this vote was requested to be recorded. It was duly proposed, seconded, and **RESOLVED** by majority vote that the options for question 15 to be:

- demolished and redeveloped into a community facility
- restored and leased to community groups,

The votes were as follows:

- In favour – Cllrs Barnes, Brazier, Cook, Mulrone, and Slaughter
- Against – Cllr Shaw
- Abstention – Cllr Burns and Cllr Llewellyn

Motion carried.

- **Question 17** – remove don't know and replace with I don't use the website
- **Question 20** – confirmed as the only free text but include in the information that this can be further information on any previous question, or any other topic not covered in the survey

It was confirmed that a further amended draft would be sent by email to councillors for comment and if there were significant comments it would have to return to a Full Council meeting for further debate and approval.

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

The amended delegation schedule and report was noted and circulated. During debate there were some inappropriate comments made by a Councillor towards the Clerk. The Chairman suspended the meeting.

Meeting suspended 8.45pm – 8.50pm

There was further debate about the arrangements concerning delegated authority to the Clerk during the previous lockdown and how decisions were ratified and how it worked. A motion that if Council could not meet in person then the Clerk would be delegated to organise advisory groups which would recommend Council decisions which would be undertaken by the Clerk was duly proposed, seconded, and unanimously **RESOLVED** by a show of hands. **Motion carried.**

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The Chairman thanked all for their attendance and persevering in the relative cold due to the open doors and windows circumstances wished everyone season greetings and a healthy New Year and closed the meeting at 8.55pm

Meeting closed at

L Chaplin LCGI PSLCC CPFA CiLCA
Clerk to the Council
Drafted 07/01/2022

A handwritten signature in blue ink, appearing to read 'Peter Cook'.

Signed by
Chairman Peter Cook
Approved by Council 24 February 2022

