

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 JMI SCHOOL ON THURSDAY 30 JUNE 2022, 7.30pm

Members in attendance

Cllr H Brazier (Hill End Ward)	Cllr G Shaw (Colney Heath Ward)
Cllr P Cook (Chairman) (Highfield Ward)	Cllr K Slaughter (Colney Heath Ward)
Cllr J Llewellyn (Colney Heath Ward)	Clerk of the Council, Ms. L. Chaplin

Other attendees

7 members of the public

22/23-14

APOLOGIES & ANNOUNCEMENTS

Apologies were noted from Cllrs Barnes, Burns, Mulroney and Solts. Apologies were accepted for the reason stated.

It was confirmed that two councillors and a member of the public were audio recording the meeting. The Chair made the following announcements:

- Apologies for the alarm, there had been a flood which was causing electrical issues
- Planning consultations on developments at Tollgate Road, Boissy Close, meetings with Parish Council had been offered.
- Residents of Boissy Close had requested to meet with the Parish Council
- Roestock Lane development meeting held, consultation due in September
- Fredericks Wood, written representation submitted 28th June 2022
- Confirmation of the appeal hearing for land adjacent to the Mill House would be held in the St Albans District Council chamber 6th & 7th December 2022
- Meeting held on vision for Colney Heath Common, 16th June 2022 was well attended and a useful informative meeting

22/23-15

DECLARATIONS OF INTEREST

- Councillor Shaw declared an interest in item 18c but confirmed that this was not pecuniary. Councillor Slaughter confirmed an interest in 19a but also confirmed that this was not pecuniary.
- 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 requested

22/23-16

QUESTIONS FROM THE PUBLIC

7.36pm Standing Orders were suspended so members of the public could have the opportunity to ask questions/make statements to the Council.

There were no questions asked or statement made.

7.36pm Standing Orders were reinstated

22/23-17

MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL

Minutes of the Parish Council Meeting held 19th May 2022 were noted as circulated and taken as read. Chairman asked for any comments as to their accuracy. Councillor Shaw referred to correspondence debated at the previous meeting. Chair reminded all councillors to confirm any queries or issues with the minutes in advance of the meeting. There were no further challenges or amendments and the minutes were duly proposed, seconded, and **RESOLVED** by majority to be a true and accurate record of the meeting. The minutes were signed by meeting Chairman Councillor Cook for posting on the parish website. **Motion carried.**

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	FINANCE, AUDIT & GOVERNANCE
22/23-18	FINANCE a) Approval of payments Month 3 – June 2022 The payment sheet listing payments 024-038 was noted as circulated. There was a question on payments 027 and 038 which were confirmed by the RFO. There were no further questions on the payments made. There was a miscalculation on the sheet and the payment amount was increased by £50.00. The payments totalling £6,292.83 were duly proposed, seconded, and unanimously RESOLVED by a show of hands to be retrospectively approved for payment. Motion carried. b) Community Bus The Clerk confirmed that the passengers that were able to be contacted had been using friends, family and neighbours to assist them with their shopping and other visits as required. Given the impending Community Governance review and the fact that several organisations locally provide services for the majority of the previous passengers it was confirmed that no further action be taken at this time. c) Community Grant Applications The paper was noted as circulated and three applications were confirmed valid. The following awards were duly proposed, seconded, and unanimously RESOLVED by a show of hands that the following organisations should receive what they had requested as follows: - Colney Heath School PTA were awarded £500 to assist in the Summer Fete being held 9th July 2022 4Colney Heath Residents Association were awarded £375 for the next three editions of their newsletter - Highfield Park Trust were awarded £1500 for the reproduction of two leaflets Total amount awarded using General Power of Competence was £2375 with £2625 remaining for the second round of applications in the Autumn. Motion carried.
22/23-19	LEGAL & LANDOWNERS MATTERS a) Pre-Application Plans Colney heath Recreation Ground Pavilion The documents as circulated were noted by Council. The plans were accepted in principle. b) Community Interest Fund The Clerk reported that an expression of interest application to the Community Interest Fund in the amount of £300,000 to restore the Roestock Hut. The Council confirmed unanimously that if successful a full application be progressed.
22/23-20	COLNEY HEATH RECREATION GROUND NEW PLAY AREA a) Design of Play Area Documents as circulated were noted. It was duly proposed, seconded and unanimously RESOLVED by a show of hands that plans as shown were accepted and the playground should proceed. Motion carried The Clerk was asked to undertake consultation with the primary school prior to moving forward. b) Budget for Play Area installation It was confirmed that the budget for the play area was £62,000 and this should include contingency. £27k was confirmed to be in reserves with a further £10k allocated to youth projects and recreation areas which could be used. It would be necessary to secure funding before the project could proceed. The Clerk would investigate funding options.

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22/23-21	COMMUNITY GOVERNANCE REVIEW a) St Albans District Council initial recommendations Papers circulated were noted by Council. It was noted that the Parish Council submission was one day late and was not submitted with the circulated appendix but was taken into account by the Committee as referenced in a question response. It was noted with disappointment that there were no questions/points raised at Committee and that District Councillor Day, a member of the Committee offered his apologies. It was confirmed that the recommendations were such that electors of Highfield and Hill End would join the St Albans unparished area 46,000 democratic deficit. It was noted that Smallford Residents Association had requested in their response not to join Colney Heath Parish Council but to join Sandridge Parish Council. There was also no legal advice noted in the St Albans District Council paper. The second consultation stage is 1st July 2022 to 16th September 2022 and a Parish Council response would need to be agreed at the next Council meeting. b) Hertsmere Borough Council Community Governance Review Papers circulated were noted. It was felt that the Community Governance report was objective and useful. The consultation was following the same timetable as the St Albans review A representation on this review was delegated to the Clerk with Councillors Shaw and Llewellyn who would make contact with residents who live within the village but who are represented in Hertsmere for their comments. c) Budget for Community Governance Review 2023/24 Topline budget was noted as circulated. It was noted as a useful starting document. Councillor Shaw referred first to the wages bill and noted the lower wages amounts quoted by Shenley and Codicote Parish Councils. It was agreed to review the budget line by line at the Finance & Governance Committee meeting which would be moved forward a week from 28th July to 19th July to allow any recommendations to be presented to Full Council at the next meeting.
22/23-22	COMMUNITY SURVEY 2022 a) Update on Survey numbers The survey closed 21st June at 5pm. A paper was being prepared. This would not be received in time for the July meeting paper being issued but the topline data would be available. There had been 267 responses in total. b) S123 & S127 Local Government Act Paper was noted as circulated.
22/23-23	PARISH ADMINISTRATION a) Request for Bonfire, Tyttenhanger Parties Committee Council noted the request and date. It was duly proposed, seconded and unanimously RESOLVED by a show of hands that the event was agreed in principle subject to the required paperwork having been reviewed by the Finance & Governance Committee as happened last year. b) Information Commissioner's Investigation Outcome The outcome paper was noted as circulated. A second refusal was noted to have been sent last week. c) Committee & Council item cut off dates Environment Committee – papers due out tomorrow (1st July 2022) Finance & Governance – item deadline 6th July HR Meeting is to be moved forward date to be advised

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	Full Council 28 July – item deadline 14th July d) Full Council meeting August 2022 Council confirmed their agreement that the Parish Council meeting in August would be cancelled e) Matters raised by Clerk after agenda issued that do not require a decision There were none raised f) Questions to the Clerk from members of Council Councillor Shaw wished to reconfirm that statement that the Clerk made at the last meeting. Chair read the statement from the minutes. Members who were at the meeting confirmed that the item was debated and that that there was no suggestion or motion to take independent legal advice as suggested by the Clerk. Councillor Shaw alleged that pressure had been placed on Councillor Burns to withdraw, this statement was refuted by councillors in attendance at the last meeting. Councillor Shaw then asked the Clerk 'suppose the Community Governance Review the Parish is split how will we manage that situation where we have Colney Heath Ward councillors' the Clerk had no comment to make. Chair warned Councillor Shaw that the questions in the public domain were straying into what should potentially be raised in a closed session as they were staffing matters. Councillor Shaw was offered to take his questions into closed session. Councillor Shaw proposed a closed session.
22/23-24	REPRESENTATIVES ON OUTSIDE BODIES No representatives in attendance
22/23-25	QUESTIONS FROM THE PUBLIC 8.55pm <i>Standing Orders were suspended so members of the public could have the opportunity to ask questions/make statements to the Council.</i> A member of the public asked a question of the Policy Committee recommendations and the Chair clarified these were not draft recommendations they are the recommendations and the consultation opened 1st July to 18th September. Were there alternatives that could be suggested during this time, it was confirmed that alternatives could be suggested such as a Highfield Parish or indeed any resident could suggest and make a petition. The Clerk was asked to reconfirm the population of current Colney Heath Parish she mentioned earlier in the meeting – from the survey this was 6540, a question on demographics was referred to the St Albans District Council 8.57pm <i>Standing Orders were reinstated</i> It was duly proposed, seconded and unanimously RESOLVED by a show of hands that the Parish Council go into closed session to discuss staffing items relevant to the Community Governance Review and raised at 22/23-23f The Chairman thanked all for their attendance and close the meeting at 8.58pm

Meeting closed at 8.58pm

L Chaplin LCGI PSLCC CPFA CiLCA

Clerk to the Council

Drafted 05/07/2022

Signed by

Councillor Peter Cook

Chair

Approved by Council 28th July 2022




 Chairwoman.....CHPC 563

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MINUTES OF COLNEY HEATH PARISH COUNCIL MEETING (Closed Session) HELD AT COLNEY HEATH JMI SCHOOL ON THURSDAY 30 JUNE 2022, 8.59pm

Members in attendance

Cllr H Brazier (Hill End Ward)	Cllr G Shaw (Colney Heath Ward)
Cllr P Cook (Chairman) (Highfield Ward)	Cllr K Slaughter (Colney Heath Ward)
Cllr J Llewellyn (Colney Heath Ward)	Clerk of the Council, Ms. L. Chaplin

22/23-23f

CLOSED SESSION

It was reconfirmed that the Clerk made the statement and there was no supplementary questions or any discussion afterwards. Chair confirmed it wasn't a question/answer session.

Councillor Shaw stated the Council could have allowed the action to be challenged and then dealt with the issue once the Clerk had taken action. Councillor Shaw felt the action was against the NOLAN principles, when asked to clarify Councillor Shaw confirmed that he felt by going along this line the Council have gone against these principles.

There were comments raised regarding the unfortunate tone of some local organisation publications. There were also comments noted regarding the lack of engagement of the Colney Heath Ward Councillors in planning matters with the exception of Councillor Slaughter.

There was a discussion on the manner in which the staff budget and any alluding to reduction was handled in the public domain and that all discussions should be handled sensitively and with possible inclusion of an employment specialist.

The Chairman thanked all for their attendance and close the meeting at 9.22pm

Closed session meeting closed at 9.22pm

L Chaplin LCGI PSLCC CPFA CiLCA

Clerk to the Council

Drafted 05/07/2022

Signed by

Councillor Peter Cook

Chair

Approved by Council 28th July 2022

