

COLNEY HEATH PARISH COUNCIL

Highfield Park Visitor Centre

Hill End Lane

St Albans AL4 0RA

Tel: 01727 825314

Email: clerk@colneyheathparishcouncil.gov.uk



15th February 2023

RE: Freedom of Information Act 2000
Colney Heath Parish Council – Questions regarding Parish Council minutes and financial approvals

I am replying to you in response to your emailed Freedom of Information request received 6th February 2023. The following response is sent on behalf of Colney Heath Parish Council.

Your request

The minutes for the meeting held on the 26th of January show that Cllr Shaw wanted some amendments made to the 1st of December meeting minutes. Can you tell me what the actual wording that was that was put forward to amend the minutes, rather than "make an addition" or "the removal of a sentence" , or "insertion of a further sentence".? What on earth does this mean.? What sentences need to be added.? What sentence needs to be removed.?

Our response:

The Council does not hold the information requested.

The approved minutes for the meeting that took place on Thursday 26th January are available on the Parish Council website and these can be viewed at the following link: <https://www.colneyheathparishcouncil.gov.uk/wp-content/uploads/2023/02/Signed-CHPC-Minutes-26-January-2023.pdf>

Your request

The Remembrance Sunday event cost £1650 to local taxpayers for the Road closure signs and staffing. Can I ask if this expenditure was approved and signed off by the full Council.?

Our response:

The Remembrance Sunday road closure provided was at a cost of £1675 less £750 County Councillor grant received so a cost to the public of £925 and this expenditure was signed off by the Clerk under delegated authority.

The payment made was signed off by Full Council at their meeting on 1st December 2022 Item 22/23-75 where the Clerk was given delegated authority to make payments on behalf of the Council.

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Two councillors signed off the invoice for payment on 16th December 2022 and two different councillors signed off the BACS payment to be made.

The payments for December 2022 which were made under delegated authority were then approved at Full Council at Item 22/23-86 at the Full Council meeting held 26th January 2023.

The Remembrance Sunday road closure provided was at a cost of £1675 less £750 County Councillor grant received so a cost to the public of £925.

This concludes the response to this request.

If you are dissatisfied with this response the Commissioner's Office recommends that you first refer the matter to the Parish Council. You can do this by writing to clerk@colneyheathparishcouncil.gov.uk and asking for an internal review of my response.

If you wish the Parish Council to undertake an internal review, then you must write to the Parish Council within 40 working days of the date of this letter.

The Council will not consider any requests received after this date unless there are exceptional circumstances for the delay.

You have a right to appeal to the Information Commissioner's Office at the following address: Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF. You must do this no later than two months after the date of this response.

Yours sincerely,

Mrs Lisa Peters LCGI PSLCC CPFA CiLCA
Clerk to the Council
For and on behalf of
Colney Heath Parish Council

