

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 – 8th December 2023

To Members of the Parish Council,
Councillors, Brazier, Burns, Clemow, Pettit, Parish, Shaw and Tallents.

You are summoned to attend the meeting of **Colney Heath Parish Council** that will be held in Colney Heath JMI School, High Street, Colney Heath, AL4 0NP on **Thursday 14th December 2023 at 7.30pm**. Your presence is summoned for transacting the business outlined below.

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. Any underlined part of the agenda when clicked will open the relevant background paper or report 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/>

Mrs Lisa Peters LCGI PSLCC CPFA CiLCA
Clerk to Colney Heath Parish Council

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



AGENDA

23/24-79 APOLOGIES & ANNOUNCEMENTS

To receive and accept apologies for absence and to note announcements

23/24-80 DECLARATIONS OF INTEREST

- a) To receive declarations of interest from members regarding this agenda
- b) To receive written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

23/24-81 QUESTIONS FROM THE PUBLIC

Members of the public may make representation, ask questions, or give evidence in respect of business on the agenda for a maximum of 3 minutes.

23/24-82 MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL

To note and approve meeting minutes for the previous meeting of the Parish Council held 23rd November 2023.

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FINANCE, AUDIT & GOVERNANCE

23/24-83

FINANCE

- a) To approve the payment schedule for December 2023 (Month 9) payment sheet.
- b) To confirm amount and payment of honorarium to the Neighbourhood Plan Project Officer (voluntary)

23/24-84

BUDGET 2024/25

- a) To review the Budget Committee recommended budget for 2024/25, to amend as required and resolve the CHPC Budget for 2024/25.
- b) To review the Budget Committee recommended level of general reserves for 2024/25, to amend as required and resolve for 2024/25
- c) To review the Budget Committee recommended ear marked reserves to amend as required and resolve for 2024/25

23/24-85

PRECEPT SETTING 2024/25

To confirm the Precept requirement for 2024/25 noting the Budget Committee recommendation for a 0.5% increase.

23/24-86

PLANNING & CONSULTATIONS

To review planning applications received by the Parish Council and to make comment as a consultee. To search for the application please use the St Albans City & District Website at the following link which will allow you to search by the application number

<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2023%2F0912>
[Tarmac Appeal – Rule 6 Party ?](#)

- a) **5/2023/2318** – Comment by 8th December 2023
The Grove Roestock Lane Colney Heath
Certificate of lawfulness (proposed) - to introduce a door into a wall that was once a single storey garage. The door is accessed by a passage to the North of the property (see drawing/plan). The new door will be stained black to match all other doors.
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2023%2F2318#VIEW?RefType=PBDC&KeyNo=128942>
- b) **5/2023/2301** - Comment by 7th December 2023
Bluebell Cottage Tollgate Road Colney Heath
Certificate of Lawfulness (proposed) - Proposed siting of a mobile home for use as an annex
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2023%2F2301#VIEW?RefType=PBDC&KeyNo=128927>

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- c) **5/2023/2305** - Comment by 8th December 2023
82 Oaklands Lane Smallford St Albans
Discharge of Conditions 7 (details of hard and soft landscape) & 8 (details of boundary fence or treatment) of planning permission 5/2023/0663 dated 10/11/2023 for Variation of Conditions 2 (approved plans), 3 (slab levels), 4 (materials),
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2023%2F2305#VIEW?RefType=PBDC&KeyNo=128928>
- d) Appeal Lodged – **5/2022/0599**
APP/B1930/W/23/3333685
Land To Rear of 96 To 106 High Street Colney Heath Hertfordshire
Outline application (means of access sought) for up to 45 dwellings
Council to confirm their intention to apply to participate as a Rule 6 party and take an active role in the appeal process.
- e) To approve a student request for comment from Parish Council regarding proposed planning in Colney Heath
- f) To debate and resolve how Council will manage requests to hold meetings with developers where a planning application has not been formally submitted

23/24-87

WORKING PARTIES

To receive and note the reports either verbal or written from the following working parties.

- a) Communications Working Party
- b) Community Organisations Working Party
- c) Planning Working Party
- d) Charles Morris Hall Working Party
- e) Roestock Hut Working Party

23/24-88

PARISH ADMINISTRATION

- a) To note the contents of the Clerk report
- b) To note any matters for report since the issue of this agenda – these items will be for information only and no decisions other than to agenda an item for future discussion
- c) Councillors may ask any questions of the Clerk/RFO relating to business on this agenda or future business

23/24-89

QUESTIONS FROM THE PUBLIC

If time permits members of the public may make representation, ask questions, or give evidence in respect of the business discussed for a maximum per item of 3 minutes.

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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.

The following papers were all issued with the summons to all Councillors or placed on the Parish Council website. All papers issued have been drafted/amended and are issued by the Parish Clerk/RFO.

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|----------|---|
| Item 82 | Draft Minutes of Parish Council meeting held 23 rd November 2023 |
| Item 83a | Draft Payment Sheet Month 9 (December 2023) |
| Item 84a | CHPC v3 of CHPC Budget 2024/25 Budget Committee recommended |
| Item 84c | CHPC v3 Ear Marked Reserves (EMRs) Budget Committee recommended |
| Item 85 | Precept figures and impact of increases |
| Item 86 | Development Comment for approval |