

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 – 15th November 2024

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 21st November 2024 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**



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS



AGENDA

- 24/25-60 APOLOGIES & ANNOUNCEMENTS**
To receive and accept apologies for absence and to note announcements
- 24/25-61 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
- 24/25-62 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.
- 24/25-63 MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL**
To note and approve meeting minutes for the previous meeting of the Parish Council held 31st October 2024.
Motion To accept and resolve the minutes of the meeting held 31st October 2024 are a true and accurate record of the meeting

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FINANCE, AUDIT & GOVERNANCE

24/25-64

FINANCE

- a) To approve the payment schedule for November (Month 8)

Motion To resolve that all payments listed for November 2024 are paid by BACS by 29/11/2024.

- b) To approve works to boundary of Colney Heath Common with Scholars Court

Motion To resolve to approve to accept the quote received, the works are carried out and that a budget of £1360.00 is approved

23/24-65

BUDGET 2025/26

To note the Budget Report prepared by the RFO (Responsible Financial Officer) after the Budget Committee Meeting held 14th November 2024.

- a. **Motion To resolve to accept the 2025/26 budget as recommended by the Budget Committee and resolve to set the Parish Council budget for 2025/26**

- b. **Motion To resolve to accept the recommended reserves as recommended by the Budget Committee and resolve to set the Parish Council general reserves for 2025/26**

- c. **Motion To accept the recommended ear marked reserves as recommended by the Budget Committee and resolve to set the Parish Council ear marked reserves for 2025/26**

23/24-66

PRECEPT SETTING 2025/26

To resolve the Precept requirement for 2025/26 noting the Budget Committee recommendation for a 2.5% increase.

Motion To note the recommendation of the Budget Committee and resolve to set the Parish Council Precept for 2025/26 with a 2.5% increase

24/25-67

PLANNING APPLICATIONS, APPEALS & CONSULTATIONS

To review planning applications received by the Parish Council and to make comment as a consultee. Applications can be searched using the St Albans City & District Council website link below to search by the application number or by reviewing the link provided with each numbered application.

<https://planningapplications.stalbans.gov.uk/planning/>

In each case and after debate the Parish Council will confirm by resolution

Motion

- 1. To resolve to delegate a planning comment/objection be written and submitted by the Clerk under delegated authority and working with the Planning Working Party in preparation and submission or**
- 2. To resolve to agree comment/object and the submission be drafted and submitted under delegated authority to the Clerk or**
- 3. To resolve to neither support or object to the planning application**

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- a) **5/2024/1815** – Comment by 29th November 2024
4 Smallford Lane Smallford St Albans Hertfordshire AL4 0SA
Proposed demolition of existing side garage and utility and erection of a single storey side extension.
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F1815#VIEW?RefType=PBDC&KeyNo=131806>
- b) **5/2024/1818** – Comment by 1st December 2024
9 Station Road Smallford St Albans Hertfordshire AL4 0HA
Demolition of garage/outbuilding. Demolition of porch. Removal of chimney. Single storey side extension. Two storey rear extension. New openings and alterations to existing openings.
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F20241818#VIEW?RefType=PBDC&KeyNo=131818>
- c) **5/2024/1629** – Comment by 7th December 2024
3 Ye Olde House Sleapshyde Smallford Hertfordshire AL4 0SE
Listed Building Consent - Single storey rear extension
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F1629#VIEW?RefType=PBDC&KeyNo=131541>
- d) **Planning Inquiry Updates**
Due to the fast moving nature of planning inquiries and that the following are being managed under delegated authority there will be verbal updates on current status of the current planning inquiry which started on 19th November 2024 and relates to the Land at Former Hatfield Aerodrome, Hatfield

24/25-68

WORKING PARTIES

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

- a) Communications working party
- b) Planning working party
- c) Charles Morris Hall working party
- d) Roestock Hut working party
- e) Environment working party

24/25-69

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 will be made other than to suggest future agenda items or business for future discussion

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24/25-70 REPRESENTATIVES ON OUTSIDE BODIES

To note written reports received or receive verbal reports by exception, available time and with the permission of the Chair:

- a) Ellenbrook Fields Trust next meeting
- b) St Albans District Association of Local Councils
- c) Highways Liaison
- d) Tyttenhanger Quarry Liaison Group

The Chair of Council may decide if time permits to allow a further short time for questions from the public, this will be noted in the minutes if/when it occurs.

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 and placed on the Parish Council website. All papers issued have been drafted/amended and are issued by the Parish Clerk/RFO unless otherwise noted.

- Item 63 Draft Minutes of Parish Council meeting held 31st October 2024
 - Item 64a Payment Sheet Month 8 (November 2024)
 - Item 65a CHPC Budget Report including Budget Committee recommendation
 - Item 65a CHPC Budget 2025/269 recommended by Budget Committee 14/11/2024
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