

COLNEY HEATH PARISH COUNCIL



Postal Address: Highfield Park Visitor Centre, Hill End Lane AL4 0RA
Telephone: (01727) 825314
Website: <https://colneyheathparishcouncil.gov.uk>
E-mail: clerk@colneyheathparishcouncil.gov.uk



Summons issued – 21st June 2026

To Members of the Parish Council,

Councillors, Brazier, James, Pettit, Parish, Shaw, Swain 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 25th June 2026 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. 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/>

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

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



AGENDA

26/27-01 APOLOGIES & ANNOUNCEMENTS

- a) To receive and accept apologies for absence
- b) To note any announcements

26/27-02 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

26/27-03 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.

26/27-04 MINUTES OF THE PREVIOUS MEETING OF THE PARISH COUNCIL

To note and approve meeting minutes for the previous Parish Council meeting held 19th February 2026.

Motion To accept and resolve the minutes of the meeting held 19th February 2026 are a true and accurate record of the meeting

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FINANCE, AUDIT & GOVERNANCE

26/07-05

FINANCE

- a) To retrospectively approve payments made in March 2026 (Month 12).
Motion To retrospectively resolve that all payments listed for March 2026 are retrospectively approved by Council (Month 12)
To retrospectively approve payments to be made in April 2026 (Month 1).
- b) **Motion To retrospectively resolve that all payments listed for April (Month 1)**
- c) To retrospectively approve payments to be made in May 2026 (Month 2)
Motion To retrospectively resolve that all payments listed for May 2026 (Month 2) are approved by Council
- d) To approve payments to be made in June 2026 (Month 3).
Motion To resolve that all payments listed for June 2026 are approved by Council (Month 3)
- e) **Speed Indicator Devices (SIDs) – Service Agreement Renewal**
To consider a request regarding the renewal of the service agreement for two Speed Indicator Devices (SIDs) installed within the parish. Members are advised that approximately five years ago, the Parish Council successfully secured police funding for the installation of two SIDs. These devices require annual maintenance and safety checks, delivered through a service agreement with the supplier. The existing funding arrangement, previously supported by the police, is now coming to an end, and the police have confirmed that they will not fund any renewal. To ensure the continued operation of the SIDs, a new five-year service agreement is required at a cost of £1,000 per device (£2,000 total). It has been proposed that £1,000 be met from the Highways Locality Budget, with a request for the Parish Council to contribute the remaining £1,000. Failure to secure funding for the renewal will result in the removal of the SIDs.
Motion
To resolve that the Parish Council agrees to contribute £1,000 towards the cost of a five-year service agreement for the two Speed Indicator Devices, with the remaining £1,000 to be funded from the Highways Locality Budget, in order to ensure the continued operation of the devices and support ongoing road safety within the parish.

26/07-05

AUDIT

- a) **Financial Management Risk Assessment**
To receive an updated risk assessment for financial management
Motion To resolve to adopt the updated Financial Management Risk Assessment for financial year 2026/27
- b) **Effectiveness of Internal Controls**
To receive the effectiveness of internal controls updated with recommendations of the internal audit 2025
Motion To resolve to adopt the updated Effectiveness of Controls

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Motion To resolve to adopt the Effectiveness of Internal Controls for financial year 2026/27

c) Asset Register

To receive the updated CHPC Asset Register

Motion To resolve to accept and adopt the Asset register for financial year 2026/27

26/27-06 LEGAL AND LANDOWNER MATTERS

- a) Charles Morris Hall lease and request for information from 1921
- b) Colney Heath Football Club lease
- c) Land at Smallford and report from 12 Oaklands Lane

26/27-07 WORKING PARTIES

To note the verbal reports from the 2026/27 working parties.

- a) Planning update from Mike Rawlins – NPPO
- b) Roestock update from Cllr Spencer James – Cllr working on Utilities and Tenders
- c) Environment update
 - 1) To review arrangements for Dog Control Orders on CH Common
 - 2) To approve a School Competition, closing date to be decided by councillors and Head Teacher, prizes to be confirmed
 - 3) To approve a litter pick, date and event budget
 - 4) Spy cameras for Warren Farm track – I will submit a document pdf container recommended supplier details (Wild View Cameras), costs for 3 cameras, accessory ideas and my survey images / tree positioning for the cameras. Note: The cameras use invisible 'No Glow' night vision LEDs so are perfect for covert monitoring of outdoor sites, some offering encryption. Wild View Cameras already works with St Albans District Council, Dacorum District and other UK authorities.
 - 5) Current parking issues at Roestock Park for Council discussion on daytime access to car park (matter raised by residents at Annual Parish Electorate Meeting).

26/27-08 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
- c) Councillors may ask any questions of the Clerk/RFO relating to business on this agenda or future business, no decisions can be made at this item, the Clerk may answer during the meeting or an answer may require to be provided in writing.

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26/27-09 REPRESENTATIVES ON OUTSIDE BODIES

To note written reports, where available or verbal updates:

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

The Council may at any time resolve under the Public Bodies (Admission to Meetings) Act 1960, that 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.

26/27 Item 04	Draft Minutes of Parish Council meeting 19 th February 2026
26/07 Item 05	CHPC Payment Sheet March 2026 (Month 12)
26/27 Item 05	CHPC Payment Sheet April 2026 (Month 1)
26/27 Item 05	CHPC Payment Sheet May 2026 (Month 2)
26/27 Item 05	CHPC Payment Sheet June 2026 (Month 3)
26/27 Item 07a	CHPC Planning Update if required
26/27 Item 07c	CHPC Spy Cameras if required
26/27 Item 05a	Financial Management Assessment
26/27 Item 05b	Effectiveness of Internal Controls
26/27 Item 06b	CHPC CH Football Club Lease
26/27 Item 06c	CHPC Brasier Freeth Land at Smallford (12 Oaklands Lane)
26/27 Item 5a	CHPC Financial Management Risk Assessment
26/27 Item 5b	CHPC Effectiveness of Internal Controls
25/26 Item 5c	CHPC Asset Register