

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 – 14th February 2025

To Members of the Parish Council,
Councillors, Brazier, Burns, Pettit, Parish, Shaw and Tallents. (One vacancy)

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 20th February 2025 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



IN COLLABORATION WITH SLCC, NALC, OVW, COUNTY ASSOCIATIONS



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

AGENDA

- 24/25-93 APOLOGIES & ANNOUNCEMENTS**
To receive and accept apologies for absence and to note announcements
- 24/25-94 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
- 24/25-95 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.
- 24/25-96 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 January 2025.
Motion To accept and resolve the minutes of the meeting held 23rd January 2025 are a true and accurate record of the meeting

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FINANCE, AUDIT & GOVERNANCE

24/25-97

FINANCE

To approve any payments to be made in February 2025 (Month 11).

Motion To resolve that all payments listed for February 2025 are approved by Council.

24/25-98

GOVERNANCE

Devolution – Information Paper on plans across Hertfordshire for announced devolution. Further information see the following link:

<https://www.gov.uk/government/publications/local-government-reorganisation-invitation-to-local-authorities-in-two-tier-areas/letter-hertfordshire>

24/25-99

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**

a) **5/2024/2133** – Comment by 1st March 2025

43 & 43A Meadway Colney Heath St Albans AL4 0PS

Retrospective planning application for a rear box dormer continuous over the roofs of two separate dwellings

<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F2133#VIEW?RefType=PBDC&KeyNo=132234>

b) **5/2025/0175** – Comment by 28th February 2025

68 Tollgate Road Colney Heath St Albans AL4 0PY

Certificate of Lawfulness (proposed) - Rear dormer window to facilitate loft conversion to habitable accommodation

<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F2133#VIEW?RefType=PBDC&KeyNo=132691>

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- c) **5/2025/0178** – Comment by 28th February 2025
12 Lawrence Close Smallford St Albans AL4 0JB
Certificate of Lawfulness (proposed) - Part garage conversion
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F2133#VIEW?RefType=PBDC&KeyNo=132692>
- d) **5/2025/0068** – Comment by 20th January 2025
Land At Colne Spring Villa Coursers Road Colney Heath
Section 62a designation - Erection of eco-village comprising 9 dwellings and community hub with associated access, parking and landscaping
<https://planningapplications.stalbans.gov.uk/planning/search-applications?civica.query.FullTextSearch=5%2F2024%2F2133#VIEW?RefType=PBDC&KeyNo=132546>

24/25-100 **LEGAL AND LANDOWNER MATTERS**

- a) Future of Horseshoe Field
Motion To receive and review an options paper on the future of Horseshoe Field, to consider all available options, and to resolve to assess the recommendations and develop a forward plan.
- b) Charles Morris Hall Lease
Motion To resolve to instruct the Clerk to proceed with obtaining the formal lease in accordance with the agreed Heads of Terms, as set out in the accepted recommendation (24/25 56 dated 31/10/2024).
- c) High Street Recreation Ground Pavilion lease
To receive a verbal update

24/25-101 **WORKING PARTIES**

To note the verbal reports from the working parties.

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

24/25-102 **PARISH ADMINISTRATION**

- a) To note dates and process for the co-option vacancy
b) To consider Beating of the Bounds 2025 and arrangements for the event
c) To note the contents of the Clerk report
d) 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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24/25-103 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.

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| Item 96 | Draft Minutes of Parish Council meeting held 23 rd January 2025 |
| Item 97 | Draft Payment Sheet Month 11 (February 2025) |
| Item 98 | Information Paper on Devolution in Hertfordshire |
| Item 100a | Options Paper on Horseshoe Field |