



SANDRIDGE PARISH COUNCIL

Met at Marshalswick Community Centre on Wednesday 28th September 2022 at 7.30pm for a Meeting of the Parish Council

PRESENT:

Councillors John Hale, June Reid, John Foster, Graham Leonard (Chair), John Newton Davies, Geoff Churchard, Jonathan Maskell, Jenny Roberts, Patsy Cann,

OFFICERS:

Emma Hostler, Deputy Parish Clerk, Rebecca Pannese, Project, Amenities and Community Engagement Officer, Simon Thwaites, Parish Clerk, Stef Hayes, Community Centres Manager

ABSENT:

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IN ATTENDANCE:

District Councillor Sharon Hollingsworth

A short period of reflection was held before the meeting commenced in memory of Her Majesty Queen Elizabeth II.

5340 TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE

There were apologies received and accepted from Councillors Lyn Bolton, Jonathan Hegerty, Neil Harris, Sam Vosper and Janet Churchard.

The Chair welcomed Stef Hayes, the new Centres Manager, to the meeting. Sandridge District Councillor Hollingsworth introduced herself to Members.

5341 DISCLOSURES OF INTEREST

There was none.

5342 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 8th JUNE 2022

The minutes of the meeting of the Council held on 8th June 2022 were reviewed. They were agreed to be a correct record and it was unanimously;

Resolved

That the minutes of the meeting be approved and signed by the Chair.

QUESTIONS TO OFFICERS AND MEMBERS

5343 Questions to Officers

There was none.

5344 Public Participation – an opportunity for residents to raise issues or ask questions of Members

No members of the public were present.

CLERK'S REPORTS

5345 Monthly Accounts

Members reviewed a schedule of creditor payments for the period 9th June 2022 to 13th July 2022. These accounts were paid on Friday 15th July following circulation of the schedule of creditors. It was unanimously;

Resolved

To ratify the schedule of creditor payments.

Also reviewed was a schedule of creditor payments for the period 14th July 2022 to 10th August 2022. These accounts were paid on Friday 12th August 2022 following circulation of the schedule of creditors. It was unanimously;

Resolved

To ratify the schedule of creditor payments.

Also reviewed was a schedule of creditors for the period 11th August 2022 to 14th September 2022. These accounts were paid on Friday 16th September 2022 following circulation of the schedule of creditors. It was unanimously;

Resolved

To ratify the schedule of creditor payments.

5346 Website

The Project, Amenities and Community Engagement Officer talked through a report circulated with the agenda in respect of upgrading the Parish Council's website. Questions were asked and responded to before it was agreed to be a well presented report. It was proposed by Councillor Leonard, seconded by Councillor Geoff Churchard and unanimously;

Resolved

To include the sum of £5,500 in the 2023/24 draft budget for this purpose.

5347 HR Committee Terms of Reference (TOR)

At a meeting of the HR Committee held on 26th May 2022 the following amendments to the committee TOR were agreed;

1. Under Reporting, the words 'as appropriate' were removed from the sentence 'The Clerk to ensure Minutes are circulated to all Council members as appropriate'.
2. It was clarified that the Clerk's appraisal will be carried out by the Chair of *The Council*.

It was unanimously;

Resolved

To ratify these amendments/clarifications.

5348 Sandridge Parish Council's Risk Management Scheme

The Parish Council's Risk Management Scheme reviewed. It was unanimously;

Recommended

To re-adopt the document as circulated.

5349 External Audit of the Annual Governance and Accountability Return (AGAR)

The Parish Council's external auditor, PKF Littlejohn, has once again returned an unqualified audit of the Parish Council's AGAR. The period for the exercise of Public Rights produced no enquiries from members of the public.

It was formally noted that the audit certificate had been displayed along with the Notice of Conclusion of Audit on the Parish Council's website and noticeboards as required.
Members congratulated the Parish Office before it was unanimously;

Resolved

To formally note the conclusion of the audit.

5350 MATTERS OF NOTE

- The Community Centres Manager left the Parish Office team on 16th June 2022. Three interviews were held for a replacement officer and an appointment was successfully made on June 20th 2022.
- Ashbourne Day Nursery has decided not to continue running a pre-school from Marshalswick Community Centre and terminated the hall hire agreement with immediate effect. The Parish Clerk has negotiated an agreement with the company to recover a proportion of the hire fees due over the 6-month notice period.
- Defibrillator training, funded by the Parish Council, took place at Sandridge Village Hall on June 18th and Marshalswick Community Centre on July 9th and 16th 2022.
- The new internal auditor will carry out an interim audit on November 11th 2022.
- A full budgetary control report will be reviewed by the Finance Committee on 26th September 2022.
- The rugby posts at the Jersey Farm Open Space have been removed following vandalism. These are expected to be replaced through a claim to the Parish Council's insurers.
- The planning application for the Jersey Farm Open Space bike track has gone live on the District Council's planning portal, reference 5/2022/1600.
- The new sit-on Kubota tractor has been delivered to the Parish Council. This will be principally used to maintain the paths on the Woodland Park.

COUNCILLOR AND COMMITTEE REPORTS

5351 Grant Applications

- Girl Guides at St Mary's Church. Following consideration it was proposed by Councillor Leonard, seconded by Councillor Roberts and unanimously;

Resolved

To award the sum of £1,000 to the 30th St Albans Guides to assist with costs associated with a new guide unit. This award was made under the General Power of Competence.

5352 Christmas Lights

Councillor Roberts updated Members on an enhancement to the existing lights on the service tree to the front of the Queens Head Public House. It was noted that there will now be additional costs incurred annually in removing and storing the lights as required by the County Council.

5353 Traffic calming

Councillors reviewed a report and proposal from Councillor Hale in respect of traffic calming on the St Albans Road. Following discussion it was proposed by Councillor Hale, seconded by Councillor Newton Davies and unanimously;

Resolved

To ask the Clerk to write to the Police Commissioner in support of the expression of interest made by the St Albans Road Safety Group to have a ViaCam speed monitor installed between the King William PH and Carpenters Nursery.

5354 Great Big Green Week

It was noted that the absence of meetings in late summer made it difficult to organise an event in support of this initiative, but that future participation would be welcomed.

5355 St Leonard's Flower Festival

Councillor Roberts requested the sum of £100 as funding for the Parish Council's contribution to this annual festival, the theme of which is 'Harvest'. It was proposed by Councillor Roberts, seconded by Councillor Geoff Churchard and;

Resolved

To fund the Parish Council's contribution to the flower festival to a maximum of £100.

5356 Draft Minerals and Waste Local Plan

Members considered a report and proposal from Councillor Hale in respect of the inclusion of Hatfield Aerodrome as a Minerals Allocation Site. After discussion it was proposed by Councillor Hale, seconded by Councillor Cann and unanimously;

Resolved

To ask the Clerk to submit to the current consultation the comment that Sandridge Parish Council objects to the inclusion of Hatfield Aerodrome as a minerals allocation site in the draft Minerals and Waste Local Plan.

5357 Soroptimists International St Albans

Councillor Harris brought forward a request from Soroptimists International St Albans to support the UN initiated 'Orange the World' campaign relating to domestic abuse by lighting up their public buildings in orange on 25th November. It was;

Resolved

Not to participate in this initiative on this occasion.

5358 South West Herts Joint Strategic Plan (JSP)

A virtual meeting on the South West Herts JSP, covering Dacorum, Hertsmere, St Albans City & District, Three Rivers and Watford took place on September 6th. Councillors were invited to attend via email on July 21st. It was noted that no members of the Parish Council had attended on this occasion.

5359 The Council heard verbal reports by Chairs of Committees for Meetings Held since last Full Council :

- Sports and Recreation Committee 22nd June 2022
- Jersey Farm Woodland Park Joint Management Committee 4th July 2022
- PEAP Committee 12th July 2022
- Planning Committee – see below

5360 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

Councillor Reid expressed concern at the levels of fly tipping in the parish currently.

5361 PLANNING MATTERS

It was noted that the Planning Committee met on 9th June, 30th June, 21st July, 11th August and 1st September 2022.

Planning applications commented on since the last Full Council meeting are;

- Great Barn Dell, St Albans Rd, Sandridge – Planning Application: 5/2022/0925
- 13 Woodcock Hill, Sandridge – Planning Application: 5/2022/1464
- 2A Downes Road, St Albans – Planning Application: 5/2022/1437
- 6 Highfield Road, Sandridge – Planning Application: 5/2022/1610
- Great Barn Dell – Planning Application: 5/2022/1795

5362 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

There was none.

Next meeting date – 12th October 2022 at 7.30pm – Marshalswick Community Centre

There being no further business the meeting closed at 8.52pm.

Deputy Chair

Date

Cllr Jenny Roberts