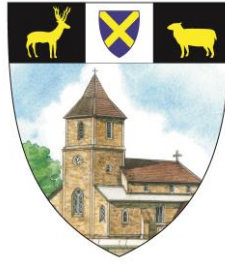


Sandridge Parish Council



Marshalswick Community Centre,
The Ridgeway,
St.Albans,
Herts
AL4 9TU

Tel: 01727 831871
www.sandridge-pc.gov.uk

Email: clerk@sandridge-pc.gov.uk

8th June 2023

To : Councillors Graham Leonard (Chair), June Reid, John Hale, Jennifer Roberts, Adam Twidell, James Lambert, Julie Oakley, Maurice Wells, Carol Chalkley, Mary Ternouth, Rehana Ahmed, Debbie Chachulski, Mike White, Luke Sieger

You are summoned to attend a meeting of Sandridge Parish Council, to be held at Marshalswick Community Centre on Wednesday 14th June 2023 at 7.30pm

Simon Thwaites
Parish Clerk

Members of the public and press are invited to attend this meeting. Questions or concerns may be submitted to the Clerk in advance of the meeting via email using clerk@sandridge-pc.gov.uk or by post, address as above.

A G E N D A

1. TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE
Councillors Maurice Wells, Julie Oakley

2. DISCLOSURES OF INTEREST AND DISPENSATIONS

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

3. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON THE 17th MAY 2023

Full Council 14th June 2023

4. QUESTIONS TO OFFICERS

5. PUBLIC PARTICIPATION – AN OPPORTUNITY FOR RESIDENTS TO RAISE ISSUES OR ASK MEMBERS QUESTIONS

CLERK'S REPORTS

6. Monthly Accounts

Please find attached a schedule of creditor payments for the period 18th May 2023 to 14th June 2023. It is;

Recommended

That this schedule is approved for payment on 16th June 2023.

7. Internal audit – Year end 2022/2023

Attached is the 2022/23 year-end internal audit report and accompanying papers completed by IAC Ltd. The right hand column on the Schedule of Audit Observations contains the Clerk's responses to the matters raised. These were reviewed by the Finance Committee at a meeting held on June 5th. Also attached is the signed Internal Audit return (part of the Annual Governance and Accountability Return) in which no items have been raised as requiring The Council's or the External Auditor's attention.

It is;

Recommended

That Council formally notes the audit report.

8. 2022/23 Budgetary Control (outurn)

Attached is a budgetary control report showing outurn for 2022/23 (Appendix 1). Material variations are explained in the right-hand column. Final net expenditure is £273,103 against an approved budget of £303,817. This was reviewed at a Finance Committee meeting held on June 5th. Members are asked to note the outurn position in relation to the next item.

9. Reserves

To review and note the attached table of earmarked and general reserves at year-end (Appendix 2).

10. 2022/23 Annual Governance and Accountability Return (AGAR)

A set of Supporting Statements compiled by George Street Accountants, together with a copy of the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2023 are enclosed. Also enclosed is a table of variations on outurn between 2021/22 and 2022/23 as required by the external auditor. These were reviewed by the Finance Committee on June 5th. It is;

Recommended

That Full Council acknowledges responsibility for ensuring there is a sound system of internal control, including the preparation of the Supporting Statements, and to confirm that to the best of its knowledge and belief, with respect to the Supporting Statements for year ended 31st March 2023, the 2022/23 Annual Governance Statement should be approved and that the Chair and the Parish Clerk (as RFO) should sign Section 1 of the AGAR. It is further;

Recommended

That Full Council confirms that to the best of its knowledge, the 2022/23 Accounting Statements contained in the Annual Return, plus the explanation of variances represent the financial position of the Council for the year ended 31st March 2023 and that the Parish Council Chair and the Parish Clerk (as RFO) should each sign Section 2 of the AGAR.

11. The Exercise of Public Rights 2022/23

The Exercise of Public Rights, during which members of the parish are able to inspect the Annual Return and raise any issues of concern with the external auditor will run from the 16th June 2023 to 27th July 2023 in accordance with regulations

It is;

Recommended

That Members formally approve the proposed dates for the Exercise of Public Rights and note that all regulations in this regard have been complied with.

Matters of Note

- Fifteen hanging baskets have been installed in the parish through the grounds maintenance contract.
- It has been previously indicated that the Clerk, in liaison with involved councillors and staff, intends bringing a proposal to the July meeting to restructure elements of the PEAP and Community Centre Committees. Other priorities will now mean this report comes instead to the September meeting.
- The Open Garden event, as part of the Parish Council's involvement with Sustainable St Albans, is scheduled for June 14th 2023 from 3-5pm in the Community Garden at Marshalswick Community Centre. Volunteers will be on hand to share their experience with visitors, and all are welcome to attend.

COUNCILLOR AND COMMITTEE REPORTS

12. Grant Applications

There have been no grant applications this month.

13. Sandridge Neighbourhood Plan

Please see attached a report and proposal by Councillor Ternouth.

14. Jersey Farm Open Space Bike Track

An update from the Chair of the Sports and Recreation Committee and the PACE Officer on ongoing planning issues.

15. Meetings of Committees:

- Finance Committee 5th June 2023
- Planning Committee – see below

16. MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

The Council may not make decisions under this item

17. PLANNING MATTERS

The Planning Committee met on 18th May and (due to meet) 12th June 2023.

Sandridge Parish Council's Planning Committee meets every three weeks to review and respond to planning applications received from the Planning Authority, St. Albans District Council. Planning applications commented on since the last Full Council meeting are;

29 Wheat Close, St Albans AL4 9NN – Planning Application: 5/2023/0836

4 Milvus Close, St Albans AL4 0LJ - Planning Application: 5/2023/0965

Please note: Planning applications received at the Parish Office from the Planning Authority *after* the Parish Council agenda has been published may also be discussed at the meeting as may applications of complexity or applications likely to impact heavily on the Green Belt.

Note: The Planning Committee will be meeting on Mondays in future.

18. SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

Note: In accordance with the Local Government Act 1972, the Parish Council meeting will be open to the Public unless the Council resolves otherwise

Next meeting date – 12th July 2023 at 7.30pm – Marshalswick Community Centre