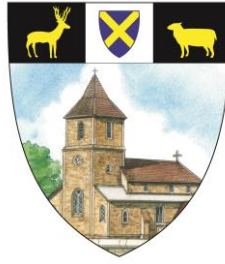


# *Sandridge Parish Council*



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

**Tel: 01727 831871**  
**[www.sandridge-pc.gov.uk](http://www.sandridge-pc.gov.uk)**

Email: [clerk@sandridge-pc.gov.uk](mailto:clerk@sandridge-pc.gov.uk)

4<sup>th</sup> September 2025

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

**You are summoned to attend a meeting of Sandridge Parish Council, to be held at Marshalswick Community Centre on Wednesday 10<sup>th</sup> September 2025 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](mailto: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**  
Councillor Anne Thomas

**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 9<sup>th</sup> JULY 2025**

Full Council 10<sup>th</sup> Sept 2025

#### **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 10<sup>th</sup> July 2025 to 13<sup>th</sup> August 2025, having been previously circulated. It is;

#### **Recommended**

That payment of this schedule, made on 15<sup>th</sup> August 2025 is ratified by Members.

Please also see a schedule of creditor payments for the period 14<sup>th</sup> August to 10<sup>th</sup> September 2025. It is;

#### **Recommended**

That Members approve payment of the online transfers detailed and ratify all other payments shown on the schedule.

#### **7. Sandridge Parish Council's Risk Management Policy**

The Parish Council's Risk Management Policy was created in July 2016 for annual review. An electronic version of the scheme was circulated to members on 4<sup>th</sup> August 2025. It is;

#### **Recommended**

That Sandridge Parish Council re-adopts the policy as circulated on 4<sup>th</sup> August for review in September 2026.

#### **8. Parish Council Logo/Rebrand**

Please see attached a report and recommendation from the Clerk.

#### **9. Library of Things**

Please see attached a short report updating The Council on the Library of Things (Share St Albans) to whom storage is provided.

#### **10. Benches outside Jersey Farm Community Centre**

A member of the public has requested the installation of two benches, one to the front of the community centre (car park side - this pavement is Parish Council owned), and one in the vicinity of the main entrance doors. This, it is suggested, would be particularly helpful for elderly residents or those with reduced mobility attending the community centre or the GP surgery. It is;

#### **Recommended**

That councillors consider this request for either this financial year or next. The cost of a recycled plastic bench is approximately £650.

#### **11. Matters of Note**

- The National Joint Council has approved a Pay Award for 2025/26 of 3.2% on all salary points. This award will be implemented in the August salary run, backdated to April 1<sup>st</sup>. A 3.5% increase had been budgeted for.
- 14 new fence panels have been installed without cost between the Parish Council's car park on The Ridgeway and the Food Hall car park. This was completed following discussions around where liability for maintenance stood.

- Members are reminded that two vacant seats remain on the Planning Committee. There is also one vacancy on the Finance Committee, one on the HR Committee and two on the joint Nomansland Management Committee.
- Stage 2 of the Sandridge Parish Swift initiative is now underway with the date of November 5<sup>th</sup> in the diary for a public information evening. This will commence at 7pm with both Tim Hill of the Herts & Middx Wildlife Trust and Clive Flemming of Hertford Swifts in attendance. Members are encouraged to attend.
- The Committee for Sustainability will be discussing a move from hard copy agendas to electronic versions held on tablets at its meeting on September 16<sup>th</sup>.
- Herts County Council's Annual Meeting for Parish, Town & Community Councils & County Councillors will be held on 12<sup>th</sup> September either in person (Hatfield) or online. Please see the reminder emailed out 2<sup>nd</sup> September for details.

## **COUNCILLOR AND COMMITTEE REPORTS**

### **12. Grant Applications**

- Sustainable St Albans (please see email sent 28/7/25 for SSA Annual Financial Statement).

*Note - grants awarded to date total £7,587 against a budget of £22,000*

### **13. Lease of Community Space (Hall) on the Oaklands Development email**

An update from the Planning Committee on discussions held on this proposal (please see the attached drawing).

### **14. Electric Vehicle (EV) Charging in Parish Council Car Parks**

A verbal update from Councillor Chachulski on the viability of installing EV chargers for public use in Parish Council car parks.

### **15. Community Governance Review (Boundaries)**

The first of two consultations relating to this review began on August 4<sup>th</sup> and ends on 6<sup>th</sup> October 2025. Please see attached a report and proposal from Councillor Ternouth.

### **16. Installation of Heat Pump for Office and Committee Room**

Please see attached a report and proposal by Councillor Wells.

### **17. S6 Bus Service**

A verbal report from Councillors Ternouth, White and Chalkley on a follow-up meeting with Mr Robert Handbury on 9<sup>th</sup> September of Herts County Council Network Planning regarding the S6 bus service.

### **18. Sandridge Youth Sports and Community Association**

A verbal update from Councillor Hale on efforts to bring investment to the Association.

### **19. Meetings of Committees:**

- Jersey Farm Woodland Park Committee 8<sup>th</sup> September 2025
- Planning Committee – see below

### **20. MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA**

*The Council may not make decisions under this item*

### **21. PLANNING MATTERS**

The Planning Committee met on 21<sup>st</sup> July and 18<sup>th</sup> August and 1<sup>st</sup> September 2025

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;

Full Council 10<sup>th</sup> Sept 2025

- Land at Sandridgebury Lane 5/2025/1218
- 3 Westfield Court 5/2025/1293

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.

## **22. 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 – 8<sup>th</sup> October 2025 at 7.30pm – Marshalswick Community Centre**