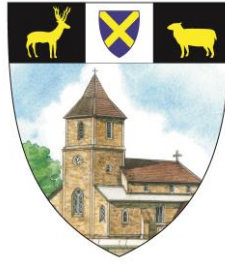


Sandridge Parish Council



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

Tel: 01727 831871
www.sandridge-pc.gov.uk
Email: clerk@sandridge-pc.gov.uk

5th October 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 11th October 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**
- 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 MEETING OF THE PARISH COUNCIL HELD ON THE 13th SEPTEMBER 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 14th September 2023 to 11th October 2023. These accounts are due to be paid on Friday 13th October 2023. It is;

Recommended

That this schedule is approved for payment by Full Council.

7. New Website

To receive from the PACE Officer an interactive update on the new Parish Council's website, now ready for launch.

8. Members Allowances

Please see attached the Parish Council's policy on Member's Allowances. The Clerk is not recommending any amendments to these but the District Council's remuneration panel will require confirmation of review. It is;

Recommended

That members review the allowances and formally agree rates to remain as current.

9. External Audit of the 2022/23 Annual Governance and Accountability Return (AGAR)

The Parish Council's external auditor, PKF Littlejohn, has again returned an unqualified audit of the Parish Council's AGAR (Section 3 enclosed). The period for the Exercise of Public Rights produced no enquiries from members of the public. The audit certificate has been displayed along with the Notice of Conclusion of Audit on the Parish Council's website and noticeboards. It is;

Recommended

That Members formally note the conclusion of the external audit of the Annual Return.

10. RAAC Surveys at Community Centres/Parish Office

Members are aware through recent communications that the Centres Manager has obtained three quotes to survey our centres for possible use of RAAC (aerated concrete) in their construction and that the estimated cost of these surveys, £1,500, is unbudgeted expenditure.

Additionally, the District Council has enquired whether surveys have been carried out in advance of booking each centre for next year's elections. The Clerk has spoken to the Parish Council's insurers and a survey is not required for the Council's public liability cover to remain valid. The Local Government Association is recommending that checks are completed on all public buildings. It is;

Recommended

That Members confirm if surveys are to be carried out.

11. Remembrance Day Representation

To agree representation at local Remembrance Day events. The Parish Office has two poppy wreaths available.

12. Budgetary Control

A report taken to the September Finance Committee projected net expenditure for 2023/24 of £306,453 against the budget of £343,095, a projected underspend on budget of £36,642. Please note that this is an early projection, subject to a number of uncertainties.

Key variations expected within the year include;

Higher than budgeted hall hire income (£7,500)

Higher than budgeted interest received (£4,500)

Cancelled community event (£10,000)

No new items on the Grounds Maintenance contract (a provision was made) (£4,500)

Lower energy use at halls than budgeted (£3,500)

13. Matters of Note

- Further to Councillor Lambert's kind offer last month, a Climate Fresk session has been arranged for October 23rd for those councillors and staff who expressed an interest.
- The District Council continues to review options for the Sandridge village public toilets in the Village Hall car park. For this year, the likely solution will be to fully modernise the Accessible Toilet only to be available to all users, thus ensuring at least one facility in the village. The timescale for this is likely to be weeks, not months.
- The new clothing banks in the Parish Office car park are being emptied frequently and no fly tipping has occurred. If this continues the Clerk will bring a recommendation to Full Council to expand the facility to other car parks.
- Sally Evans, one of the community garden's founding volunteers has sadly moved away. Sally's horticultural knowledge and common sense approach often proved invaluable and many of the garden's plants were generously donated from those she had grown at her Ridgeway home from seed.
- A traffic consultant has been employed through the Sports and Recreation Committee in respect of Highways concerns relating to the proposed pump track. It is hoped that this will move the project forward from its current position.

COUNCILLOR AND COMMITTEE REPORTS

14. Grant Applications

There have been no applications this month.

15. New Bike Rack for the Community Garden and Library

Councillor Wells and the Marshalswick Library Manager are in continued discussions regarding gaining approval to install a planter/bike rack at the front of the library building. It is hoped that, subject to approval of the design, this may still be achievable.

The Jersey Farm Woodland Park Committee has the installation of a bike rack at the park in its 2024/25 Management Plan. It is;

Proposed

That if the Library is unable to accommodate the rack, the £1,000 funding approved be used instead to accelerate the Woodland Park installation (subject to committee approval of design and location).

16. Lych Gate

A verbal update from Councillor Roberts on the Lych Gate restoration project.

17. Bentsley Spinney

A written report to be tabled by Councillor Chachulski on a meeting held at Bentsley Spinney with the District Council's Green Spaces Manager on October 6th.

18. St Albans District Association of Local Councils (SADALC)

A verbal update from Councillor Hale on a meeting held on October 2nd.

19. Meetings of Committees:

- Jersey Farm Woodland Park Committee 18th September 2023
- Sports and Recreation Committee 20th September 2023
- Finance Committee 25th September 2023
- Community Centres Committee – re-scheduled to October 2nd 2023 - cancelled
- 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 25th September.

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;

2A St Helier Road AL4 9LG 5/2023/1907

29 Wheat Close AL4 9NN 5/2023/1937

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 Parish Council resolves otherwise

Next meeting date – 8th November 2023 at 7.30pm – Marshalswick Community Centre