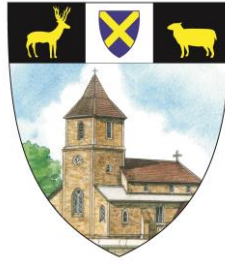


# *Sandridge Parish Council*



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

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

6<sup>th</sup> April 2023

To : Councillors Janet Churchard, Geoff Churchard, John Newton-Davies, Graham Leonard (Chair), June Reid, Neil Harris, John Hale, Patsy Cann, Lyn Bolton, Jennifer Roberts, Jon Hegerty, Samuel Vosper, Jonathan Maskell, John Foster

**You are summoned to attend a meeting of Sandridge Parish Council to be held at Marshalswick Community Centre on Wednesday 12th April 2023 at 7.30pm**

Members of the public and press are invited to attend this meeting **which will be preceded at 7.00 pm by the Annual Parish Meeting.**

*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**

### **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 COUNCIL HELD ON THE 8<sup>th</sup> MARCH 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 9<sup>th</sup> March 2023 to 12<sup>th</sup> April 2023. These accounts are scheduled to be paid on Friday 14<sup>th</sup> April 2023. It is;

#### **Recommended**

That this schedule is approved for payment.

#### **7. Paradise for Pollinators – Wildflowers in Sandridge Parish**

Following a very successful public information evening and a significant number of resident's pledges to sow seeds, a verbal update from the Project, Amenities and Community Engagement Officer.

#### **8. Locality Grant to Celebrate the Coronation and Volunteering**

A Locality Grant of £2,000 has been received from County Councillor Annie Brewster. This is intended to fund a joint celebration of the coronation and of the work of local volunteers. This could include the creation of a permanent piece of sculpture or a commemorative tree (for example).

#### **Recommended**

That members identify an appropriate project on which to use the funds.

#### **9. Designation of Jersey Farm Open Space to become a 'Suitable Alternative Natural Green Space' (SANG)**

Councillors were sent details of this initiative on 17<sup>th</sup> March 2023. Further information may be obtained through the following link [www.stalbans.gov.uk/news/significantly-improved-recreational-green-space-be-created-st-albans-district](http://www.stalbans.gov.uk/news/significantly-improved-recreational-green-space-be-created-st-albans-district) (sent electronically to Members on March 28<sup>th</sup>).

Members may want to ask a member of the Green Spaces team at the District Council to attend a future meeting or to leave that request to the new council.

#### **10. Award of Contract for the Jersey Farm Open Space Bike Track**

Members are aware that the contract to build the Jersey Farm Open Space Bike Track was awarded to JB Extreme in March 2022 following a formal tender process during which the contract was advertised on the Contracts Finder Website in accordance with Standing Orders.

The two bids received were scored by the Proper Officer and two councillors in accordance with Standing Orders, with one bidder scoring more highly than the other.

The Sports and Recreation Committee, having been involved in the specification, were informed of the successful bidder at a meeting on 22<sup>nd</sup> June 2022. Full Council was informed of the successful bidder at a meeting on 11<sup>th</sup> May 2022.

To remind members, staff worked closely with the District Council's Auditor, Procurement Manager and Infrastructure Manager in assessing the procurement process, contract specification and suitability of bidders before awarding the contract. References have been taken up.

The Parish Council's internal auditor has recommended that the award of the contract is formally recorded by Full Council. It is therefore;

#### **Recommended**

That Sandridge Parish Council formally notes the award made to JB Extreme for the provision of the Jersey Farm Open Space Bike Track, subject to contract and planning permission.

## 11. Matters of Note

### - Elections

It is anticipated that co-option to the vacant seats in Beech Bottom, Marshalswick West and Sandridge Village will be brought to Full Council on May 17<sup>th</sup>. The Clerk is currently taking advice on how soon these positions can be advertised.

### - Lloyds Internet Banking

Following further issues with signatories having correct access to the Lloyds internet banking, the Parish Office has worked with the bank to find a resolution. Following negotiation a second compensation payment of £75 has been received. The recent amendment to Standing Orders has assisted this process.

### - Marshalswick Community Centre

Work to repair and repaint the cladding to three sides of Marshalswick Community Centre has completed.

### - CCTV

The CCTV cameras at each end of Marshalswick Community Centre have been fully upgraded through collaboration with the District Council.

### - Tree Work

A significant broken bough has been removed from the Oak at Sherwood Park (by the youth shelter).

### - Internal Audit Report

On March 28<sup>th</sup>, the Parish Council's internal auditor, IAC Ltd, carried out the first stage of a year-end audit. A summary will be circulated when the year-end process is complete and all audit checks have been carried out.

### - Bench

The completely dilapidated bench to the southern end of the William Bell open space has been fully refurbished.

### - Recycling Centre

Residents visiting the recycling centre at Ronson Way are now required to produce evidence of being a Hertfordshire or Essex resident.

### - Motion Sensor Camera

A motion sensor camera has been purchased, primarily to identify wildlife on the Woodland Park.

## **COUNCILLOR AND COMMITTEE REPORTS**

### 12. Grant Applications

- Sandridge Parochial Church Council – cemetery maintenance
- Jersey Farm Day Care Centre – assistance with hire fees
- Sandridge Cricket Club – assistance with grounds maintenance fees
- Holiday at Home (St Mary's) – general funding

*Note: The sum of £5,000 is earmarked from the grant budget for renovation of the Lychgate.*

### 13. St Albans Road (B651)

Please see attached a report and proposal from Councillor Hale regarding traffic calming measures.

#### **14. Meetings of Committees:**

- Sports and Recreation Committee 16<sup>th</sup> March 2023
- Planning Committee 16<sup>th</sup> March and 6<sup>th</sup> April 2023 (see below)
- Jersey Farm Woodland Park Committee 27<sup>th</sup> March 2023

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

*The Council may not make decisions under this item*

#### **16. PLANNING MATTERS**

The Planning Committee met on 16<sup>th</sup> March and 6<sup>th</sup> April 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;

- 67 Harness Way 5/2023/0394
- Sandringham School 5/2023/0186

*Note: further comments may have come from the meeting held on May 6<sup>th</sup>.*

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.

#### **17. 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 – Annual Meeting of the Parish Council 17th May 2023 at 7.30pm – Marshalswick Community Centre.**