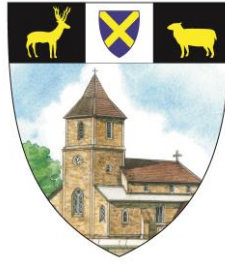


Sandridge Parish Council



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

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

4th July 2024

Email: clerk@sandridge-pc.gov.uk

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, Luke Sieger

You are summoned to attend a meeting of Sandridge Parish Council, to be held at Marshalswick Community Centre on Wednesday 10th July 2024 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
Apologies received from Cllr Wells.

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 12th JUNE 2024

Full Council 10th July 2024

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 13th June 2024 to 10th July 2024. It is;

Recommended

That this schedule is approved for payment on 12th July 2024.

7. Creditor Payments in August

There is no scheduled Council meeting in August. Creditor payments will therefore be made as usual by the Parish Office with the schedule emailed to Members on August 14th and ratified in September at Full Council. It is;

Recommended

That the Council approves the creditor schedule being sent electronically in August before being ratified in September (this approval is an audit requirement).

8. Standing Orders – Substitute Committee Members (Councillors only)

On June 19th it was necessary to cancel the meeting of the Sports and Recreation Committee through it not being quorate. The agenda contained recommendations to approve expenditure on sports and playground facilities of circa £49,000. The Clerk was not satisfied that Standing Orders are sufficiently clear on whether a substitute member (of The Council) is able to sit on a committee at short notice and have full voting rights. Item 4D(v) states;

The council may appoint standing committees or other committees as may be necessary, and: may, subject to standing orders 4(b) and (c) above, appoint and determine the terms of office of the substitute members to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer at any point before the meeting that they are unable to attend;

Note: Standing Orders 4b & 4c do not apply, this proposal relating solely to Councillors.
It is;

Recommended

That the following is added to Standing Order 4D(v) – *The Proper Officer may invite a substitute Councillor to sit on a committee for a single meeting and with full voting rights only where an approved committee member (Councillor) has given notice of being unable to attend and that absence would result in the meeting not being quorate in accordance with the committee's Terms of Reference. The invitation to be made to all councillors not on the committee in the first instance.*

9. Review of Sandridge Parish Council Disciplinary Policy

Members are asked to review the Parish Council's Disciplinary Policy, adopted in February 2021 – a copy is attached.

Recommended

That the Sandridge Parish Council Disciplinary Policy be re-adopted.

10. Installation of Mixed Recycling Bins

As previously reported to the Council at the November meeting, on behalf of the Committee for Sustainability the Clerk has been pursuing the installation of two dual recycling bins in each of Spencer Meadow and Sherwood Park parish open spaces. All waste from our open spaces currently goes to landfill. The model agreed in principle is as follows:

- The Parish Council buys and installs two dual bins, one at each of the two sites.
- John O'Conner Ltd empty the bins daily, taking the recyclables to the local Veolia depot.
- The approximate cost of each dual bin, including installation is £800.
- The annual cost of collection from each dual bin is £1,179. It may be possible to offset the cost of collection from an existing general waste bin (£214), dependent on precise location.

Members are asked to note that the Committee for Sustainability has approved funding for the initiative as follows:

- The purchase and installation of two new bins from a combination of John O'Conner new items (£400), Street Scene Initiatives (£500) and Sustainability Projects budgets (£700).
- The funding of the collection of the bins for the last quarter of 2024/25 in the total sum of £589 from the John O'Conner new items budget, with a new budget item in 2025/26 of £2,356, subject to approval from Full Council at the November/December meeting. The Committee for Sustainability may use earmarked income from the clothing banks to fund future bin collections and this will be proposed at the next meeting of that committee.

11. Installation of Hot and Cold Water Dispensers in Marshalswick Committee Room

The Centres Manager has provided a report with proposal for the installation of hot and cold water dispensers in Marshalswick Committee Room.

12. Sports and Recreation Expenditure 2024/25

At Full Council on 10th April it was agreed that, in addition to the 2024/25 budget, the committee would have access to the funding remaining in reserves following the cancelation of the pump track. This was approved on the understanding that the committee would report to Full Council what works/installations were being carried out. Details of works approved at the Sports and Recreation Committee held on 28th June are as follows;

- Spider Climber and replacement football wall at Sherwood Park Open Space
- Removal of horse apparatus and installation of inclusive group seesaw at William Bell Open Space
- Expansion of wetpour surfacing at Harness Way Open Space
- Replacement timbers on the slide in St Leonards Open Space
- Replacement hanging loop and deteriorated timbers in Jersey Farm Adventure Playground
- Replacement swing seats in Damson Way and St Leonards Open Spaces

The Committee also agreed to allow a further 10% (£4,800) of the above total spend to further maintenance works following recommendations from the Play Inspection Company in their annual reports. It is;

Recommended

That the Council formally notes these works.

13. Matters of Note

- The Clerk and Deputy Clerk have met with two members of the Jersey Farm Residents Association regarding meeting regularly, potentially to collaborate on local issues. Ward councillors will always be invited to future meetings which are likely to be held monthly.
- The Clerk has been informed by St Albans District Council (SADC) that it is hoped devolution of the Woodland Park and the Sandringham Crescent Open Space will complete within 2024/25.
- The Project, Amenities and Community Engagement (PACE) Officer has received an extensive list of works to be undertaken arising from the annual SADC tree survey.

- At a meeting held on 25th June, the Committee for Sustainability committed to a new parish-wide initiative to lead a project in collaboration with the HMWT, Sustainable St Albans, the MNRA, the JFRA and other national organisations to promote the protection and wellbeing of endangered wild birds locally, this initiative to commence in the autumn.
- 1,210 kg of shoes and clothing were collected from the Parish Council's clothing banks in May.

COUNCILLOR AND COMMITTEE REPORTS

14. Grant Applications

Community First Responders, East of England Ambulance Service NHS Trust

15. Temporary Closure of B651 St Albans Road

Attached is a report from Cllr Hale updating Members on the planned closure of the B651 following a meeting with Herts County Council (HCC) officers and a representative of the company that is working with the utilities on the management of the proposed works. A copy of the Public Notice of the temporary Order and plan is also attached, and notes from Cllr Hale following the meeting were shared with all councillors by email on 21st June 2024.

16. Notice of Appeal from Brett Aggregates – Quarry at former Hatfield Aerodrome

Attached is a report with recommendation from Cllr Hale concerning the appeal from Brett Aggregates following refusal of planning permission for sand and gravel excavations at the former Hatfield Aerodrome site.

17. HAPTC Executive

A verbal update from Councillor Hale on a recent meeting of the HAPTC Executive.

18. Structural Survey of Marshalswick Community Centre

Following discussions at the last meeting of the Full Council, Cllr Leonard has now received an estimate of the likely cost not exceeding £7,500 to undertake a comprehensive structural survey of Marshalswick Community Centre as a pre-requisite to budgetary discussions in the autumn concerning setting aside an annual funding amount for future development of the building. Subject to seeking a further two quotations for a survey of like-kind, the Council is asked to approve a sum of up to £7,500 within the current financial year in order that such a survey may be undertaken. It is;

Proposed

To approve an amount of up to £7,500 to undertake a comprehensive structural survey of Marshalswick Community Centre to provide essential information to inform discussions during the autumn budgeting process about building a fund towards potential development of the building at some point in the future.

19. Report on Proposed Application to Modify the Herts County Definitive Map

Attached is a report with recommendation from Cllr Ternouth concerning a proposed application on behalf of Sandridge Parish Council to modify the definitive map.

20. Meetings of Committees:

- Sports & Rec Committee 28th June (postponed from 19th June)
- Committee for Sustainability 25th June
- Jersey Farm Woodland Park Management Committee 1st July
- Planning Committee – see below

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

The Council may not make decisions under this item

22. PLANNING MATTERS

The Planning Committee met on 1st July 2024.

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;

Plot 107, Land Adjacent Bridge Cottages, Sandridgebury Lane 5/2023/1059
APP/B1930/W/23/3334568

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.

23. 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 – 11th September 2024 at 7.30pm – Marshalswick Community Centre