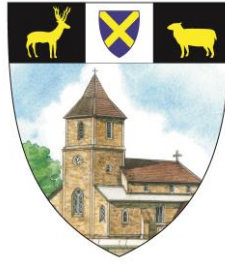


Sandridge Parish Council



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 September 2024

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 11th September 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 Cllrs Chalkley, 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 MEETING OF THE PARISH COUNCIL HELD ON THE 10th JULY 2024

Full Council 11th September 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 11th July 2024 to 14th August 2024, having been previously circulated. It is;

Recommended

That payment of this schedule, made on 16th August is ratified by Members.

Please also see a schedule of creditor payments for the period 15th August to 11th September 2024. It is;

Recommended

That Members approve payment of this schedule on 13th September 2024.

7. Community First Responders

At its July meeting, Sandridge Parish Council awarded a grant of £1,200 to Community First Responders. Mr George Bates, a Community First Responder volunteer, will join the meeting to provide more information about this organisation and the work it carries out locally and across the district.

8. Street Name Suggestions – Land between Hopkins Crescent and the Former Baptist Chapel, St Albans Road, Sandridge

The Council has been approached by the District Council, on behalf of Hightown Housing Association, seeking suggestions of a street name for the new site built on land between Hopkins Crescent and the Former Baptist Chapel, St Albans Road, Sandridge. An email to this effect with a site map attached was forwarded to all Councillors on 17th July and again on 12th August. It is;

Recommended

That Members discuss any suggestions made and agree a shortlist to forward for Hightown's consideration (attached is the single suggestion to date, received from Councillor Wells). Any suggestions must be forwarded to Hightown no later than September 12th.

9. Schedule of Action Points

At Full Council on 8th May the Clerk proposed producing a schedule of tasks requiring action as an appendix to future minutes. It was hoped this would create a quick reference point for Members and Officers wanting to identify outstanding tasks. It was resolved to trial this for three months. It is;

Recommended

That Members consider the usefulness of this document and whether they wish it to continue.

10. Flowers Flowers

Please see attached a communication received from a local business asking permission to trade from the Ridgeway car park for four days a week. This was sent electronically to Members on August 28th. The Clerk is not aware of any barriers to what is being proposed beyond the loss of a single parking space. It is;

Recommended

That Members consider the request which, if approved, would be subject to a simple licence between the business and the Parish Council. Members may wish to trial this initiative for a month.

11. Playground /Sports Installations

The PACE Officer to verbally update Members on the progress of installations begun through the Sports and Recreation Committee.

12. External audit 2023/24

The Parish Council's External Auditor, PKF Littlejohn, has completed the 2023/24 audit (attached). There were no issues requiring attention or recommendations made. A Notice of Conclusion of Audit will be published on the Parish Council's noticeboards and website for a period of 14 days. This will be reported to the Finance Committee on September 23rd.

13. 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 9th August 2024. It is;

Recommended

That Sandridge Parish Council resolves to re-adopt the policy as circulated on 9th August for review in September 2025.

14. Safety of Lithium Ion Batteries

An email was sent to Members on July 10th regarding the safety issues around lithium ion batteries, particularly in scooters and ebikes. The Clerk was asked to include the matter on this agenda to allow members to decide whether to support the campaign to introduce a Bill to improve the safe use and disposal of these batteries. Members will note that both NALC and the SLCC have endorsed the campaign. A copy of the draft Bill is attached. It is;

Recommended

That the Council considers whether to support the draft Bill and ask the Clerk to write in support of the campaign.

15. Matters of Note

- New carpet has been fitted in the Parish Office and reception hall.
- Following the approval of funding, the PACE Officer is seeking three quotes for a full structural survey of Marshalswick Community Centre.
- The proposed bike rack to the front of Marshalswick Library has not yet received approval. The library manager is hopeful of this happening soon.
- Timber planters have been installed at the entrance to Marshalswick Community Centre to provide a brighter welcome to Hall users and their guests.
- The obsolete Christmas tree lights to the front of Marshalswick Community Centre have been removed with new, brighter sets replacing them.
- The new Quadrant bus shelter (opposite the community garden) and planters are now on order through Herts County Council. Councillor Chalkley has been liaising with officers.
- BOAT 3 (Byway Open to All Traffic) running through Bentsley Spinney has been resurfaced by the County Council.
- Filming will take place at Marshalswick Community Centre on Friday 20th September for a scene in a new ITV drama called 'Code of Silence'. It is likely that a number of parking spaces will need to be reserved for film crew on the day.

COUNCILLOR AND COMMITTEE REPORTS

16. Grant Applications

There have been no grant applications this month.

17. Woolam Park – Pre Application Engagement

A verbal update from Councillor White on a meeting attended on August 19th.

18. St Leonard's Flower Festival

This year's festival theme is Remembrance and Thanksgiving. Councillor Roberts will be creating a display on behalf of the Parish Council. It is;

Proposed

To approve funding of up to £100 for this purpose.

19. Meetings of Committees:

- No committee meetings
- 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 22nd July, 12th August and 2nd September 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;

- 23 Windmill Avenue, St Albans, AL4 9SH – Planning Application: 5/2024/1072
- Land at Hatfield Aerodrome, Off Hatfield, Herts, St Albans, AL4 OLU
Appeal: APP/M1900/W/24/3346607
- 1 Slimmons Drive AL4 9AN 5/2024/1406
- 18 Hazelmere Road AL4 9RW 5/2024/1408

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 – 9th October 2024 at 7.30pm – Marshalswick Community Centre