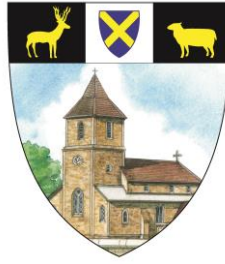


# ***Sandridge Parish Council***



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

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3<sup>rd</sup> October 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 9<sup>th</sup> October 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](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 PARISH COUNCIL HELD ON THE 11<sup>th</sup> 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 12<sup>th</sup> September 2024 to 9<sup>th</sup> October 2024. These accounts are due to be paid on Friday 11<sup>th</sup> October 2024. It is;

#### **Recommended**

That this schedule is approved for payment by Full Council.

#### **7. Protocol for pre-planning application consultation**

To review and re-adopt the attached Protocol for pre-planning application consultation. Members have recently been involved in pre-application consultations and may therefore have a view on how well this policy has worked.

#### **8. Members Allowances**

Please see attached the Parish Council's policy on Member's Allowances. The Clerk is not recommending any amendments 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. Committee Room Meeting Tables**

The Clerk and Community Centres Manager have discussed the configuration of tables in the Committee Room at Marshalswick Community Centre and how the current set up can impact lettings. There are examples of groups who would be able to use the space if the facilities were more flexible. This would probably involve a move to;

- Quality stackable or foldable tables
- Tables that can be configured to form squares, a rectangles or an oval.
- Tables that can line the walls of the Committee Room
- Tables that can easily be moved to the Hall, outdoors or to Jersey Farm if required.

The existing tables are cumbersome to move and very difficult to take through to the Hall. The disposal of the existing round table has been discussed before with a firm intention to revisit the matter in the future. The increase in lettings and enquiries to use the room suggest this may be a good time to review the use of the space. It is;

#### **Proposed**

That members consider the above and if approved, budget £1,750 in 2025/26 for the replacement. A recommendation of what furniture would be most suitable would be brought back to Full Council in the coming months.

#### **10. Maximum Spend using a Debit Card – Financial Regulations**

Current Financial Regulations allow the Parish Council's Debit Card to be used for purchases up to £500 unless authorised in advance by the Council or the Finance Committee. There is a rising expectation that online orders are paid for on being placed and consequently the current ceiling of £500 can be restrictive. On September 23<sup>rd</sup> the Finance Committee resolved to approve an increase to the ceiling from £500 to £1,000. It is;

#### **Recommended**

That Full Council ratify an amendment to the Financial Regulations to this effect.

### **11. Community Centres Biannual Report**

Please see attached a report from the Community Centres Manager.

### **12. A verbal update from the Project, Amenities and Community Engagement Office**

To receive an update on ongoing sports and play equipment installations.

### **13. 2024/25 Budgetary Control**

The Finance Committee reviewed a budgetary control report showing projected net expenditure for 2024/25 of £366,128 against the budget of £360,305. This gave a projected overspend on budget of £5,823. It was noted that this is an early projection, subject to a number of uncertainties. To give the projection context, the Sports and Recreation Committee are projecting an overspend on budget of £28,006. This is approved expenditure following the release from reserves of funds earmarked for the pump track. Without this the projected outturn would be an underspend of circa £22,000. The following are contributory to the projected outturn:

Higher than budgeted Hall hire income (£8,990)

Higher than budgeted interest received (£1,789)

Reduced community event costs (£3,910). Some expenditure charged to 2023/24

Smaller number of new items expected on the Grounds Maintenance contract (£4,125)

Approved overspend on Sports facilities & Playgrounds £28,006 - funded from money earmarked for the pump track

### **14. Review of task schedule.**

To review the attached schedule of tasks.

### **15. Matters of Note**

- The road name suggested by Councillor Wells for the new development off Sandridge High Street has been approved by the developer/District Council. The street shall be known as Warner Close after Edward Warner VC, a local man and soldier in WW1.
- An information evening promoting the Parish Council's Swift initiative shall be held at Marshalswick Community Centre on November 14<sup>th</sup>. Mr Tim Hill of the Herts and Middlesex Wildlife Trust will be speaking. Members of the public are very welcome to attend.
- Filming of the ITV drama Code of Silence at Marshalswick Community Centre went very well with minimal disruption to hirers other than the loss of the two car parks for 24 hours.

## **COUNCILLOR AND COMMITTEE REPORTS**

### **16. Grant Applications**

There have been no applications this month.

### **17. Local Plan – Regulation 19 Consultation**

The draft St Albans Local Plan 2041 has now been published for its Regulation 19 consultation. The Plan will be available for representations to be made between 26<sup>th</sup> September 2024 and 8<sup>th</sup> November 2024. Please see enclosed a report and recommendation by Councillor Hale.

### **18. Meetings of Committees:**

- Jersey Farm Woodland Park Committee 16<sup>th</sup> September 2024
- Committee for Sustainability 17<sup>th</sup> September 2024
- Sports and Recreation Committee 18<sup>th</sup> September 2024
- Finance Committee 23<sup>rd</sup> September 2024
- Planning Committee – see below

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

*The Council may not make decisions under this item*

## **20. PLANNING MATTERS**

The Planning Committee met on 23rd 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;

8 Kingsmead AL4 9JG 5/2024/1567

16 Chiltern Road AL4 9TE no application reference yet created

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.

## **21. 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 – 13<sup>th</sup> November 2024 at 7.30pm – Marshalswick Community Centre**