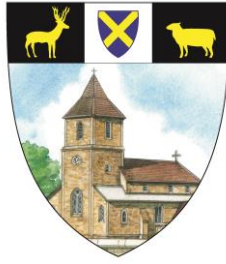


Sandridge Parish Council



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

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

6th February 2025

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 12^h February 2025 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.

AGENDA

- 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 11th DECEMBER 2024**
- 4. QUESTIONS TO OFFICERS**

Full Council 12th February 2025

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 12th December 2024 to 8th January 2025, having been previously circulated. It is;

Recommended

That payment of this schedule, made on 10th January 2025, is ratified by Members.

Please also see a schedule of creditor payments for the period 9th January 2025 to 12th February 2025. The accounts under the heading 'Online Transfers' are due to be paid on Friday 14th February 2025. It is;

Recommended

That Members approve payment of this schedule on 14th February 2025.

7. 2024/25 Budgetary Control

A detailed budgetary Control Report was reviewed by the Finance Committee on February 10th. The projected outturn was noted to be £341,016 against the budget of £360,305 giving a projected underspend on budget of £19,289. Key contributors to this are;

- An approved overspend on the Sports and Recreation cost centre (£12,300)
- An underspend on the Grounds Maintenance contract resulting from no asset transfers this year (£4,900)
- Increased community centres income (£24,000)
- Enhanced cleaning to both centres (£3,500)

It is;

Recommended

To review and formally note this projection.

8. Mobile food Vendor in the Village Hall / Spencer Meadow Car Park

On 28th January the Clerk forwarded to members a request from a local trader to sell fish and chips from a van at this location for one evening a week. It is;

Recommended

That members decide if this would be acceptable in principle, as a trial perhaps and for the Clerk to first establish whether the requisite street trading licence is held.

9. Parking Bays at Marshalswick Community Centre

Members will be aware that a working party was recently formed to look at the issues of parking in the two car parks to either end of Marshalswick Community Centre. It was decided not to proceed with tariffs/barriers at this time, however the difficulties experienced by hirers in finding spaces at the Community Centre (not library) car park continues.

The two most cost-effective methods of part-addressing these issues would be to (a) install signs at the back of, say, five spaces informing drivers the spaces are reserved for users of the Hall and (b) mark the same bays with a strong colour to ensure they stand out and appear 'different' to drivers entering the car park. Estimates for these costs are £620 and £1,375 respectively (total £1,995). A brief meeting of the working party has also produced a further option for consideration, where the end three spaces on both side of the car park are separated from the remainder by a 'barrier'. This idea will be progressed further by the Working Party and brought back to the Council at a later date.

In the interim, it is:

Recommended

To consider implementing one or both of the above measures at the earliest opportunity in order to respond to hirers concerns.

10. B651 Traffic Calming

County Councillor Allison Wren to update The Council on imminent traffic calming works near the junction of St Albans Road and Sandringham Crescent.

11. Annual Parish Council Risk Assessment

On February 4th 2025 the Deputy Clerk and the Clerk worked through the Parish Council's Local Council Risk System (LCRS) for the coming year. A summary is attached. The assessment covers all aspects of the Parish Council's operations including financial, physical, reputational and environmental risks. Each receives a score according to the likelihood and impact of the individual risk and actions to mitigate uncontrolled risks are then recorded. No uncontrolled risks were identified during this year's assessment. It is;

Recommended

That completion of the assessment is formally noted. A full copy of the document is available on request at the Parish Office.

12. Spencer Meadow – Advertising on the Perimeter of the Football and Cricket Pitches

An opportunity has arisen to erect advertising banners/hoarding around the Spencer Meadow pitches and so raise funds for the clubs and the Sports Association. It is;

Recommended

That Members agree in principle to advertising being permitted around the perimeter of the pitches to raise funds for the benefit of the clubs and Sandridge Youth and Sports Community Association. It will still be necessary to seek opinions from other stakeholders and planning permission may also be required. It is further;

Recommended

To approve payment of the appropriate planning fees should planning permission be required and the consensus is to move forward.

13. Matters of Note

- Staff appraisals were carried out in January 2025. These were taken to the HR Committee on 3rd February.
- The new planter/bike rack outside the library has been installed by Councillors Wells and Chalkley. It has been filled with compost donated by John O'Conner Ltd and filled with plants from a local nursery.
- The Parish Council will host its first Repair Fair on 15th February at Jersey Farm Community Centre. This will be subject to pre booked slots (via Eventbrite) with St Albans Fixers acting as our guests.
- All three Parish Council owned defibrillators have had their batteries replaced. These have a life of five years.
- On March 5th the Sports and Recreation Committee will consider the work of an alternative local street artist to complete the skate ramp artwork.
- The Parish Conference will be held in the District Council Chamber on March 18th in the afternoon. Details to follow but please pencil in the date and let The Clerk know if there is an agenda item you'd particularly like to see. Devolution is likely to feature strongly.

COUNCILLOR AND COMMITTEE REPORTS

14. Grant Applications

- Sandridge 10K Run
Any award to be made using S.137 of the Local Government Act 1972

15. Meetings of Committees:

- Jersey Farm Woodland Park 13th January 2025
- Committee for Sustainability 21st January 2025
- Human Resources Committee 3rd February 2025
- Finance Committee 10th February 2025
- Planning Committee – see below

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

The Council may not make decisions under this item

17. PLANNING MATTERS

The Planning Committee met on 16th December 2024, 13th January 2025 and 3rd February 2025. The 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;

- 40 Ardens Way 5/2024/2017
- Ardens Rise House 5/2024/1726
- 16 Chiltern Road 5/2024/1853
- 54 Barnfield Road 5/2024/2005
- Land Adjacent 38 House Lane 5/2024/2093
- 44 The Ridgeway 5/2024/1942

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.

18. 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 – 12th March 2025 at 7.30pm – Marshalswick Community Centre