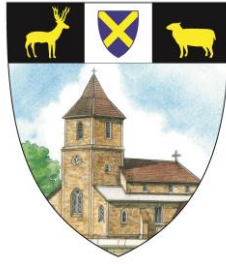


# Sandridge Parish Council



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

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6<sup>th</sup> March 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<sup>th</sup> March 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](mailto:clerk@sandridge-pc.gov.uk) or by post, address as above.

## AGENDA

- 1. TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE**  
Councillors Raihaanah Ahmed, Adam Twidell
- 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 12<sup>th</sup> FEBRUARY 2025**

#### **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 13<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025. The accounts under the heading 'Online Transfers' are due to be paid on Friday 14<sup>th</sup> March 2025. It is;

#### **Recommended**

That the Online Transfers schedule is approved for payment and all other payments are ratified by Full Council.

#### **7. New NALC Financial Regulations**

In October 2024 the Finance Committee resolved that Committee Members would review a draft of the Financial Regulations, amended by the Deputy Clerk to reflect the new updated NALC model and further amended to reflect changes previously made to the original model by Sandridge Parish Council. The Deputy Clerk and Councillor Hale then met separately to review the amendments. There was a Finance Committee meeting on 10<sup>th</sup> February 2025 when it was resolved to recommend the amended version to Full Council. It is therefore;

#### **Recommended**

That Councillors review the draft as attached and adopt it as amended.

#### **8. Finance Committee Terms of Reference**

Following review of the new draft Financial Regulations (please see above), amendments have been made to the Committee Terms of Reference to reflect the Committee responsibilities referenced in the Financial Regulations. Please see Points 12 and 13 in the attached copy of the Terms of Reference. It is;

#### **Recommended**

To review and adopt the amended Finance Committee Terms of Reference as attached.

#### **9. Committee Room Tables**

Please see enclosed details of the proposed replacement Committee Room tables. These are considered by the Centres Manager and Clerk to be suitable alternatives to those currently used but with the following enhancements;

- Able to be configured in a variety of ways depending on the occasion/meeting size
- Fully foldable
- Robust but more easily moved therefore reducing any risk of injury

The estimate for replacement tables (including corner units) was approved in October at £1,750, however the actual cost has now proved to be higher. The best quote received for tables of an acceptable quality is £2,582, negotiated down to £2,348. The Centres Manager is fairly confident of achieving £150 for the existing round table (having contacted a large number of furniture dealers) leaving a net deficit of £448. It is;

#### **Recommended by the Clerk and Centres Manager**

1. For Members to approve the additional cost of £448 (from the 2025/26 budget)
2. To approve the furniture range attached with the agenda

## **10. Sandridge Village Finger Post**

The finger post at the junction of Sandridge High Street and House Lane has been removed following vandalism. It's likely someone hung from one of the fingers, pulling the whole post over where there was rot at ground level. Two fingers have previously been broken off and replaced at great expense and some difficulty (the fingers are composite and are not designed to be replaced). The fingers pointed to Sandridge School, Sandridge Scouts, Spencer Hall and St Leonard's Church.

A quote of £1,327 (net) has been obtained to replace the post (excluding installation). It's unknown what agreements were in place with both Highways and the local Planning Authority when the post was first installed. It is;

### **Recommended**

That Council decides whether to replace the post or whether, given mapping technology, it would now be redundant.

## **11. Matters of Note**

- The owners of Flowers Flowers are anticipating taking occupation of the allotted car parking space as previously approved in mid to late March.
- The swift box built by Councillor Wells has now been installed in St Leonard's church tower following a successful collaboration between the Diocese and the Parish Council.
- The Repair Fair hosted by the Parish Council on 15<sup>th</sup> February at Jersey Farm Community Centre was a great success with 61kg of landfill being saved through repair (24 items fixed). The Parish Office and Councillor Wells will liaise with St Albans Fixers to determine next steps. The next possible time the Parish Council can host is 2026.
- The Library of Things (also known as Share St Albans) will be using half of one of the Parish Council's two garages, the other half being used currently by the gentleman who maintains the Marshalswick Community Centre grass. The progress of this new scheme will be discussed further by members of the Committee for Sustainability at its April meeting.
- The Parish Council's internal auditor will be attending the Parish Office on April 28<sup>th</sup> to carry out the year-end internal audit.
- The four clothing banks collected a little short of three metric tonnes of clothing and shoes in January. The commission rate has, unfortunately, remained low (this is set nationally).

## **COUNCILLOR AND COMMITTEE REPORTS**

### **12. Grant Applications**

There are no applications this month.

### **13. Proposed Housing Development – North East St Albans**

Please see enclosed a report and recommendation from Councillor Ternouth.

### **14. Sandridge Youth and Sports Community Association**

A verbal update on recent meetings from Councillor Hale.

### **15. Meetings of Committees:**

- Sports and Recreation 5<sup>th</sup> March 2025 - postponed
- Planning Committee – see item 17

### **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 24th 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;

- 49 St Leonard's Crescent 5/2025/0002

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 – 9<sup>th</sup> April 2025 at 7.30pm – Marshalswick Community Centre. This is preceded by the Annual Parish Meeting at 7pm.**