***SANDRIDGE PARISH COUNCIL***

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**SANDRIDGE PARISH COUNCIL** Met at Marshalswick Community Centre on Wednesday 11th June 2025 at 7.30pm

**PRESENT:** Councillors Jenny Roberts, John Hale, Maurice Wells, Julie Oakley Graham Leonard (Chair), Mike White, Mary Ternouth, June Reid, Adam Twidell and James Lambert

**OFFICERS:** Simon Thwaites, Parish Clerk, Emma Hostler, Deputy Parish Clerk, Rebecca Pannese, Project Amenities and Community Engagement (PACE) Officer

**ABSENT:**  -

**IN ATTENDANCE:** A candidate for co-option to the Parish Council

**5957** **TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Councillors Carol Chalkley, Raihaanah Ahmed (*received on the night by email)*, Debbie Chachulski.

**5958 DISCLOSURES OF INTEREST AND DISPENSATIONS**

 Councillor Roberts declared herself a member of the St Leonard’s Parochial Church Council (see grants).

**5959 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON 14th MAY 2025**

The minutes of the meeting of the Council held on 14th May 2025 were reviewed. They were agreed to be a correct record and it was;

**Resolved**

That the minutes of the meeting be approved and signed by the Chair.

**5960 QUESTIONS TO OFFICERS**

There was none.

**5961 PUBLIC PARTICIPATION**

There was none.

 **CLERK’S REPORTS**

**5962** **Monthly Accounts**

Members reviewed a schedule of creditor payments for the period 15th May 2025 to 11th June 2025, having been previously circulated. Questions were asked and responded to before it was unanimously;

**Resolved**

To approve payment of this schedule on 13th June 2025.

**5963** **Co-option**

Members considered an application for co-option to the Parish Council, having first noted that all necessary legal procedures had first been followed and the Council’s policy on co-option followed. A vote was taken before it was unanimously;

**Resolved**

To elect Anne Thomas as Member for Beech Bottom ward.

**5964 Asset Register**

It was noted that the Finance Committee reviewed the Parish Council’s Asset Register on June 2nd as an audit requirement including a review of acquisitions/disposals in the 2024/25 year. The Clerk undertook to carry out an audit of the register in the coming 12 months, following which it was unanimously;

**Resolved**

To approve the Asset Register as circulated.

**5965 Internal audit – Year end 2024/2025**

The Council reviewed details of the internal audits carried out last Autumn and at 2024/25 year end. The following reports were discussed and questions were asked of the Clerk (as RFO).

* The Internal Audit Analysis
* The Auditor’s observations and the Clerk’s responses
* The Auditor’s covering letter

It was noted that, whilst there were observations made, the auditor, Kevin Rose of Internal Audit Services Ltd, found all relevant internal control objectives to have been met. Also attached was the signed Internal Audit report (part of the Annual Governance and Accountability Return) in which no items were raised as requiring The Council’s attention. These were also reviewed by the Finance Committee on June 2nd.

It was unanimously;

**Resolved**

To formally note the audit reports as circulated.

**5966 2024/25 Budgetary Control (outturn)**

Councillors reviewed a budgetary control report showing outturn for 2024/25. It was noted that net expenditure was £342,747 against an approved budget of £360,305. This gave a reduction on budgeted net expenditure of £17,559. Material variations were summarised as;

* Approved additional expenditure through the Sports and Recreation Committee
* No new assets transferred from the District Council
* Increased Community Centre Income/understated budget

The report was formally noted.

**5967 Reserves**

A table of earmarked and general reserves at year-end was reviewed and formally noted.

**5968 2024/25 Annual Governance and Accountability Return (AGAR)**

A set of Supporting Statements compiled by George Street Accountants, together with a copy of the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2025 was reviewed. Also reviewed was a table of variations on outturn between 2023/24 and 2024/25 as required by the external auditor. These were also reviewed by the Finance Committee on June 2nd 2025. It was unanimously;

 **Resolved**

That Full Council acknowledges responsibility for ensuring there is a sound system of internal control, including the preparation of the Supporting Statements. Also that it confirms that to the best of its knowledge and belief, with regards to the Supporting Statements for year ended 31st March 2025, the 2024/25 Annual Governance Statement should be approved and that the Chair of The Council and the Parish Clerk should sign Section 1 of the AGAR. It was further unanimously;

**Resolved**

That Full Council confirms that to the best of its knowledge, the 2024/25 Accounting Statements contained in the Annual Return, plus the explanation of variances represent the financial position of the Council for the year ended 31st March 2025 and that the Parish Council Chair should sign Section 2 of the AGAR, the Parish Clerk (as RFO) having done so prior to this meeting in accordance with regulations.

**5969** **The Exercise of Public Rights 2024/25**

The Exercise of Public Rights, during which members of the parish are able to inspect the Annual Return and supporting statements and raise any issues of concern with the external auditor was agreed to run from the 13th June 2025 to 24th July 2025. It was unanimously;

**Resolved**

To formally note and approve these dates and note also that all regulations in this regard have been complied with.

**5970 Matters of Note**

* Resurfacing of the Sherwood Avenue Multi Use Games Area (MUGA) is complete.
* The Astro turf pitch at Spencer Meadow has been fully washed and treated by a specialist company.
* Hanging Baskets have been hung throughout the parish through the Grounds Maintenance contract.
* The street artist’s design workshop in respect of decorating the skate ramp was successful with around 20 attendees bringing their ideas. A feedback session was held on 5th June at Jersey Farm Community Centre.

**COUNCILLOR AND COMMITTEE REPORTS**

**5971 Grant Applications**

* St Leonard’s Church – Graveyard Extension maintenance.

Members discussed this grant application, following which a proposal was made by Councillor Reid and seconded by Councillor Hale to award the sum of £2,500. It was;

 **Resolved**

 To award the sum of £2,500 towards the maintenance of the graveyard extension (House Lane). It was

 asked that particular attention be given to the maintenance of military graves in both the graveyard and the

 graveyard extension in accordance with the Parish Council’s resolution to support and be party to the Armed

 Forces Covenant.

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**5972** **S6 Bus Service**

Councillors Hale, Ternouth, White and Chalkley confirmed meeting with Mr Robert Handbury of Herts County Council on May 30th regarding to the S6 bus service, particularly in relation to the Oaklands development. It was proposed by Councillor Ternouth, seconded by Councillor Lambert and unanimously;

**Resolved**

That the relevant Councillors are authorised to continue dialogue with HCC Network Planning to try to improve the S6 service and ensure that the provision of other local bus services is not adversely affected. Full Council to be kept informed of any material developments as appropriate.

**5973 Taylor Wimpey/Oaklands**

On the 24th May 2025 Councillors Ternouth, Hale, and Leonard met with representatives of Taylor Wimpey/Oaklands. A variety of issues were discussed including new community buildings, the provision of parking, rights of way and when an outline planning application can be expected. A report compiled by Councillor Ternouth was noted and thanks given.

**5974** **MEETINGS OF COMMITTEES:**

Committee Chairs spoke briefly on committee meetings as below.

- Finance Committee 2nd June 2025

 - Planning Committee – see below

**5975 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA**

- The Clerk informed Members that a large tent pitched on the Jersey Farm Woodland Park has been

 removed following notice by the Council’s Grounds Maintenance contractor.

* The Clerk asked for attendees at a developer pre-application meeting and a list was compiled.

**5976 PLANNING MATTERS**

The Planning Committee met on 19th May and 9th June 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 objected to/commented on since the last Full Council meeting were;

* 13 Briar Road 5/2025/0596
* 45 St Albans Road 5/2025/0589
* The Stables 5/2024/1462

 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.

**5977 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS**

* Sandridge Allotments
* The SYSCA (sports club) – to the July or September meeting
* Woodland Park 2026 Summer Event
* Housing developments in the parish

**Next meeting date – 9th July 2025 at 7.30pm – Marshalswick Community Centre.**

There being no further business, the meeting closed at 8.46pm

  **Chair ………………………………………. Date …………………………......**