

SANDRIDGE PARISH COUNCIL



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Met at Marshalswick Community Centre on Wednesday 10th September 2025 at 7.30pm

PRESENT:

Councillors John Hale, Maurice Wells, Graham Leonard (Chair), June Reid, Adam Twidell, James Lambert, Carol Chalkley, Debbie Chachulski, Jenny Roberts, Raihaanah Ahmed, Mary Ternouth, Mike White

OFFICERS:

Simon Thwaites, Parish Clerk

ABSENT:

Councillor Julie Oakley

IN ATTENDANCE:

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Prior to commencement of the meeting The Chair formally noted the sad passing of former Parish Councillors Lyn Bolton and John Foster.

5999 TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillor Anne Thomas.

6000 DISCLOSURES OF INTEREST AND DISPENSATIONS

Councillor Wells abstained from voting at item 6010, being a member of the applicant organisation.

6001 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON 9th JULY 2025

The minutes of the meeting of the Council held on 9th July 2025 were reviewed. They were agreed to be a correct record and it was unanimously;

Resolved

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

6002 QUESTIONS TO OFFICERS

There was none.

6003 PUBLIC PARTICIPATION

There was none.

CLERK'S REPORTS

6004 Monthly Accounts

Members reviewed a schedule of creditor payments for the period 10th July 2025 to 13th August 2025. It was unanimously;

Resolved

To ratify the payment of this schedule made on 15th August 2025.

Members also reviewed a schedule of creditor payments for the period 14th August 2025 to 10th September 2025, having been previously circulated. It was unanimously;

Resolved

To approve payment of the online transfers on this schedule on 12th September 2025 and to ratify the payment of standing charges and debit card payments already made.

6005 Sandridge Parish Council's Risk Management Policy

Members reviewed the Parish Council's Risk Management Policy. It was;

Resolved

That Sandridge Parish Council re-adopts the policy as circulated for review in September 2026.

6006 Parish Council Logo/Rebrand

The Clerk presented a report regarding the existing Parish Council's crest and 'branding' as used on Parish Council letterheads, buildings, van and welcome signs etc. It was generally agreed that there is the capacity for misunderstanding The Council's role within the current design. Members were asked to send the Clerk their ideas for a fresher, more meaningful design. It was unanimously;

Resolved

To instruct the Parish Office to bring back to a future meeting some draft designs/straplines that would address the above and bring a fresh and modern look to the Council's crest. A budget of £500 within 2025/26 was also approved (if required).

6007 Library of Things

Members reviewed a short written update on the Library of Things (Share St Albans) to whom storage is provided. The Council is happy to be assisting this worthwhile project.

6008 Benches outside Jersey Farm Community Centre

Councillors considered a request by a member of the public for two benches in the vicinity of the Jersey Farm Community Centre. There was some doubt to there being sufficient space and Councillor Wells undertook to produce a scale site plan to bring to the October meeting for consideration.

6009 Matters of Note

- The National Joint Council has approved a Pay Award for 2025/26 of 3.2% on all salary points. This award will be implemented in the August salary run, backdated to April 1st. A 3.5% increase had been budgeted for.
- 14 new fence panels have been installed without cost between the Parish Council's car park on The Ridgeway and the Food Hall car park. This was completed following discussions around where liability for maintenance stood.
- Members are reminded that two vacant seats remain on the Planning Committee. There is also one vacancy on the Finance Committee, one on the HR Committee and two on the joint Nomansland Management Committee.
- Stage 2 of the Sandridge Parish Swift initiative is now underway with the date of November 5th in the diary for a public information evening. This will commence at 7pm with both Tim Hill of the Herts & Middx Wildlife Trust and Clive Flemming of Hertford Swifts in attendance. Members are encouraged to attend.

- The Committee for Sustainability will be discussing a move from hard copy agendas to electronic versions held on tablets at its meeting on September 16th.
- Herts County Council's Annual Meeting for Parish, Town & Community Councils & County Councillors will be held on 12th September either in person (Hatfield) or online. Please see the reminder emailed on 2nd September for details.

COUNCILLOR AND COMMITTEE REPORTS

6010 Grant Applications

- Sustainable St Albans (St Albans District Fixers)
Following discussion it was proposed by Councillor Leonard, seconded by Councillor Ternouth and;

Resolved

To award the sum of £750 towards the purchase of a PAT tester and training for one person.

- Quadrant Traders Committee
Following discussion it was;

Resolved

Not to award a grant at this time towards the provision of Christmas lights/tree at The Quadrant.

6011 Lease of Community Space (Hall) on the Oaklands Development

The meeting was updated on discussions with Taylor Wimpey around the Parish Council taking a lease on a community building on the Oaklands Phase II development. It was unanimously;

Resolved

That, in principle, The Council is prepared to progress this matter subject to a number of provisions. Councillor Leonard to write to Taylor Wimpey confirming this. The Clerk and the Centres Manager to be included in future discussions.

6012 Electric Vehicle (EV) Charging in Parish Council Car Parks

Councillor Chachulski updated Members on discussions held with an EV charging point provider. She undertook to follow up that meeting with the intention of establishing viability and cost.

6013 Community Governance Review (Boundaries)

Councillor Ternouth presented a draft report and proposal in response to the District Council's CGR consultation. It was unanimously;

Resolved

To submit the report as circulated (with two minor amendments).

6014 Installation of Heat Pumps for the Parish Office, Hall and Committee Room

Councillor Wells talked Members through a report detailing three quotes for the installation of air source pumps in the Parish Office, Committee Room and Community Hall. It was explained that the existing systems for heating/cooling these spaces are not environmentally sound, cost effective or efficient. Questions were asked and responded to after which it was unanimously;

Resolved

To approve the installations and the recommended contractor, this subject to approval for the release of funds by the Finance Committee at its meeting on 22nd September.

- 6015 S6 Bus Service**
Members received a verbal report from Councillors Ternouth, White and Chalkley on a follow-up meeting with Mr Robert Handbury of Herts County Council Network Planning regarding the S6 bus service. It's hoped there will be improvements to the service, particularly following the development of Oaklands Grange stage II.
- 6016 Sandridge Youth Sports and Community Association**
Councillor Hale updated the meeting on efforts to bring the Association onto a more stable footing.
- 6017 MEETINGS OF COMMITTEES:**
Committee Chairs spoke briefly on committee meetings as below.
- Jersey Farm Woodland Park Committee 8th September 2025
 - Planning Committee – see below
- 6018 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA**
Councillor Chalkley reminded Members that the new bus shelter on The Ridgeway, incorporating a living roof, local artwork and timber planters will be officially opened on September 22nd between 1pm and 3pm.
- 6019 PLANNING MATTERS**
The Planning Committee met on 21st July and 18th August and 1st September 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;
- Land at Sandridgebury Lane 5/2025/1218
 - 3 Westfield Court 5/2025/1293
- 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.
- 6020 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS**
- EV Charging in Parish Council car parks
 - Energy contracts
 - Benches at Jersey Farm Community Centre

Next meeting date – 8th October 2025 at 7.30pm – Marshalswick Community Centre.

There being no further business, the meeting closed at 9.26pm

Chair **Date**