



SANDRIDGE PARISH COUNCIL

Met at Marshalswick Community Centre on Wednesday 8th February 2023 at 7.30pm for a Meeting of the Parish Council

PRESENT:

Councillors June Reid, John Foster, Geoff Churchard, Janet Churchard, Jenny Roberts, Graham Leonard (Chair), Lyn Bolton, John Newton Davies, John Hale, Jonathan Maskell, Neil Harris, Patsy Cann

OFFICERS:

Rebecca Pannese, Project, Amenities and Community Engagement Officer, Simon Thwaites, Parish Clerk, Stef Hayes, Community Centres Manager

ABSENT:

Councillors Sam Vosper

IN ATTENDANCE:

District Councillor Simon Mostyn

5436 TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE

There were apologies received and accepted from Councillor Jon Hegerty.

5437 DISCLOSURES OF INTEREST

There was none.

5438 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 11th JANUARY 2022

The minutes of the meeting of the Council held on 11th January 2023 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.

QUESTIONS TO OFFICERS AND MEMBERS

5439 Questions to Officers

The Clerk was thanked for writing to two local schools at the request of the Parish Council in respect of inconsiderate parking on The Ridgeway. The issues around this are now believed to have improved.

5440 Public Participation – an opportunity for residents to raise issues or ask questions of Members

No members of the public were present.

CLERK'S REPORTS

5441 Monthly Accounts

Members reviewed a schedule of creditor payments for the period 12th January 2023 to 8th February 2023. It was unanimously;

Resolved

To approve the payment of this schedule on 10th February 2023.

5442 Annual Risk Assessment

Members briefly reviewed a summary of the Parish Council's annual risk assessment carried out by officers on January 11th and circulated with the agenda.

It was noted that no uncontrolled risks were identified during this year's assessment and unanimously;

Resolved

To formally note that the assessment had been carried out for the forthcoming year.

5443 CCTV at Marshalswick Community Centre (west end of the building)

The Clerk informed councillors that the CCTV to the public entrance of the Marshalswick Community Centre is not working and is not repairable. He explained that, following a meeting with a colleague at the District Council, an option to upgrade the hardware at both ends of the community centre was available, provided the camera's focus at the public entrance was primarily onto the car park and public toilets.

It was proposed by Councillor Hale, seconded by Councillor Roberts and unanimously;

Resolved

To approve expenditure of up to £2,000 for the replacement hardware (the actual contribution to be 50% of the cost). The ongoing maintenance costs to be met by the District Council.

5444 Website

The Project, Amenities and Community Engagement Officer took members through a report circulated with the agenda. Following discussion it was proposed by Councillor Leonard, seconded by Councillor Roberts and unanimously;

Resolved

To proceed with the design and implementation of a new website through website design company Setsquare Creative Solutions Ltd.

5445 Matters of Note

- An internal audit was carried out by the Parish Council's new internal auditor on November 30th. This will be reviewed by the Finance Committee on February 20th and reported to Full Council on 8th March.
- A lawncare company based in Marshalswick has taken a short-term storage let of the garage vacated by the pre-school. They will be providing a monthly package of lawn care in lieu of rent to maintain the turf area to the rear of the community centre, which has been faring poorly over winter. This includes feeding, seeding, raking, aerating, anti-moss etc.
- Having cross referenced against the electoral register, officers have identified a further 315 addresses to be added to the Neighbourhood News distribution, the majority of which are situated on the Oaklands Estate and Sandpit Lane. This will result in additional monthly costs of approximately £100 for print production and £115 for distribution (a combination of door-to-door delivery and second class postage). In terms of impact on budget, some of this will be offset against a cost in saving from the recent transition to electronic delivery of invoices to centre hirers.

COUNCILLOR AND COMMITTEE REPORTS

5446 Grant Applications

A grant application from Sustainable St Albans was considered by members. It was proposed by Councillor Hale, seconded by Councillor Janet Churchard and;

Resolved

To award the sum of £1,000 towards the promotion and advertising of this year's festival.

5447 Sustainable St Albans Week

Councillor Roberts updated Members on the Parish Council's contribution to this year's SusFest. This includes the Paradise for Pollinators initiative through which it's hoped to create half an acre of wildflower meadow in resident's gardens and a bat identification walk to which the public are invited.

5448 Meetings of Committees:

- JFWP Committee 10th January 2023
- PEAP Committee 24th January 2023 - Cancelled
- Planning Committee 12th January and 2nd February 2023 (see below)
- HR Committee 6th February 2023

The meeting took a brief verbal report by the Chairs of the above committees.

5449 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

- Councillor Roberts confirmed that a grant application had been made to the War Memorials Trust for funding towards the renovation of the St Leonard's lychgate and honour boards. She confirmed that quotes are being sought in respect of the different aspects of the work required.
- Councillor Hale reminded Members that there is a Highways meeting scheduled at 2pm on the 28th February 2023.

5450 PLANNING MATTERS

It was noted that the Planning Committee met on 12th January 2023 and 2nd February 2023.

Planning applications commented on since the last Full Council meeting are;

- Hazelmere Road 5G Mast 5/2022/2960
- Highview Gardens 5G Mast 5/2022/2942
- 13 Kingsmead 5/2022/2896

5451 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

- Councillor Hale undertook to produce a draft response to the Local Cycling and Walking Infrastructure Plan.
- Member Officer Protocol to be discussed (Councillor Hale to produce a summary front page to the existing protocol).

Next meeting date – 8th March 2023 at 7.30pm – Marshalswick Community Centre

There being no further business the meeting closed at 8.18pm

Chair

Date

Cllr Graham Leonard