

SANDRIDGE PARISH COUNCIL



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Met at Marshalswick Community Centre on Wednesday 10th July 2024 at 7.30pm

PRESENT:

Councillors Jenny Roberts, John Hale, Graham Leonard (Chair), Mary Ternouth, Carol Chalkley, June Reid, Julie Oakley, Luke Sieger, Mike White, Raihaanah Ahmed

OFFICERS:

Simon Thwaites, Parish Clerk, Stef Hayes, Community Centres Manager, Emma Hostler, Deputy Parish Clerk.

ABSENT:

Councillor Adam Twidell

IN ATTENDANCE:

There were no members of the public present

5771 TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE

Apologies were received and accepted from Councillors Wells, Chachulski and Lambert.

5772 DISCLOSURES OF INTEREST AND DISPENSATIONS

There was none.

5773 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 12th JUNE 2024

The minutes of the meeting of the Council held on 12th June 2024 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

5774 Questions to Officers

There was none.

5775 Public Participation

There was none.

(Cllr Oakley joined the meeting at this point)

CLERK'S REPORTS

5776 Monthly Accounts

Members reviewed a schedule of creditor payments for the period 13th June 2024 to 10th July 2024. It was unanimously;

Resolved

To approve the schedule of creditors for this month.

(Cllr Sieger joined the meeting at this point)

5777 Creditor Payments in August

There is no scheduled Council meeting in August. Creditor payments will therefore be made as usual by the Parish Office with the schedule emailed to Members on August 14th and ratified in September at Full Council. It was;

Resolved

That the Council approves the creditor schedule being sent electronically in August before being ratified in September (this approval is an audit requirement).

5778 Standing Orders – Substitute Committee Members (Councillors only)

On June 19th it was necessary to cancel the meeting of the Sports and Recreation Committee through it not being quorate. The agenda contained recommendations to approve expenditure on sports and playground facilities of circa £49,000. The Clerk was not satisfied that Standing Orders are sufficiently clear on whether a substitute member (of The Council) is able to sit on a committee at short notice and have full voting rights. Item 4D(v) states;

The council may appoint standing committees or other committees as may be necessary, and: may, subject to standing orders 4(b) and (c) above, appoint and determine the terms of office of the substitute members to a committee whose role is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer at any point before the meeting that they are unable to attend;

Note: Standing Orders 4b & 4c do not apply, this proposal relating solely to Councillors.

It was, unanimously;

Resolved

That the following is added to Standing Order 4D(v) – *The Proper Officer may invite a substitute Councillor to sit on a committee for a single meeting and with full voting rights only where an approved committee member (Councillor) has given notice of being unable to attend and that absence would result in the meeting not being quorate in accordance with the committee's Terms of Reference. The invitation to be made to all councillors not on the committee in the first instance.*

Should the invitation from the Clerk elicit more than one response from Councillors to attend the meeting the final decision will be determined between the Councillors themselves. In order to ensure that a meeting is quorate in the first instance, Councillors will notify the Clerk at the earliest opportunity if they are unable to attend a Committee meeting.

5779 Review of Sandridge Parish Council Disciplinary Policy

Members reviewed the Parish Council's Disciplinary Policy, adopted in February 2021, following which it was, unanimously;

Resolved

That the Sandridge Parish Council Disciplinary Policy be re-adopted.

5780 Installation of Mixed Recycling Bins

As previously reported to the Council at the November meeting the Clerk has been pursuing the installation of two dual recycling bins in each of Spencer Meadow and Sherwood Park Parish open spaces. All waste from our open spaces currently goes to landfill. The model agreed in principle is as follows:

- The Parish Council buys and installs two dual bins, one at each of the two sites.
- John O'Conner Ltd empty the bins daily, taking the recyclables to the local Veolia depot.
- The approximate cost of each dual bin, including installation is £800.
- The annual cost of collection from each dual bin is £1,179. It may be possible to offset the cost of collection from an existing general waste bin (£214), dependent on precise location.

Members were asked to note that the Committee for Sustainability has approved funding for the initiative as follows:

- The purchase and installation of two new bins from a combination of John O'Conner new items (£400), Street Scene Initiatives (£500) and Sustainability Projects budgets (£700).
- The funding of the collection of the bins for the last quarter of 2024/25 in the total sum of £589 from the John O'Conner new items budget, with a new budget item in 2025/26 of £2,356, subject to approval from Full Council at the November/December meeting. The Committee for Sustainability may use earmarked income from the clothing banks to fund future bin collections and this will be proposed at the next meeting of that committee.

The Clerk confirmed that the bins would not be purchased until the on-going funding requirements were confirmed upon approval of the 2025-26 budget in the autumn.

5781 Installation of Hot and Cold Water Dispensers in Marshalswick Committee Room

The Centres Manager provided a report and proposal for the installation of hot and cold water dispensers and a mini-fridge in the Committee Room at Marshalswick Community Centre. The electricity point will be upgraded to provide the necessary power from a convenient location within the room. All drinking cups available for hirers' use will be fully recyclable. It was, unanimously;

Resolved

To purchase and install hot and cold water dispensers and a mini-fridge in the Marshalswick Community Centre Committee Room. Funds will also be provided to upgrade the electricity point to supply the necessary power from a convenient location within the room. Total costs are estimated at £900-1,000.

5782 Sports and Recreation Expenditure 2024/25

At Full Council on 10th April it was agreed that, in addition to the 2024/25 budget, the committee would have access to the funding remaining in reserves following the cancelation of the pump track. This was approved on the understanding that the committee would report to Full Council what works/installations were being carried out. Details of works approved at the Sports and Recreation Committee held on 28th June are as follows;

- Spider Climber and replacement football wall at Sherwood Park Open Space
- Removal of horse apparatus and installation of inclusive group seesaw at William Bell Open Space
- Expansion of wetpour surfacing at Harness Way Open Space
- Replacement timbers on the slide in St Leonards Open Space
- Replacement hanging loop and deteriorated timbers in Jersey Farm Adventure Playground
- Replacement swing seats in Damson Way and St Leonards Open Spaces

The Committee also agreed to allow a further 10% (£4,800) of the above total spend to further maintenance works following recommendations from the Play Inspection Company in their annual reports. It was, unanimously;

Resolved

That the Council formally notes these works.

5783 Matters of Note

- The Clerk and Deputy Clerk have met with two members of the Jersey Farm Residents Association regarding meeting regularly, potentially to collaborate on local issues. Ward councillors will always be invited to future meetings which are likely to be held monthly.
- The Clerk has been informed by St Albans District Council (SADC) that it is hoped devolution of the Woodland Park, and the Sandringham Crescent Open Space will complete within 2024/25.
- The Project, Amenities and Community Engagement (PACE) Officer has received an extensive list of works to be undertaken arising from the annual SADC tree survey. The costs associated with these works are as yet unknown until an assessment of requirements is undertaken.
- At a meeting held on 25th June, the Committee for Sustainability committed to a new parish-wide initiative to lead a project in collaboration with the HMWT, Sustainable St Albans, the MNRA, the JFRA and other national organisations to promote the protection and wellbeing of endangered wild birds locally, this initiative to commence in the autumn.
- 1,210 kg of shoes and clothing were collected from the Parish Council's clothing banks in May.

COUNCILLOR AND COMMITTEE REPORTS

5784 Grant Applications

Community First Responders, East of England Ambulance Service NHS Trust. Following discussion, it was proposed by Cllr Sieger and seconded by Cllr Chalkley that the grant is awarded to the full amount requested but that further information is provided on how the relationship between the First Responders Group and the East of England Ambulance Service NHS Trust operates, and if possible, how, specifically, the funding will be used. It was;

Resolved

To award £1,200 as requested to St Albans Community First Responder Group. Councillors requested that the applicant provide the Council with further information on how the relationship between this group and the East of England Ambulance Service NHS Trust operates, and if possible, how, specifically, the funding will be used.

5785 Temporary Closure of B651 St Albans Road

Members received a report from Cllr Hale updating on the planned closure of the B651 following a meeting with Herts County Council (HCC) officers and a representative of the company that is working with the utilities on the management of the proposed road works. The works are planned for 6th to 27th August with a commitment from the utilities company to work from 07.00 to 19.00 Monday to Saturday and 09.00 to 16.00 on Sunday. Following a recommendation from Cllr Hale, it was, unanimously;

Resolved

That Sandridge Parish Council noted the report and will assist in publicising the closure and encourage local residents to support the impacted businesses during the closure.

5786 Notice of Appeal from Brett Aggregates – Quarry at former Hatfield Aerodrome

Members received a report from Cllr Hale on the appeal from Brett Aggregates following refusal of planning permission from Herts County Council for excavations at the former Hatfield Aerodrome site. A recommendation was made by Cllr Hale, seconded by Cllr Ternouth, and it was, unanimously;

Resolved

That Sandridge Parish Council reiterate its objection to the quarry and delegate to the Sandridge Parish Council Planning Committee and the Clerk the authority to submit an objection to the Planning Inspectorate.

5787 Herts Association of Parish and Town Councils (HAPTC) Executive

Cllr Hale updated Members following the recent meeting of the HAPTC Executive. Amongst other discussions this included reference to a presentation on the Local Nature Recovery Strategy. Cllr Hale also informed the Council of a recent meeting of the St Albans District Association of Local Councils (SADALC).

5788 Structural Survey of Marshalswick Community Centre

Following discussions at the last meeting, Cllr Leonard provided Members with an estimate of the cost to undertake a comprehensive structural survey of Marshalswick Community Centre which is not likely to exceed £7,500. This is believed to be a useful pre-requisite to budgetary discussion in the autumn on whether to set aside an annual sum for the future development of the Community Centre building. Two further quotations for a survey of like-kind will be sought. Following a proposal from Cllr Leonard, seconded by Cllr Sieger, it was, unanimously;

Resolved

To approve an amount of up to £7,500 within this financial year to undertake a comprehensive structural survey of Marshalswick Community Centre.

5789 Report on Proposed Application to Modify the Herts County Definitive Map

Cllr Ternouth provided a written report on the proposed application on behalf of Sandridge Parish Council to modify the Definitive Map to accommodate the route used by residents near to Highfield Road. Both the Committee for Sustainability and the Jersey Farm Woodland Park Management Committee have already considered the issue and agreed the application should be made. Following a proposal by Cllr Ternouth, seconded by Cllr Reid, it was, unanimously;

Resolved

That the Parish Council makes an application to Herts County Council to modify the Definitive Map in respect of a well-used local walking/cycling route between Bridleway 53 and St Helier Road (Footpath 27) with the aim of making this route a Public Right of Way.

5790 MEETINGS OF COMMITTEES:

Members received a brief summary from the Chair of each of the following committees;

- Sports & Rec Committee 28th June (postponed from 19th June)
- Committee for Sustainability 25th June
- Jersey Farm Woodland Park Management Committee 1st July
- Planning Committee – see below

5791 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

The Clerk has been required by the external auditor to advise the Council of a correction to the published Period for the Exercise of Public Rights from 14th June - 26th July to 14th June - 25th July. This ensures that the Parish fulfills its statutory requirement to advertise for a period of 30 days.

5792 PLANNING MATTERS

The Planning Committee met on 1st July 2024.

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

Plot 107, Land Adjacent Bridge Cottages, Sandridgebury Lane 5/2023/1059 APP/B1930/W/23/3334568

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.

5793 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

Campaign on the safety of lithium-ion batteries

Next meeting date – 11th September at 7.30pm – Marshalswick Community Centre

There being no further business the meeting closed at 8.38 pm

Chair **Date**