

## **SANDON PARISH COUNCIL**

Minutes of the meeting held on Monday 11<sup>th</sup> January 2016 at St Andrews Room, Sandon Parish Church at 7.15 p.m.

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**PRESENT: Councillors:** Martin Cross – Vice Chairman  
Ron Bullus  
Cedric Calmeyer  
Rosemary Hoare  
Ron Robbin-Coker  
Richard Mbonye  
Louise James - Clerk

**Visitors:** Matthew Lynwood Hammonds Development  
Manager  
Dave Edwards, 86 Hall Lane  
Les Loveridge, Hall Lane  
Mark Mayhew, Coppins, Butts Green Road  
(agenda item 040116)

Matthew Lynwood introduced himself and his company and provided information on the proposed development at Hammonds Farm as part of the Chelmsford Local Plan. He indicated that 460 hectares of land would be utilised including the construction of 5000 units of mixed housing and the installation of significant infrastructure starting in 2021. More in depth presentation to follow.

Dave Edwards, representing the residents of Hall Lane, expressed concerns over the heavy vehicles being driven over paths and the access road leading to the allotments. This is causing damage to the water pipes and flooding. No. 71 Hall Lane fence has already been damaged. Dave Edwards commented that he believed Chelmsford City Council (CCC) had committed to install a barrier to provide a height restriction on the allotment access road. Dave Edwards had been in touch with CCC who had directed him to the Parish Council. The situation was confirmed by Les Loveridge who also advised that several of the allotment fence posts had been damaged and the allotments were no longer secure. Cllr Cross said he would pursue the matter.

**010116 Apologies:** Dee Hyatt – Chairman

**020116 Declaration of interest in items on the agenda:** None

**030116 Minutes of Meeting:** held on Monday 14<sup>th</sup> December 2015 were approved and signed as a correct record.

**040116 Presentation on Super Fast Broadband**

Informative presentation given by Mark Mayhew on a government backed scheme to provide improved internet connectivity to those areas with slow connections. Following the presentation it was agreed that Mark Mayhew would provide a document that could be circulated via Sandon and Howe Green forums to encourage community collaboration.

**050116 Presentation on the New Website**

Cllr Mboyne informed the meeting there were several commercial companies providing website services to Parish Councils; the most popular of these was Skillskills. Unfortunately, this company has a 5 month waiting list. All short listed companies provide Bronze, Silver and Gold levels of service. The Silver level of service was recommended by Cllr Mboyne but the council vote was unanimous that a specification for a Gold level of service should be pursued.

**060116 Current Issues:**

- a. **Butts Green Easements-** It was decided that the suggested improvements laid out in the letter sent by Mr and Mrs Griffith Jones 13<sup>th</sup> January 2016 were to be agreed upon. A letter to this affect should be sent by the clerk. It was agreed that any letter should include that the field and access should be for agricultural purposes only and all works undertaken must be inspected upon completion.
- b. **Hall Lane -Update-Clerk** Residents had already commented in the meeting their concerns about the state of the area at the bottom of Hall Lane and the need for action. The clerk was to write to John Whitelock to find out the progress that had been made in the purchase of a barrier to prevent heavy vehicles accessing the area. Cllr Cross said he would visit CCC to personally highlight the situation.
- c. **Youth matters – Cllr Robbin-Coker** -Nothing to report
  - i. **Creation of a Facebook page** –It was decided that a Facebook page would improve communication with younger parishioners. The clerk agreed to create and administer one.
- d. **Maintenance issues**
  - i. **Notice boards-** Cllr Calmeyer advised that the noticeboards were all to be repaired ASAP
  - ii. **Bollard damage** – The clerk had investigated an insurance claim for this repair and had found that there was an excess on the policy of £125. It was therefore decided by the council that it was not worth pursuing a claim and that the repair should go ahead as per the previous quote.
  - iii. **Servicing of grass cutting equipment-** A minimal servicing of all grass cutting equipment was agreed. Cllr Calmeyer to inform Mr Dobson

- e. **Sandon Sports Club**-discussion about new lease post March-Cllr Bullus agreed to write the new lease. The details were to be passed to the clerk for distribution to all the councillors prior to next meeting. This would include the proposed cost of the new lease and a clause about the car parking and toilet facilities for the clerk.
- f. **New Clerk Training**- The clerk provided the information that there was a bursary provided to cover part of the cost of training. Cllr Hoare expressed an interest in training. Details were to be provided by the clerk.
- g. **Council office arrangements** – The planning application had been issued for validation.
- h. **Permanent Christmas tree for village green-update** – Four estimates had been sent for but the clerk had only received one reply which had stated that it was virtually impossible to plant a fir tree of this size. Cllr Hoare was to provide details of another specialist nursery.

**070116 Annual Assembly – 26/4/2016**

- a. **Invitation List** - The clerk has booked the hall at Sandon School for 26<sup>th</sup> April and is to send out invitations to this. Cllr Bullus agreed to help with a list of names. Cllr Calmeyer agreed to contact the WI to enlist help with refreshments. It was proposed that Hammonds Estates might be asked to attend to give a presentation to residents.
- b. **Sandon Cup** -It was decided that this would be decided at February's meeting to allow more consideration.

**080116 Budget Update – Cllr Cross and Cllr Bullus**

Draft Budget 2016/2017 It was agreed that there was to be a 2 per cent increase in the precept: £29,580. An email was to be sent by Cllr Hyatt, Cllr Cross and Cllr Bullus to Mr. L. Doubtfire as soon as possible. It was suggested that each councillor should have responsibility for their own part of the budget.

**090116 Correspondence received and action required-**

- a. Request to borrow grass cutting equipment by Revd Brown or alternately for maintenance to cut the grass. It was agreed that the lawn to the front of the churchyard would be cut by maintenance. Cllr Calmeyer to inform Mr Dobson.
- b. Letter received from John and Katie Griffith-Jones re Butts Green Easements- action outlined 060116.

## 100116 Finance

### a. Payments-approved

L James sal	377.25
L James exp	32.59
K Dobson sal	182.50
Allan Sheldrake	120.00
Staples	88.70
Essex and Suffolk V	37.31
Holmes and Hills	5,461.00
C Calmeyer	180.00

6,479.35
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- b. Banking Update The clerk informed the council that she had transferred £5,000 from the active saver account to the Community Account to cover the unexpected cost of the legal fees incurred from The May Farm Appeal. It was now possible to transfer funds using mobile banking but payments were to be made by cheque until further notice.

## 110116 Planning

### a. Applications:

**15/05298/TPO Briarlands, East Hanningfield Road, Sandon -**  
Works to trees to prevent damage when vans make deliveries.–  
**No observations.**

**15/01979/FUL Village Hall Rectory Chase Sandon -**  
Construction of portacabin in the car park of the Sandon Village Hall and Sports Club, to be used as a Parish Council office. -**No observations**

- e. **May Farm Appeal:** Cllr Cross gave a brief report. No decision as yet reached

**120116 Highways: - Cllr Bullus-** nothing to report.

**130116 Information:** nothing to report.

Meeting closed at 9.45 p.m.