

SANDON PARISH COUNCIL

Minutes of the Annual General Meeting held on Monday, 9th May 2016 at 2016 at St Andrews Church Meeting Room at 7.15pm

PRESENT: Councillors: Dee Hyatt - Chairman
Martin Cross – Vice Chairman
Ron Bullus
Richard Mbonye
Rosemary Hoare

In attendance: Amanda Parsons, Clerk
Revd. Mark Meatcher
Pam Knott - Resident
David Edwards - Resident
Tony - Resident
Avril & John – Resident
Cllr Bob Shepherd, Chelmsford City Council
Cllr Ian Wright, Chelmsford City Council

The meeting commenced at 7.15 p.m.

Prior to the commencement of the meeting Revd. Mark Meatcher spoke to Councillors regarding the future of Howe Green Reformed Chapel. It was agreed for the Working Party to meet to discuss the future of the chapel and how it could be supported by Sandon Parish Council.

One resident spoke about the CCTV camera that had been installed in the approach to Hall Lane. Open Reach had been contacted regarding the illegal installation of the camera. Cllr Wright to look into this as a matter of urgency.

Meeting commenced 7.45 pm.

Prior to the commencement of the meeting, all Councillors signed their Declarations of Acceptance of Office.

010516 Election of Chair and Vice Chair

020516 Election of Chairman: Cllr Hyatt, nominated by Cllr Cross seconded Cllr Hoare. No other nominations therefore elected unopposed.

030516 Election of Vice Chair: Cllr Cross nominated by Cllr Mbonye, seconded by Cllr Hyatt. No other nominations therefore elected unopposed.

040516 Apologies for absence
Cllr Calmeyer gave his apologies.

050516 Declaration of interest in items on the agenda - none

Confidential items – none

070516 The Minutes of the Meeting held on Monday 11th April 2016 were approved and signed as a correct record.

080516 Vacancy for Parish Councillor - none

090516 Parish Council Representatives

- (a) St Andrews PCC – Cllr Hoare (it was also agreed that Cllr Hoare and Cllr Bullus would also sit on the newly-formed Personnel Committee as the parish council’s representative)
- (b) Sandon Village Hall Committee of Management – Cllr Cross
- (c) Sports Club – Cllr Bullus
- (d) Sandon Quarry Liaison Committee – Cllr Hyatt
- (e) Personnel Committee – Cllr Hoare and Cllr Bullus

100516 Parish Councillors’ Areas of Responsibility

- a) Planning– Cllr Hyatt
- b) Finance– Cllr Cross
- c) Highways
- d) Publicity / Sandon Topics – Cllr Mbonye
- e) Website - Clerk
- f) Neighbourhood Watch David Pearson – again, the Clerk would check to see if he wished to continue
- g) Maintenance issues – Cllr Calmeyer
- h) Allotments– Cllr Calmeyer
- i) Youth Liaison – Cllr Mbonye
- j) Any other area of responsibility which needs to be allocated

110516 Appointment of Auditors and Solicitors

To appoint for the next municipal year:

- a) To note Internal Auditor for 2016 remains the same.
- b) Solicitor Holmes & Hills
- c) To note the External Auditor - TBC

120516 Current issues / Updates:

- a) **Village Hall Committee of Management** – The Village Hall was recently valued for insurance purposes. Rebuild value noted as £400,000.
- b) **PCC** – nothing to report
- c) **Youth matters** – Cllr Mbonye has arranged a meeting with Mr J Wincott to look at activities for the next academic year. Currently looking at a programme for developing their CV techniques.
- d) **Maintenance issues** – it was noted that the notice board repairs were

still outstanding. Cllr Bullus reported that the issues with the telephone line were being resolved and should be sorted soon.

- e) **Sandon Sports Club** – Cllr Bullus reported that the legal fee for the lease was very high and he was in negotiations to reduce this.
- f) **Annual Assembly 2016**– feedback from the Annual Assembly was very positive.
- g) **Community Hall** – it was agreed to circulate a questionnaire to the village asking for ideas for the proposed community centre. This would form the basis for a feasibility study. Estimated costs for a feasibility study are approximately £3,800.
- h) **Open Gardens** – the Open Gardens not scheduled for this year.
- i) **HGCA** – Garden Party 6th August.
- j) **Queen’s Birthday Party** – 12th June 10 a.m. service. Clerk to advise that Cllr Calmeyer, Cllr Hoare and Cllr Bullus would be attending).
- k) **Councillors / Clerk Lunch Vita Bella Saturday, 21st May at 12.30 pm**
- l) **Photo call** – date to be confirmed.
- m) **Annual Staff Appraisals** – it was proposed to hold these annually in July.

130516 New items:

Policies: The amended disciplinary, grievance, complaints and standing orders policies were adopted.

Pension: It was agreed to allow the clerk to join the Essex County Council Pension.

140516 Correspondence received and action required

E-mail from Mr Edward Caleno Planning permission has been previously refused by Chelmsford for this land, and the recent clearing of woodland had Enforcement visit and TPO's placed on the trees. Sandon Parish Council would not support any building or development on this field. Clerk to write to Mr Caleno.

150516 Finance:

The following payments were approved:

A Parsons exp	£24.74
Ahead4	£16.20
D Hyatt	£624.00
M Cross	£10.00
Thorndon Security & Fire	£974.40
D Sutton	£250.00
R Bullus	£19.50
C Calmeyer	£212.10
C Calmeyer	£239.99
CCS Windscreens Ltd	£480.00
A Parsons Salary	£584.10
K Dobson Salary	£347.50
K Dobson Expenses	£42.05
AON	£904.34

Approval of the Annual Return 2015/2016 was granted.

160516 Planning:

The following applications were received from Chelmsford City Council:

16/00727/FUL - The Fold Woodhill Road Sandon Chelmsford
Retrospective planning application for alterations to garage - no observations.

15/02135/FUL - Land At Former Sandon Centre Woodhill Road Sandon Chelmsford Essex – The new Gospel Hall – SPC attended the Hearing at the Civic Centre where this application was approved.

May Farm, East Hanningfield Road, Sandon – nothing further to discuss.

Grove Farm: Cllr Hyatt met with Mr Houghton to discuss the digging of a ditch along the perimeter of his land that had been filled in when the huge water main had been put through some years ago to stop water crossing the road. Mr Houghton also wanted to put plastic bollards that are collapsible along the roadside to stop vehicles encroaching onto the Village Green.

A conversation with the Highway Inspector, Terry Beaver took place and it was agreed this seemed to be the best policy. He thought the bollards or tree stumps should be put there to stop vehicles and enable the water to get to the drain, but they must be a meter from the highway.

Enforcement list – noted.

170516 Highways:

Hulls Lane update regarding flooding.

180516 Sandon Quarry – A visit of Sandon Parish Council to view the mobile crusher proposed to be used at the Sandon Quarry is to be arranged for June.

190516 Information: items for information only which are not separately covered by an agenda item.

None

Meeting closed 9.05 pm.

The next meeting of Sandon Parish Council will be on Monday 13th June 2016 at Howe Green United Reformed Church at 7.15pm.