

SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the **Howe Green United Reformed Church** on **Monday, 10th December 2018** commencing at 7.15 pm



PRESENT: Councillors:
Dee Hyatt - Chairman
Elaine Williamson (part)
Ron Bullus
Martin Cross

In attendance: Clerk.

ACTION

011218 Apologies for absence – Cllrs Calmeyer and Colbeck

021218 Declarations of Interest – None.

031218 The Minutes of the Meeting held on Monday 12th November 2018 were approved. Cllr Hyatt signed as a correct record.

041218 Co-option of a new councillor. It was resolved that Elaine Williamson be co-opted onto the council

051218 Public Participation Session – No public present

061218 Current Issues .

(a) Maintenance and ditch clearing – The meeting did not resolve to accept the first quote to clear the bushes and scrubland by East Hanningfield Road and Butts Green Road junction. Further quotes to be obtained.

Cllr Calmeyer

(b) Flood prevention – Cllr Bullus discussed the response from the Highway Liaison Officer re the issue of the flooding at Hulls Lane/Woodhill Rd./Mayes Lane. Cllr Hyatt will log the issue on the incident webpage the next time it floods. Cllr Cross to find email about asking for one request per year.

**Cllr Hyatt
Cllr Cross**

(c) Community centre – Meeting resolved to accept the Hoggarth Cooke Quantity Surveyors fees of £500 + VAT. This will be dependent on the next SVH Meeting.

(d) Neighbourhood Development Plan – Cllr Hyatt gave an update on the recent meeting..

(e) PCC – Nothing to report

(f) Sports club update – Ditto

(g) Sandon Village Hall – Cllr Bullus explained that he has been in touch with their secretary. He is happy to be the new rep., but will not adopt the trustee role.

- (h) Local Council Award – Clerk updated the meeting with the latest developments. He has registered Sandon P.C.'s interest with the NALC. Note that the next meeting of the EALC award panel will not take place until Feb next year. Clerk is working through the criteria needed to attain this. May need to come in on separate Thursdays to complete **Clerk**
- (i) Financial Regulations – Meeting resolved to accept the latest financial regulations. These are based on the latest model regs (from Jan 2016)
- (j) Internal Auditor – Clerk updated the meeting with the two quotes he has rec'd. He will contact two neighbouring P.C.'s to find out who they use. **Clerk**
- (k) Topics – Meeting agreed a number of subjects that would be worth including in the Spring edition of the Topics. Aim to have this out end Jan/early Feb. **All**
- (l) Local Highways Panel – Cllr Cross updated the meeting following recent presentation from Essex Highways.
- (m) Enchanted Cinema – Clerk to set up meeting so that the P.C. would be better informed. **Clerk**
- (n) Future Meetings – Meeting agreed the following meeting dates for early 2019. 14th Jan, 11th Feb, 4th Mar (note this date is the FIRST Monday of the month). Clerk to push back the Annual Assembly to mid-May so as to avoid the purdah period (26th March to 4th May) **Clerk**
- (o) Grants – Cllr Hyatt to have a chat with Howe Green Reformed Church **Cllr Hyatt**

071218 Correspondence received and action required – None.

081218 Finance

(a) The following payments were tabled and approved: Note that individual employee details have been combined under the one cost centre.

Employee costs	£908.66	Tfer
Plusnet	£23.94	d/d
St Andrews Church	£1,300.00	Tfer
Sandon Village Hall	£700.00	Tfer
Wave	£38.87	Tfer
Inkpen Downie	£1,049.23	Tfer
Sign-it	£102.00	Tfer
F.B. Speakman	£384.00	Tfer
C. Calmeyer	£253.95	Tfer
Talk To Pheonix (2 x £125.00)	£250.00	Tfer
Billericay Fuel Services	£35.08	Tfer

(b) The eight month budget update was incorporated in (c) below.

(c) Following agreement of the budget for 2019/20, the meeting resolved to apply for a precept of £31,933. This is a 2.5% increase from last year.

091218 Planning:

18/01610/OUT Howe Farm Southend Road. Outline application for Proposed replacement dwelling - all matters reserved. No observations

18/01746/FUL Thorn Cottage Sporhams Lane. Outbuilding providing open fronted garages with store room to first, secure garage and games room / office. No observations

18/01725/FUL Land At Walnut Tree Cottage Woodhill Road. Proposed detached two-storey dwelling and creation of new vehicular access. No observations

101218 Information – Clerk has received recognition for his role in helping to defeat theft from the area.

111218 Confidential item – Cllr Hyatt requested that the cllrs look at her suggested responses and comment back to her accordingly.

All

Meeting closed at 9.30 p.m.

The next Parish meeting will be held on Monday 14th January 2019 at St Andrews Church Meeting Room, at 7.15pm