

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at **Howe Green United Reformed Church** on **Monday, 3rd June 2019** commencing at 7.15 pm

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**PRESENT: Councillors:** Dee Hyatt - Chairman  
Cedric Calmeyer  
Alan Kalbfell  
James Colbeck

**In attendance:** Clerk, plus one member of the public

### ACTION

**010619 Apologies for absence** – Cllrs Martin Cross and Elaine Williamson

**020619 Declarations of Interest** – None.

**030619 Public participation session.**

No questions raised

**040619 The Minutes of the Meeting** held on Monday 13<sup>th</sup> May 2019 were approved. Cllr Hyatt signed as a correct record.

**050619 Current Issues.**

(a) Maintenance and ditch clearing – Cllr Calmeyer still waiting for quote to clear out the Copping's ditch.

**Cllr Calmeyer**

(b) Hall Lane – Cllr Hyatt to write to CHP re nuisance hedge at 39 Hall Lane

**Cllr Hyatt**

(c) Community Centre – no update

(d) Neighbourhood Development Plan – Next meeting scheduled for 4<sup>th</sup> June though attendance is likely to be poor as many members are away.

(e) PCC – no update.

(f) Sports club update – No update.

(g) Sandon Village Hall – There appears to have been no re-occurrence over the cubs and scouts area being encroached on by the football club.

(h) Community Film Evening 22<sup>nd</sup> Aug – Cllr Hyatt to compile a list of the actions that need to be completed. Clerk to liaise with the event organisation. Cllr Hyatt to subsequently pull together a meeting of interested parties.

**Cllr Hyatt  
Clerk  
Cllr Hyatt**

(i) Annual Assembly 23<sup>rd</sup> May – Meeting agreed that the event went well and that the police dog presentation was a success. Thoughts needed on who should be approached to present next year. Cllr Kalbfell to ask both the

Village Hall and The Sports club about the request for a defibrillator. Meeting resolved to donate £100 to the W.I. for their help and support on the evening. Note that £140 worth of books was sold. More advertising is needed.

**Cllr Kalbfell**

**Clerk**

(j) Sandon Open Garden Day 23<sup>rd</sup> June. Clerk to put up notices advertising the event. Cllrs Williamson and Colbeck still waiting to find out what was expected of them.

**Clerk**

(k) WWI Certificate offer – Clerk to check that it is our Sandon that is being referred to (there are two other Sandons!)

**Clerk**

(l) Website update - Meeting agreed that another group photograph is needed. The members page needs updating as well.

**Clerk**

(m) Parish Insurance - Meeting resolved to accept the Came & Co insurance quote of £670.40 for both the parish and mower insurance. This represents a saving of c.£450 on the current provider's quotes

**Clerk**

(n) Internal Audit Report 2018-19 – Meeting noted the comments provided by Auditing Solutions Ltd following their internal audit carried out in May with respect to the financial year 2018-19

(o) Annual Governance Statement 2018/19 Section 1 – Meeting resolved to approve Section 1 of the AGAR 2018/19. Both the Chairman and the Clerk signed the Annual Governance Statement

(p) Annual Governance Statement 2018/19 Section 2 – Meeting resolved to approve Section 2 of the AGAR 2018/19. The Chairman signed the Accounting Statement

(q) Recognition of ex Cllr Ron Bullus services to the community – Meeting resolved that a sum of money up to £100 be spent on a gift to recognise the ex chairman's service to the parish over the years.

(r) Clerk's salary – Meeting resolved to increase the clerk's salary band to the new SCP 17. To be effective from 1<sup>st</sup> April 2019.

#### **060619 Agenda items as per Standing Orders –**

(a) Meeting resolved to accept the Risk Management Schedule that was adopted 11<sup>th</sup> December 2017.

(b) Meeting resolved to accept the inventories of land and assets as at 24<sup>th</sup> May. Clerk to check when the plastic seat was purchased as well as amend the description of the office windows. Clerk to add Butts Green Green to land asset list.

**Clerk  
Clerk**

(c) Meeting resolved to accept the list of council and/or staff subscriptions to other bodies

## 070619 Correspondence received and action required –

Clerk to put forward the following two path improvements to Highways:  
Footpath along Southend Road in Howe Green  
Pavement between the Sandon roundabout at A12/A130 up towards the Sandon Quarry.

Cllr Hyatt will attend the Annual Meeting and Summer Reception at the University of Essex 21<sup>st</sup> June.

## 080619 Finance

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

Employee costs	£1271.13	Tfer
L Cole	£95.00	Tfer
M Cross	£10.00	Tfer
Auditing Solutions Ltd	£240.00	Tfer
Baddow Spartak	£150.00	Tfer
C.Calmeyer	£44.02	Tfer
Came & Co	£670.40	Tfer
Sandon W.I.	£100.00	Tfer

(b) Budget – Clerk to amend budget to separate out the purchase of new mower.

Clerk

## 090619 Planning:

**19/00809/FUL** Little Gables Woodhill Road. Part demolition of rear ground floor. Construction of new larger rear ground floor extension. No observations.

**19/00790/ADV.** The Crown The Green. Installation of internally and externally illuminated and non-illuminated signs. No observations.

**19/00791/LBC** The Crown The Green. Installation of signs to the exterior of the building. No observations.

**19/00774/FUL.** Fragrance Woodhill Road. Demolition of existing dwelling with replacement dwelling and detached garage, and the installation of new wall and gates, with all associated works. No observations.

**19/00907/FUL.** Rainbows End Blind Lane. Single storey side extension to west elevation and front porch to east elevation, to existing annexe. No observations.

**19/00829/REM.** Site At Rosewood Southend Road Sandon. Application for reserved matters scale, layout, appearance, and landscaping in relation to 18/00434/OUT (Two 3 bedroom dwellings). Sandon Parish Council feel that placing two detached houses with very little space in between is not in keeping with this area and location. This is overdevelopment of the site.

Sandon Village Design Statement HG8 states Proposals for infill development, extension or outbuildings should ensure the spacing between properties remains in keeping with existing properties. New buildings should be similar in size to the average of nearby properties and in proportion to the size of the site.

HG15 states Landscaping and boundaries should be consistent with the rural location. It is felt that two houses would totally spoil the rural feel. At present Southend Road is a mix of large detached houses and old style single storey bungalows. This is a narrow plot better suited to a single large house

DC2 agrees with this, where planning permission should not harm the openness, appearance of character of the Rural Area.

We would therefore ask that consideration is made for a single dwelling on this property.

Meeting closed at 9.00 p.m.

**The next Parish meeting will be held on Monday 8<sup>th</sup> July 2019 at St Andrews Church Meeting Room at 7.15pm.**