

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at **St Andrews Church Meeting Room** on **Monday, 13th January 2020** commencing at 7.15 pm

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**PRESENT: Councillors:**  
Dee Hyatt - Chairman  
Cedric Calmeyer  
Elaine Williamson  
Martin Cross  
Alan Kalbfell  
James Colbeck

**In attendance:** Clerk. Two members of the public

**010120 Apologies for absence – None**

**020120 Declarations of Interest – None.**

**030120 Public participation session.** Two members discussed their recent planning application. Clerk to subsequently write to them.

**040120 The Minutes of the Meeting** held on Monday 9<sup>th</sup> December 2019 were approved. Cllr Hyatt signed as a correct record.

**050120 Current Issues.**

(a) Maintenance and ditch clearing – Clerk to write to resident explaining that the ditch clearance on Butts Green Road will have to wait until the land is dry enough to allow access with the necessary machinery. Cllr Calmeyer advised the meeting that he and Cllr Colbeck had planted 250 daffodil bulbs on the main green at Sandon. Meeting resolved to purchase some more Xmas tree lights during the current sale. Cllr Hyatt advised that the HGCA will pay for the 30 mph sign repairs on East Hanningfield Road. Clerk confirmed that CCC will be repairing the damage caused to the middle green on Hall Lane by w/c 20<sup>th</sup> Jan at the latest.

(b) Allotments – CCC has advised the date change to the lease is still with their solicitor.

(c) Community Centre – Cllr Calmeyer has met up with the architect and new drawings will be produced.

(d) Neighbourhood Development Plan – Draft policies still with CCC. They have notified us that their response will be delayed. The team have received good feedback from Sandon School.

### ACTION

Clerk

Clerk

Cllr Calmeyer

- |  |                                       |
|--|---------------------------------------|
| <p>(e) PCC – The Diocese has raised issues over the proposed secure storage area to store the mower. The P.C. will wait for the formal rejection before deciding how to proceed. Cllr Colbeck advised the meeting about the PCC concerns over speeding in the village. He will ask each of the PCC members to individually register their concerns on the ECC webpage. Clerk still waiting for a copy of the receipt for the donation to the Friends of St Andrews. P.C. would like to know how V.E. day will be celebrated with a view to perhaps joining forces with them.</p> | <p><b>Cllr Colbeck</b></p>            |
| <p>(f) Sports club – Next meeting 28<sup>th</sup> Jan.</p>   |                                       |
| <p>(g) Sandon Village Hall – Next meeting 19<sup>th</sup> Feb.</p>   |                                       |
| <p>(h) Welcome packs – Cllr Williamson will send through her suggestion. This to be discussed at Feb meeting.</p>  | <p><b>Cllr Williamson</b></p>         |
| <p>(i) Separate email addresses – Meeting resolved to go with 123 Reg quote. Clerk to check with Plusnet first.</p>  | <p><b>Clerk</b></p>                   |
| <p>(j) Complaints Procedure – Cllr Colbeck is happy that the procedure is fit for purpose. The meeting resolved to accept it. Clerk to revise the dates and update website accordingly.</p>  | <p><b>Clerk</b></p>                   |
| <p>(k) Handyman – Clerk to contact handyman to see whether an annual appraisal is desired.</p>   | <p><b>Clerk</b></p>                   |
| <p>(l) Clerk’s report – Meeting agreed that Clerk should produce a report for each meeting. It should show the status of on-going projects together with any outstanding actions that hadn’t been completed since the previous meeting.</p>  | <p><b>Clerk</b></p>                   |
| <p>(m) Action Plan – Clerk to re-send. Meeting to note those sentences in red which need updating. To be re-presented at Feb meeting</p>   | <p><b>Cllr Hyatt<br/>Clerk</b></p>    |
| <p>(n) Annual Assembly – Clerk to update invitee list. All to come up with ideas for guest presenters</p>  | <p><b>Clerk<br/>All</b></p>           |
| <p>(o) Topics timetable 2020 – Meeting agreed publication dates. Clerk to update timetable and re-issue.</p>   | <p><b>Clerk</b></p>                   |
| <p>(p) Website review – All agreed new photos needed. To be taken at the A.A.? Clerk to delete any old information that is on there</p>  | <p><b>Cllr Calmeyer<br/>Clerk</b></p> |
| <p>(q) Unauthorised Encampment Briefing – Cllr Hyatt to attend 5<sup>th</sup> Feb.</p>   | <p><b>Clerk</b></p>                   |

**060120 Correspondence received and action required – None**

## 070120 Finance

(a) The following payments were tabled and approved. The Crawford's payment is still being held. Handyman to chase.

Employee costs	£926.88	Tfer
Plusnet	£23.40	d/d
Parish Mag printing	£202.75	Tfer

(b) Budget – Meeting noted latest numbers to Dec end.

(c) Reduced interest rate from 1<sup>st</sup> Jan. – Meeting agreed that the delay to the allotment project meant that £20k could be tied up for twelve months if a reasonable rate of interest could be obtained. Clerk is still looking to get a better rate of interest on the balance.

Cllr Calmeyer

Clerk

## 080120 Planning:

**19/02028/FUL.** St Andrews Church Hall Lane. Erection of a metal storage container adjacent to existing shed to house a sit-on lawn mower. No observations

**19/05235/TPO.** 25 Alexander Mews. G3 Oaks - Located at rear of property - Fell - Reason: The tree works are proposed as a remedy to the differential foundation movement at the insured property and to ensure the long-term stability of the building. No observations.

## 090120 Items of report and potential matters for future agendas

Operation Forth Bridge revision.

## 100120 Items for next edition of the Topics

Future edition could include: bee keeping, NDP, unauthorised encampments, A.A.reminder, dog unit, role of P.C. in planning process, new cllr advert, VE day.

Meeting closed at 9:12 p.m.

**The next Parish meeting will be held on Monday 10<sup>th</sup> February 2020 at Howe Green United Reformed Church at 7.15pm.**