

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at **St Andrews Church Meeting Room** on **Monday, 9th March 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.

**010320 Apologies for absence – None**

**020320 Declarations of Interest – None.**

**030320 Public participation session.** None present.

**040320 The Minutes of the Meeting** held on Monday 10<sup>th</sup> February 2020 were approved. Cllr Hyatt signed as a correct record.

**050320 Current Issues.**

(a) Maintenance and ditch clearing – Meeting agreed to the purchase of 45 wooden bollards and the postcrete for fixing, for £918 and £270 respectively. This is subject to CCC agreeing to provide the labour to install them. Clerk to contact CCC to get their agreement. If they refuse, then an alternative solution will need to be considered

(b) Allotments – CCC has advised the date change to the lease is still with their solicitor. Clerk to write to the allotment holders to remind them that they will be charged for the half year to 31<sup>st</sup> March. This will bring them in alignment with the P.C. financial year. Cllr Calmeyer to scope out improvements to track way leading to the area behind the allotments

(c) Community Centre – Awaiting new drawings from the architect.

(d) Neighbourhood Development Plan – The team are in the process of re-writing some of the draft policies following comments from CCC. Note that a CCC representative should be attending their May meeting.

(e) PCC – The Diocese have upheld their original decision not to agree to the proposed secure storage area to store the mower. Alternative solutions will need to be considered. P.C. agreed to support the Friends of St Andrews Church with regards to the V.E. day 8<sup>th</sup> May. Meeting agreed to provide £250 towards the hire of a mechanical digger to help defray the costs of levelling out the surface of the church car park.

### ACTION

**Clerk**

**Clerk  
Cllr Calmeyer**

- (f) Sports club – Meeting agreed that the Clerk amend the pitch improvement fund request from the Sports Club so that it has a better chance of being accepted by the F.A. Cllr Kalbfell to ask that an e. version be sent. **Clerk  
Cllr Kalbfell**
- (g) Sandon Village Hall – Note that their AGM will be held 7<sup>th</sup> April. Would the P.C. be interested in joining forces with a local food, and/or craft fayre?
- (h) Welcome packs – Clerk to add PCSO details and footpath information. Also to show a date of publication. To be put on the website. Thoughts needed about how it gets distributed to any new residents. **Clerk  
All**
- (i) Separate email addresses – Meeting agreed that all the new email addresses will be set up by 16<sup>th</sup> March. The Spring Topics will show all the new addresses. **All  
Clerk**
- (j) Annual Assembly – Clerk to send out invites. Still waiting for agreement on guest presenters. Cllr Cross to sort out the Sandon Cup. Note that the corona virus may mean that the event will be postponed. Meeting agreed to delay making this decision until further advice was received. **Clerk  
Cllr Cross**
- (k) Sandon Topics – Clerk to make refinements and send out again. **Clerk**
- (l) Internal auditor – Meeting agreed to re-appoint Auditing Solutions Ltd at a cost of £200. The audit is proposed to take place 27<sup>th</sup> April.
- (m) Office alarm – Cllr Hyatt agreed to be the second point of contact in the event of the alarm being sounded. Clerk to contact Thorndon Security and advise them. Note that they don't recommend a notice stating that "there are no valuables or cash inside this building" **Clerk**

**060320 Correspondence received and action required** – Clerk to write to Street Clean and ask them to clean up the pavement from East Hanningfield Road down to the A12 roundabout. **Clerk**

**070320 Finance**

(a) The following payments were tabled and approved.

Employee costs	£870.32	Tfer
Plusnet	£23.92	d/d
Thorndon Security	£247.20	Tfer
SLCC	£40.00	Tfer

- (b) Budget – Meeting noted latest numbers to Feb end.
- (c) Metro Bank – Cllr Hyatt and the Clerk will still need to make one more visit to the branch to be able to open the one year's savings account. **Cllr Hyatt  
Clerk**

## **080320 Planning:**

**20/00068/FUL.** Wyndham House East Hanningfield Road. Two storey rear extension, first floor side extension. Partial garage conversion and timber framed front porch. No observations

**20/00170/FUL.** Site West Of Gatesgarth Ladywell Lane Sandon. Erection of one new detached 5 bedroom dwelling. No observations.

**19/01077/FUL** Richmond Southend Road. Demolish existing dwelling and outbuilding. Construct replacement dwelling with additional garage and stables. Comments as before. Submitted 11<sup>th</sup> Dec 2019

**20/00205/FUL** 151 Brook End Road South Springfield. Two storey and single storey side extensions. No observations.

**20/05037/TPO.** The Limes East Hanningfield Road. G1 - 21x Limes - re-pollard by following specifications: L1-L3 re-pollard by 4m, L4 re-pollard by 3m: L5-L21 re-pollard by 2m; G1 - 5x Oaks - by following specifications: O1 crown lift by 6m, O2-O5 crown reduce by 3-4m - Reason - to maintain trees at a reasonable size. 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.

**090320 Items of report and potential matters for future agendas.-** None

**100320 Items for next edition of the Topics.** - Already discussed

Meeting closed at 9:17 p.m.

**The next Parish meeting will be held on Monday 6<sup>th</sup> April 2020 at Howe Green United Reformed Church at 7.15pm. NOTE REVISED DATE.**