

SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at **Howe Green United Reformed Church** on **Monday, 10th February 2020** commencing at 7.15 pm



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

In attendance: Clerk.

010220 Apologies for absence – None

020220 Declarations of Interest – None.

030220 Public participation session. None present.

040220 The Minutes of the Meeting held on Monday 13th January 2020 were approved. Cllr Hyatt signed as a correct record.

050220 Current Issues.

(a) Maintenance and ditch clearing – Cllr Williamson updated meeting with the flooding issues on East Hanningfield Road. Clerk to chase CCC re damage caused by bin lorry to the middle green on Hall Lane. Cllr Calmeyer to determine how many posts, and what spec to use, should we wish the green to be protected from future damage. Clerk to write to resident re joy riding on Butts Green to see if they have any further details.

ACTION

Clerk

**Cllr Calmeyer
Clerk**

(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 31st March. This will bring them in alignment with the P.C. financial year.

Clerk

(c) Community Centre – Cllr Calmeyer has met up with the architect and new drawings will be produced. Meeting agreed that Clerk should contact the architect and ask that this be progressed

Clerk

(d) Neighbourhood Development Plan – CCC have advised that some of the draft policies will need to be re-written.

(e) PCC – The Diocese has agreed to the proposed secure storage area to store the mower. However, they have imposed certain conditions. P.C. would like to know how V.E. day will be celebrated with a view to perhaps joining forces with them.

- (f) Sports club – Meeting agreed that extending their lease should not be a problem. Cllr Kalbfell to ask them to let us know what wording/acknowledgement they would like from us for a letter to be used to support the club’s application for funding from the FA. **Cllr Kalbfell**
- (g) Sandon Village Hall – Next meeting 19th Feb.
- (h) Welcome packs – Cllr Williamson will fine tune her draft and send it to the other cllrs for their comments. **Cllr Williamson**
- (i) Separate email addresses – Clerk has set up his new address. This is parishclerk@sandonpc.plus.com Issues with the old one are being investigated so it would be best to use the new address. Cllrs to try and get their new addresses set up. Note that Cllr Kalbfell may be able to help. Alternatively, there is a help desk number or the Clerk. **All**
- (j) Action Plan 2020 – Meeting agreed that the revised plan is accepted. Clerk to update the website. **Clerk**
- (k) Annual Assembly – Clerk to update invitee list and send out invites. Meeting agreed possible guest presenters. Cllr Hyatt to contact EALC and NDP team, Cllr Kalbfell the Sports Club and Village Hall. Cllr Cross to sort out the Sandon Cup **Cllr Hyatt
Cllr Kalbfell
Cllr Cross**
- (l) Unauthorised Encampment Briefing – Cllr Hyatt gave an update following the EALC presentation 5th Feb.
- (m) Topics timetable 2020 – Meeting agreed articles for the Spring edition. Clerk to pull these together and issue a draft for consideration. **Clerk**
- (n) Sandon Hall bridleway – Cllr Hyatt read out most recent email from Bretts. There are still some uncertainties so further clarification is needed. **Cllr Hyatt**
- (o) Stocks of salt – Meeting agreed that the P.C. is not interested in maintaining these
- (p) Office alarm – Clerk to contact maintenance co re recent alarm. Can they provide a sign advising all that the premises are alarmed? Who is on their list to be contacted should the alarm be triggered? **Clerk**

060220 Correspondence received and action required – None

070220 Finance

(a) The following payments were tabled and approved.

Employee costs	£990.32	Tfer
Plusnet	£23.96	d/d
D. Fenton	£390.00	Tfer
Crawfords	£504.00	Tfer
Village Hall	£700.00	Tfer
BFS fuels	£7.73	Tfer

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

(c) Reduced interest rate from 1st Jan. – Cllrs Cross and Hyatt signed the Nationwide Mandate forms so that the deposit account can be opened.
Clerk to progress

Clerk

(d) Meeting agreed that the two Metro Bank accounts be opened to allow £20k to be deposited with them for twelve months. Cllrs Cross and Hyatt, together with the Clerk, signed the Minute reference according to Metro Bank's conditions. Clerk to progress.

Clerk

080220 Planning:

20/00030/FUL. 2 St Swithins Cottages Howe Green. Construction of front porch. No observations

20/00025/FUL. Wakeford Howe Green. Part two storey, part single storey rear extension. No observations.

20/00045/FUL. Sanrose Southend Road. Resubmission of a previously approved application. First floor side extensions with new side dormer and altered roof height. Alterations to front dormer window and removal of rear dormer window. Additional external alterations including new roof windows. No observations.

20/00143/FUL. Howe Farm Southend Road. Construction of part two storey, part first floor side extension and two storey rear extension. No observations.

090220 Items of report and potential matters for future agendas.- None

100220 Items for next edition of the Topics. - Already discussed

110220 Confidential Item - Meeting agreed revised protocol. Clerk to update

Clerk

Meeting closed at 8:50 p.m.

The next Parish meeting will be held on Monday 9th March 2020 at St Andrews Church Meeting Room at 7.15pm.