

SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held online via Microsoft Teams on **Monday, 10th August 2020** commencing at 7.15 pm



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

In attendance: Clerk.

010820 Apologies for absence – James Colbeck

020820 Declarations of interest – None.

030820 Public participation session. None present.

040820 The Minutes of the Meeting held on Monday 13th July 2020 were approved. Cllr Hyatt to sign as a correct record at a later date.

050820 Clerk's Report. Issue arising from this was as follows:
Meeting agreed that clerk pursue the option of purchasing the allotment site and sports ground.

060820 Current Issues.

(a) Maintenance and ditch clearing – Meeting agreed to a resident's suggestion of reducing the frequency of cutting of Butts Green Green. Need confirmation that any resultant hay will be collected by the local farmer.

(b) Allotments – We need to be able to access our piece of land behind the allotments. This could be achieved by the building of an access road. Improvements to the water pipes could be carried out at the same time. Clerk to chase CCC for an update on their latest thoughts on the lease.

(c) Community Centre – Plans will need to be revised following comments from Sports England. These to be sent to them for sense checking before formally re-submitting.

(d) Neighbourhood Development Plan – Last meeting was 4th Aug. Smaller, more informal, meeting to take place 11th.

(e) Sports club – Meeting agreed that the Club be charged for rental for this summer quarter. Concern expressed over a metal detector digging holes in the ground. Clerk to ask Club's secretary to contact police. Is this an item for future Topics?

ACTION

Cllr Hyatt

Clerk

Clerk

Cllr Calmeyer

Clerk
Clerk

- (f) Village Hall – Nothing to report as the hall is not operating as usual and there have been no recent meetings
- (g) PCC – No update.
- (h) Dumping off East Hanningfield Road – no update received from either ECC or the aggrieved resident.
- (i) Internal Auditor’s Report – Meeting noted the comments provided by Auditing Solutions Ltd following their internal audit carried out in July with respect to the financial year 2019-20
- (j) Annual Governance Statement 2019/20 Section 1 – Meeting resolved to approve Section 1 of the AGAR 2019/20. The Chairman and the Clerk signed the Annual Governance Statement.
- (k) Annual Governance Statement 2019/20 Section 2 – Meeting resolved to approve Section 2 of the AGAR 2019/20. The Chairman signed the Accounting Statement
- (l) Dates of the period for the exercise of public rights – Meeting noted these to be from 17th Aug to 28th Sept 2020.
- (m) Cllr email addresses – Clerk to investigate different business providers.
- (n) Confidentiality postscript – Meeting resolved to adopt a confidentiality postscript to be used on P.C. emails.
- (o) Informal Community Governance Review Consultation – Meeting agreed what Cllr Hyatt should enter on the on-line questionnaire. The possibility of changing the P.C. name so that it was more inclusive was discussed.
- (p) Meeting of Parish Councils 10th Aug. – Cllr Kalbfell provided feedback.

Clerk

Clerk

070820 Correspondence received and action required – Meeting agreed to a virtual meeting with the proposers of a solar farm in Sandon/Danbury parishes. Clerk to come up with suggested dates (post 19:00). Clerk to write to resident concerned about dog mess that she needs to contact Sandon School. Clerk to write to ECC Highways re damaged mirror on Mayes Lane.

Clerk
Clerk
Clerk

080820 Finance

- (a) The following payments were tabled and approved.

| | | |
|--------------------|---------|------|
| Employee costs | £970.42 | Tfer |
| Auditing Solutions | £246.00 | Tfer |
| C Calmeyer | £66.58 | Tfer |
| Wave | £35.59 | Tfer |
| Plusnet | £21.38 | d/d |

- (b) Meeting agreed latest budget.

(c) Clerk to amend Financial Regs following discussion on the Debit Card.

Clerk

090820 Planning:

20/00990/FUL. Howe Farm Southend Road. Resubmission of approved application 20/00143/FUL. Alteration to the design and size of the single storey rear extension to form an Orangery. Minor alterations to fenestration at rear and side. No observations.

20/00957/OUT. Site At Sandon Sports Club Recreation Ground Rectory Chase. Outline application for the demolition of the existing Sports Pavilion and Parish Council Offices (portacabin) and construction of a new Community Building and Sports Pavilion. Layout and scale being sought, all other matters reserved. The P.C. is not making any comments on this application.

20/01139/FUL. Primrose Cottage Hulls Lane. Conversion of existing garage to form two bedrooms. Construction of link to attach to main dwelling and creation of utility area and shower room. No observations.

Cllr Hyatt has been asked by a Howe Green resident for help in resolving a subsidence issue resulting from the close proximity of three oak trees.

100820 Items of report and potential matters for future agendas.- Clerk to re-send out government guidelines with regard to the necessity of continuing to hold virtual meetings

Clerk

110820 Items for next edition of the Topics – Update on the Community Hall, Thanks to the residents for their Scope comments, New name for Sandon P.C.?

Meeting closed at 9:13 p.m.

The next Parish meeting will be held online Monday 14th September 2020 using Microsoft Teams starting at 7.15pm