

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held online via Microsoft Teams on **Monday, 14th September 2020** commencing at 7.15 pm

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

**In attendance:** Clerk, four members of the public

### ACTION

**010920 Apologies for absence** – Elaine Williamson

**020920 Declarations of interest** – None.

**030920 Public participation session.** Three residents wished to express their concerns over a planning proposal. One resident wanted clarification on the entry and exit points during, and after, construction of the new Community Hall.

**040920 The Minutes of the Meeting** held on Monday 10<sup>th</sup> August 2020 were approved. Cllr Hyatt to sign as a correct record at a later date.

Cllr Hyatt

**050920 Clerk's Report.** CCC has said that the allotment land is not for sale. Diocese has said that the P.C. would need to make an offer on the sports ground. Cllr Calmeyer to provide an approx. acreage so that a rough costing could be made.

Cllr Calmeyer

**060920 Current Issues.**

(a) Maintenance and ditch clearing – Cllr Calmeyer reported back on a recent meeting with the handyman where the frequency, and type of machinery to be used, was agreed.

(b) Allotments – The decision on whether to progress with the construction of an access road to the back of the allotments was deferred until Oct, when we should have an update from CCC. Clerk to contact first person on waiting list to see if he was interested in taking over a half plot. Meeting agreed to request by a plot holder for the erection of a temporary polytunnel.

Clerk

(c) Community Centre – Essex Highways are now recommending a consultant be hired to consider the vehicle implications. This could cost approx. £2k. New plans will need to be cognisant of their requirements.

(d) Neighbourhood Development Plan – the draft plan is almost there. Further tweaks needed before approaching a consultant. Clerk to look for funding once the NDP team have a better idea of all costings.

Clerk

- (e) Sports club – Clerk still waiting for feedback from CCC about whether they will collect the rubbish from the two bins. Clerk
- (f) Village Hall – Nothing to report as there have been no recent meetings
- (g) PCC – Meeting agreed to contribute £650 towards the levelling, and resurfacing, of the car park. This represents the hire of a digger and lorry. The PCC will pay for the material used. It was noted that the car park is shut on an irregular basis to deter anti-social activities.
- (h) Cllr email addresses – Meeting agreed that all would set up their own email address in gmail. Clerk to send out format to be used. Clerk
- (i) Possible Parish Council name change – Item to be discussed at the next meeting. Clerk
- (j) Travellers – The recent incursion onto Sandon School land seems to have been resolved reasonably quickly. Cllr Calmeyer to investigate the cost of putting in detachable posts at the gate at the top end of the sports ground. Cllr Calmeyer
- (k) Essex Forest initiative – P.C. does not have enough land to make this worthwhile. A subject for the Topics perhaps? Clerk
- (l) Clerk’s salary increase – Following recent Union negotiations, the meeting noted recent 2.7% pay increase. This to be backdated to April. Also extra day’s holiday (pro-rated) Clerk
- (m) Solar Farm presentation – Meeting agreed that this had gone well and were broadly in favour. Await firm planning proposals. Clerk
- (n) Speed Watch – Cllr Cross to see whether there were at least ten people who would be prepared to volunteer Cllr Cross
- (o) Upcoming Cllr unavailability – Meeting agreed to use the Google calendar (via gmail) All
- (p) Disciplinary Procedure – Meeting agreed that this was still fit for purpose Clerk
- (q) Grievance Procedure – Meeting agreed that this was still fit for purpose Clerk
- 070920 Correspondence received and action required** – Clerk to forward on the priority list of pot holes that Cllr Hyatt had compiled. Clerk to send Cllr Cross the invite to the Bradwell B community forum. Clerk  
Clerk

**080920 Finance**

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

Employee costs	£977.09	Tfer
Billericay Fuel Services	£34.98	Tfer
Andrew Eng.	£114.00	Tfer
Plusnet	£19.54	d/d

(b) Meeting agreed latest budget.

**090920 Planning:**

**20/01247/FUL** The Croft, Southend Road. Retrospective application for garden room. No observations

**20/01210/FUL** Wyndham House, East Hanningfield Road. Two storey rear extension, first floor side extension. Partial garage conversion and timber framed front porch. Alterations to fenestration. No observations

**20/01248/FUL** The Croft, Southend Road. Retrospective application for the construction of a tree house. Sandon Parish Council feel this tree house will have an impact on the neighbour's privacy as from the platform the users could overlook the neighbour's gardens and possibly into their properties. We have taken into account the comments that it will not be used in winter when there are no leaves in the tree.

**20/01158/FUL** 3 The Tythings, Howe Green. Two storey front extension. No observations

**20/01344/CUPAQ** Farm View, East Hanningfield Road. Determination as to whether the prior approval of the local planning authority is required for the proposed change of use from Agricultural Buildings to a dwelling house (Class C3). Sandon Parish Council do not agree to this barn conversion. The use of the Part 3 of the Second Schedule of the General Permitted Development Order is inappropriate. We have failed to find a planning application for the existing barn on the CCC website, and cannot see proof it has been used as an Agricultural Barn. It is only partly within the Defined Settlement area. It is within Countryside beyond the Metropolitan Green Belt. It could be at risk of flood with the very large body of water in the vicinity. We would have also expected a bat survey of the existing barn and a great crested newt survey given its location so close to water. Access is via a shared drive that has recently been tarmacked by the adjacent property. We feel if this permission were to be granted a new drive should be formed for the current property and the additional barn conversion. It is therefore felt this should be refused.

**20/01322/FUL** Land North West Of Three Oaks, Southend Road. B1 use office development. Sandon Parish Council feel the design of this new barn-like business premises does not fit well with the neighbouring street scene. As per the Sandon Village Design Statement HG5, new properties should be in keeping with the area and reflect the character of their existing surroundings and HR6 Alterations or new buildings should blend with existing, nearby buildings. We would prefer the building to be in brick with tiled roof. It is also felt that the downstairs WC and kitchen odour extraction would be directed straight towards the neighbouring property. Could the WC be moved to the end of side elevation of the building?

**20/01298/FUL** Oakwood, Butts Green Road. Proposed single storey indoor swimming pool to provide a teaching facility for baby and toddler swimming to rear of existing garage. Sandon Parish Council have looked at this new business application to provide swimming lessons for babies and toddlers, and feel it

should be rejected. Oakwood is on a very quiet, single lane, residential road, and we have concerns about the additional traffic this business could generate, and the amount of off-road parking provided. The premises need room for a minimum of six clients' cars + a disabled bay, in addition to their own vehicles. We would not approve large groups attending lessons, because of the restricted parking available, which we feel could be the case if they become popular in the future. There is no parking on the road as it is narrow and has bends, and the verges become very soft in the wet weather. We are concerned that the drainage in this area will not cope with the extra use from showers and toilets etc., and there is a risk of polluting the river close by. We also have concerns regarding the noise pollution for the nearby neighbours in this quiet neighbourhood.

**20/01323/FUL** Elrose, Mayes Lane. Partial conversion of existing outbuilding into home office/leisure use. No observations

**20/01345/FUL** Mill Hill House, East Hanningfield Road. Construction of new entrance gates. No observations

**20/01129/FUL** Damsels, Sandon Hall Bridleway. Two storey front extension & single storey rear extension. No observations

**100920 Items of report and potential matters for future agendas – none**

**110920 Items for next edition of the Topics – none**

**120920 Confidential Items –** London Bridge process was reviewed. Recent anti-social activity was discussed. Need to re-establish Personnel Committee.

Meeting closed at 9:50 p.m.

**The next Parish meeting will be held online Monday 12<sup>th</sup> October 2020 using Microsoft Teams starting at 7.15pm**