

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the **Howe Green Reformed Church** on **Monday, 3rd April 2023**  
commencing at 7.15 pm



**PRESENT: Councillors:** Dee Hyatt - Chairman  
Martin Cross  
Gary Nicholls  
Cedric Calmeyer  
Alan Kalbfell p/t

**In attendance:** Clerk and two members of the public

### ACTION

**010423 Apologies for absence** – Cllr James Colbeck.

**020423 Declarations of interest** – None declared.

**030423 Public participation session.** – A member of the public wished to raise their objection to a recent planning application and previous planning breaches on the site. Clerk to send through the contact details of the City Councillors

Clerk

**040423 The Minutes of the Meeting** held on Monday 13th March 2023 were approved. Cllr Hyatt then signed the minutes at the meeting.

**050423 Clerk's Report.** Cllr Hyatt to carry out the risk assessment on our maintenance contractor. She will phone him to arrange.

Cllr Hyatt

### **060423 Finance**

(a) The following payments were tabled and approved.

sub total employee costs	£735.92
Plusnet	£23.62
Andrew Eng maintenance	£306.35
SLCC	£112.00
Talk to Pheonix	£9.54
Troy Planning	£3,319.10

(b) The budget to Mar end was presented without comments.

(c) No Nationwide transfer needed to be signed as the annual precept is expected to be in the bank account 25<sup>th</sup> April.

## 070423 Planning:

**23/00293/ADV** Chelmsford Nursing Home, East Hanningfield Road. Installation of non-illuminated signage. No observations.

**23/00375/FUL** Fairlawn, Mayes Lane. Two storey front extension with side dormer. Single storey side extension. Front porch extension. Addition of roof lights. No observations

**23/05535/CAT** Sandon Place, The Green. Hawthorn tree - Lateral prune of 3m. Reason: To facilitate scaffold access to perform essential National Grid overhead power line works. No observations.

## 080423 Current Issues.

(a) Maintenance – Nothing new to add.

(b) Allotments – No current issues.

(c) Community Centre – The diocese have now agreed to a 30 year lease. Tricolor (who are sourcing the funds) will present at the Annual Assembly. Clerk to check connectivity. Meeting agreed the cost of £200 to get the CIO (Charitable Incorporate Organisation) constitution to be typed up.

Clerk

(d) Neighbourhood Development Plan – Cllr Hyatt reported that all of the funds awarded by Locality to fund the project will have been exhausted this month. Any further costs (estimated at over £2k) will need to be paid out of the parish reserves. This should get the plan to the state when CCC will take over the costs.

(e) Sports Club – Nothing to add.

(f) Village Hall – Cllr Kalbfell subsequently reported back on their AGM which was held earlier in the evening. Clerk to liaise with their Treasurer re information on how often the Sandon Scouts are using the hall. The grant to be renamed.

Clerk

(g) PCC – Meeting noted their AGM will be held 23<sup>rd</sup> April.

(h) Annual Assembly 2023 – Clerk to check that roving mics will be supplied. Meeting agreed tasks for the evening. Cllr Hyatt will put out a draft agenda.

Cllr Hyatt

(i) Local elections 4<sup>th</sup> May – Clerk was aware that seven forms have been/will be submitted. This leaves a position unfilled unless someone else has contacted CCC directly. Should there only be seven councillors elected, then the P.C. can try and co-opt a councillor post 9<sup>th</sup> May.

(j) The Spring Topics – Copy is now with the printers. Should be with Cllr Hyatt 4<sup>th</sup> April.

(k) Grant Application Policy – Meeting agreed that Sandon P.C. should adopt such a policy. Clerk to come up with a draft, together with an application form, and circulate prior to formal agreement at June’s P.C. meeting.

Clerk

(l) Google groups – Cllr Cross to liaise with our local I.T. expert re his difficulties in administering the Sandon Google group

Cllr Cross

**090423 Correspondence received and action required** – Meeting approved of a local resident’s initiative in trying to minimise the issue of dog fouling. She is prepared to install, and stock, poop bag dispensers. Clerk to find out more and how much this is likely to cost.

Clerk

**100423 Items of report and potential matters for future agendas** – Cllr Calmeyer mooted the idea of purchasing a Coronation bench to celebrate the upcoming event. He is to find more details and costs, and circulate these prior to formal agreement at May’s meeting.

Cllr Calmeyer

**110423 Items for next edition of the Topics** – Spring edition has now been agreed. The summer one could include the fixmystreet initiative.

Meeting closed at 8:55 p.m.

**The next meeting will be held Tuesday 9<sup>th</sup> May 2023 at St Andrews Church Hall starting at 7.15pm. This meeting will include the AGM. Note change of date due to the local elections and the coronation.**