

SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the St Andrews Church Hall on **Tuesday, 9th May 2023** commencing at 7.15 pm



PRESENT: Councillors: Dee Hyatt - Chairman
Martin Cross
Alan Kalbfell
Darren Chaplin
Cedric Calmeyer
Gary Nichols

In attendance: Clerk and two members of the public

ACTION

010523 Election of chairman

Cllr Hyatt was elected chairman of the Parish Council. She duly signed the Acceptance Form. She welcomed the arrival of Cllr Darren Chaplin who has returned to the P.C. after a prolonged absence.

020523 Election of vice chairman

Cllr Cross was proposed as the vice chairman.

030523 Apologies for absence – Cllr James Colbeck

040523 Declarations of Interest – None declared

050523 Public participation session.

A resident raised his concerns about the proposed nine warehouses being sited off the junction 17 at Sandon. Clerk to post the council's objections to CCC and print posters advertising the public meeting to be held at the Howe Green Reformed Church on 16th May starting 19:00. Clerk to also print the letter that will be sent to each resident advertising this meeting. A resident raised questions about the new Community Centre.

Clerk
Clerk

060523 The Minutes of the Meeting held on Monday 3rd April 2023 were approved. Cllr Hyatt signed as a correct record.

070523 Clarification of the Parish Councillors' areas of responsibilities.

- (a) Planning – Cllr Hyatt
- (b) Finance – Cllr Cross
- (c) Speed Watch group – Cllr Hyatt
- (d) Neighbourhood Development Plan – Cllr Hyatt
- (e) Community Centre – Cllr Calmeyer + Committee
- (f) Maintenance – Cllr Calmeyer
- (g) Allotments – Cllr Calmeyer
- (h) St Andrews PCC – Cllr Colbeck
- (i) Sandon Village Hall – Cllr Kalbfell
- (j) Sports Club – Cllr Chaplin
- (k) Personnel – Cllr Kalbfell and Cllr Chaplin

080523 Agenda items as per Standing Orders

- (a) The Standing Orders, together with the Financial Regulations, were reviewed and adopted.
- (b) Meeting dates to the end of 2023 have already been agreed. The following dates to the 2024 Annual Parish Meeting were confirmed: Jan 8th, Feb 12th, March 11th, April 8th with the APM May 13th. Note that meeting venues will alternate between St Andrews Church Hall and Howe Green Reformed Church. The first meeting in the New Year will be at St Andrews.

090523 Appointment of Auditors and Solicitors

- (a) It was agreed that the internal auditor be Jan Stobart from RCCE
- (b) The solicitors were to remain as Holmes & Hills
- (c) The external auditor was noted to be PKF Littlejohn LLP

100523 Re-adoption of the General Power of Competence.

Sandon Parish Council resolved to re-adopt the General Power of Competence having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012.

110523 Financial matters

- (a) It was agreed that the bank account signatories will stay as Cllrs Hyatt and Cross. Cllr Colbeck will approve the expenses along with Cllr Cross. Cllr Nicholls will stand in for Cllr Colbeck during his absence.
- (b) Meeting agreed the continued use of variable direct debits for the payments to telephone/broadband and the corporate debit card.

120523 Clerks Report

Cllr Cross to resolve administrator access issues for his google group.

Cllr Cross

130523 Finance

The following payments were tabled and approved

sub total employee costs	£792.58
Plusnet	£29.56
Andrew Eng maintenance	£837.05
Sandon School	£140.00
Troy Planning	£2,559.90
Martin Cross	£14.40
BFS	£31.94
EALC	£428.63
Cllr Hyatt	£39.99
K Lehmann	£200.00
Parish Mag Printing	£133.80

140523 Planning:

23/00512/OUT Woodcroft, East Hanningfield Road. Outline application for new dwelling house with all matters reserved. No observations.

23/00577/FUL Land North Of Peach House Cottages, Southlands Chase. Replacement of existing animal stable/shelter with stables and hay store. No observations.

23/00573/FUL Park And Ride Site, Maldon Road. The inclusion of secondary temporary uses within the approved Sandon Park and Ride facility. No observations.

23/00666/FUL Gatesgarth, Ladywell Lane. First floor side and front, two storey side and single storey rear extension, replacement rear dormer, reduction of existing single storey pitched roof and demolition of part existing single storey front extension.. No observations.

23/00700/FUL Wayside, Southend Road. Construction of single storey rear and side extension including internal alterations. New side facing dormer and addition of roof lights. No observations.

150523 Current Issues.

(a) Maintenance – The recent damage to Corner Green has still not been repaired. Clerk to chase up. Meeting noted resident's request to have the cut grass removed from the pavements after mowing.

Clerk
Cllr Calmeyer

(b) Allotments – No updates.

(c) Community Centre – The constitution of the CIO has now been typed up. Clerk to investigate the next steps on getting this registered.

Clerk

(d) Neighbourhood Development Plan – Today's earlier meeting went through the draft document before it gets sent to Troy Planning for the final check.

(e) Sports club – No updates.

(f) Village Hall – They have requested that the scouts apply direct to the P.C. if they would like their hall hire to continue to be subsidised (but see item (i) later).

(g) PCC – Meeting agreed to their request for the P.C. to order two lights at £36.64. They will install them on the public footpath outside the church

Clerk

(h) Annual Assembly – Meeting discussed the feedback that had been received following this event, Should it be held next year? If so, might the Village Hall be a better location (subject to availability)?

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| (i) Grant Application Policy and Request Form – Meeting agreed both. Clerk to put on website and contact the scouts and The Friends of St Andrews about this new form. Should be an article for the next Topics about this. | Clerk |
| (j) Coronation bench – Meeting agreed a total cost of £1,919 for a dedicated Coronation bench and fixing. It is proposed to be sited at Butts Green Green. Clerk to order. | Clerk |
| (k) The Handyman – The handyman advised the P.C. that he is now using more of his equipment as well as his costs having increased. Meeting agreed to increase his hourly rate to £25 from 1 st May. | |
| (l) Virtual Community Building Management Course – Both the Clerk and Cllr Calmeyer, to attend this virtual course 24 th May. | Clerk
Cllr Calmeyer |

160523 Correspondence received and action required – Already covered in (a) above

170523 Items of report and potential matters for future agendas – None

180523 Items for next edition of the Topics – Articles to be with clerk 7th July. All

Meeting closed at 8:46 p.m.

The next Parish Council meeting will be held at Howe Green Reformed Church Monday 12th June 2023 starting at 7.15pm