

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the **St Andrews Church Hall** on **Monday, 11<sup>th</sup> September 2023** commencing at 7.15 pm

---



**PRESENT: Councillors:** Martin Cross  
Gary Nicholls  
Cedric Calmeyer  
Alan Kalbfell  
Dee Hyatt

**In attendance:** Clerk.

### ACTION

**010923 Apologies for absence** – Cllr James Colbeck

**020923 Declarations of interest** – None declared.

**030923 Public participation session.** – No public present.

**040923 The Minutes of the Meeting** held on Monday 14th Aug 2023 were approved. Cllr Hyatt then signed the minutes at the meeting.

**050923 Clerk's Report.** Nothing new to update the meeting with.

### **060923 Finance**

(a) The following payments were tabled and approved.

sub total employee costs	£814.43
Plusnet	£25.04
Andrew Eng	£1,940.70
BFS	£52.00
Garden Machinery	£275.00
Cedric Calmeyer	£262.58
Parish Magazine Printing	£395.40
PKF Littlejohn	£378.00

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

(c) Meeting noted the new rate of interest of 3.15% (was 2.8%) on the monies held in the Nationwide account.

### **070923 Planning:**

**23/01239/FUL** Land North Of Woodcroft, East Hanningfield Road. New dwelling house with formation of access. No observations.

**23/01231/FUL** Maple Tree House, Woodhill Road. Single storey rear/side extension. No observations.

**23/01299/FUL** 41 Hall Lane. Demolition of existing side extension. Proposed two storey side extension, and single storey front and rear extension, with alterations to fenestration. No observations.

**23/05163/TPO** Little Gatton, East Hanningfield Road. T6 and T7 - Oaks - (front garden) - Prune back to previously pruned points between 2.5 - 3.5m, leaving furnishing growth. Crown lift to achieve 2.5 - 3m clearance from ground to lowest secondary branch. Remove dead wood and Ivy. Reason: To clear overhead wires, for safety reasons and to continue previous management regime. No observations.

**23/01331/FUL** Mead Cottage, Butts Green Road. Construction of equestrian manege in existing paddock. No observations.

**23/01377/FUL** Middle Barn, Maldon Road. Side extension to kitchen and alterations to fenestration No observations.

#### **080923 Current Issues.**

(a) Maintenance – The back of the notice board on Middle Green has been replaced. The Coronation bench is now in situ. Meeting noted that it is already being used. The pavement along the Old Southend Road is being dangerously narrowed by encroaching vegetation. Essex Highways to be notified to action.

Cllr Hyatt

(b) Allotments – Plot 8 is still not being satisfactorily cultivated. Clerk to send one more letter to the resident asking that this is rectified.

Clerk

(c) Community Centre – A Metro bank account will be set up to enable the CIO to be registered with the Charities Commission. Waiting for the Sports Club to agree a meeting so that the trustees' signatures can be obtained.

Cllr Calmeyer

(d) Neighbourhood Development Plan – The group is liaising with CCC Planning following initial questions from the examiner. This correspondence has been posted on both P.C. websites.

(e) Sports Club – No update.

(f) Village Hall – No update. The external walls have been recently repainted

(g) PCC – Next meeting will be w/c 11<sup>th</sup> Sept

(h) The Warehouse Group – Group is still waiting before opening a bank account in readiness for any further action.

(i) Litter picker role – Clerk to put together the necessary documents before he, and Cllr Kalbfell, interview the prospective candidates.

Clerk

- (j) Barclays Account – Cllr’s Hyatt and Cross signed the form that the bank has sent confirming the personal details of the authorised signatures.
- (k) Butts Green parking issue – Following a complaint received from a resident, P.C. to install a notice requesting that the access way across the green to the field be kept free from vehicular parking. Clerk to write to the landowner asking that some sort of gate be erected to deter fly tipping or dumping.
- (l) External Auditor’s report – He has picked up that last year’s AGAR form had been delivered late (due to the change of Internal Auditor). This year’s AGAR should have noted this. Otherwise, there were no issues.
- (m) Clerk’s new email account – Meeting noted the closure of the old plusnet.com email account, and the replacement, sandonparishclerk@gmail.com

Clerk  
Clerk

**090923 Correspondence received and action required** – The clerk has replied to the recent FOI request with a redacted summary of emails he had received about this particular planning application. Cllr Hyatt to attend the Holmes and Hills Planning Law Update seminar 11<sup>th</sup> October.

Cllr Hyatt

**101023 Items of report and potential matters for future agendas** – Next meeting to discuss speed cameras and other initiatives to get cars to slow down on the parish roads. Meeting noted that the clerk was taking a day’s holiday Weds 13<sup>th</sup> Sept.

Clerk

Meeting closed at 8:46 p.m.

**The next meeting will be held Monday 9<sup>th</sup> October 2023 at Howe Green Reformed Church starting at 7.15pm.**