

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the **Howe Green Reformed Church** on **Monday 12<sup>th</sup> December 2023** commencing at 7.15 pm



**PRESENT: Councillors:**  
Dee Hyatt  
Martin Cross  
Cedric Calmeyer  
Alan Kalbfell  
Gary Nicholls  
Darren Chaplin  
James Colbeck

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

### ACTION

**012223 Apologies for absence** – City Cllr Julia Jeapes.

**021223 Declarations of interest** – None declared. There were two confidential items that were to be discussed at the end of the meeting.

**031223 Public participation session.** – A member of the public wanted to know more about the recent discussions about cricket coming back to the sports ground.

**041223 The Minutes of the Meeting** held on Monday, 13<sup>th</sup> November 2023 were approved. Cllr Hyatt then signed the minutes at the meeting.

**051223 City Cllr update.** City Cllr Julia Jeapes sent a written report. She has arranged a guest speaker for the Hammonds Farm presentation to be held 19:30 Friday 12<sup>th</sup> Jan at the Sandon Village Hall. The advertising of this to be delayed until after Xmas. There was an update on the warehouse proposal (see item 091223 (i) below).

Clerk. Cllr Hyatt

**061223 Clerk's Report.** LHP requests have been escalated upwards.

### **071223 Finance**

(a) The following payments were tabled and approved.

sub total employee costs	£892.58
TalkTalk	£26.74
Andrew Eng maintenance	£842.65
D.W.Maintenance	£275.00
Sandon Village Hall	£160.00

(b) The budget to November end was presented.

- (c) The bank transfer form was not needed as CiL monies had been received.
- (d) The clerk presented the budget for 2024-25. This showed a precept request of £40,360 which represents a 4% increase on last years'. Meeting approved this precept request. Clerk to action.

Clerk

### 081223 Planning:

**23/01701/FUL** Caynes, East Hanningfield Road. Proposed erection of solar array in rear garden. No observations.

**23/01852/FUL** 3, The Old Orchard. Replacement of existing roof light with dormer. No observations. Cllr Hyatt abstained.

### 091223 Current Issues.

- (a) Maintenance – Meeting agreed the quote of £410.74 for the specialised paint needed for the exterior of the parish office. Concerns have been raised by residents about the quality of the lighting by the church. Cllr Calmeyer to raise this with the PCC as this is their responsibility.
- (b) Conservation and sustainability – Cllr Chaplin proposed that this should be an ongoing agenda item. He will liaise with the Village Wildlife Champion.
- (c) Allotments – No issues raised.
- (d) Community Centre – Metro Bank head office are considering the request for setting up the bank account. Once agreement has been received, the Clerk to register the CIO with the Charities Commission.
- (e) Neighbourhood Development Plan –The referendum result was: 119 For, 21 Against, with a turnout of 20.4%. This means that the plan has been passed. Much credit should go to the team that have worked so hard to put this together. The plan will need to be reviewed in the future. The next milestone will be in 2026 when CCC's Local Plan is due to be issued.
- (f) Sports Club – There has been a request for cricket to return to the village. Initial discussions with the sports club have been encouraging. Club to be alerted that the location address on the defibrillator needs to be made clear. The barrier across the car park entrance needs to be put back correctly after being used.
- (g) Village Hall – Can the litter bin outside the hall be anchored more securely? Cllr Calmeyer to investigate.
- (h) PCC – The lighting within the church needs to be improved. The Friends of St Andrews may put in a grant request for this.
- (i) The Warehouse Group – City Cllr Julia Jeapes had confirmed that there is no formal planning application in at the moment.

Cllr Calmeyer

Cllr Chaplin

Clerk

Cllr Chaplin

Cllr Calmeyer

Cllr Chaplin

(j) Meeting dates for 2024 – These were agreed to be: 8<sup>th</sup> Jan, 12<sup>th</sup> Feb, 11<sup>th</sup> Mar, 8<sup>th</sup> Apr, 13<sup>th</sup> May (to include the AGM), 10<sup>th</sup> June, 8<sup>th</sup> July, 12<sup>th</sup> Aug, 9<sup>th</sup> Sep, 14<sup>th</sup> Oct, 11<sup>th</sup> Nov, and 9<sup>th</sup> Dec. It was proposed that the Annual Assembly will be held on the 18<sup>th</sup> April at Sandon Village Hall.

Clerk

(k) Grass cutting tender from April 2024 – Meeting agreed that the tender document should last for an initial one year. Litter picking to be separated out. Clerk to make changes and send out for quotes.

Clerk

(l) Cllr Code of Conduct – Cllr Calmeyer reported back following presentation from the CCC Monitoring Officer 6<sup>th</sup> Dec. Clerk to send out our own code of conduct as well as the new model c.o.c.

Clerk

(m) Topics dates for 2024 – Meeting agreed that the articles to be with clerk, 8<sup>th</sup> Mar, 7<sup>th</sup> June and 8<sup>th</sup> Nov.

All

**101223 Correspondence received and action required – None**

**111223 Items of report and potential matters for future agendas – Potential co-option of new cllr.**

Clerk

**121223 Items for the Spring Topics – Cllr Chaplin will provide an article on a possible Garden Open Day this summer.**

Cllr Chaplin

**131223 Two confidential items – The members of the public were excluded from this session. The litter picker's position was discussed, as well as a recent issue with a cllr.**

Meeting closed at 9:01 p.m.

**The next meeting will be held Monday 8<sup>th</sup> January 2024 at St Andrews Church Hall starting at 7.15pm.**