

## SANDON PARISH COUNCIL

Minutes of the **Parish Council Meeting** held at the **St Andrews Church Hall** on **Monday 13<sup>th</sup> November 2023** commencing at 7.15 pm

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**PRESENT: Councillors:**  
Dee Hyatt  
Martin Cross (p/t)  
Cedric Calmeyer  
Alan Kalbfell  
Gary Nicholls  
Darren Chaplin

**In attendance:** Clerk, City Cllr Julia Jeapes, four members of the public

### ACTION

**011123 Apologies for absence** – Cllr James Colbeck.

**021123 Declarations of interest** – None declared.

**031123 Public participation session.** – The following developments were discussed, Hammonds Farm, Sandon Park & Ride and The Army and Navy roundabout.

Hammonds Farm. Clerk to arrange a public meeting early Jan to which residents can attend. Cllr Jeapes to organise the speaker.

Sandon Park & Ride. Clerk to send the P.C.'s comments to ECC

The Army and Navy roundabout. Further public consultations will be held.

Clerk  
Cllr Jeapes  
Clerk

**041123 The Minutes of the Meeting** held on Monday, 9<sup>th</sup> October 2023 were approved. Cllr Hyatt then signed the minutes at the meeting.

**051123 Clerk's Report.** Still waiting for a response from Cllr Grundy re LHP requests. Clerk to chase again.

Clerk

### **061123 Finance**

(a) The following payments were tabled and approved (with one vote against).

sub total employee costs	£1,113.32
e-digiprint	£265.00
TalkTalk	£25.76
Andrew Eng maintenance	£732.35
Charfleets Fencing	£150.00
BFS	£91.24
E. Doe	£25.00
Talk to Pheonix	£300.00
Warehouse Action Group	£1,825.00
Grasshopper	£252.09

(b) The budget to Oct end was presented. Clerk to give more details on the sundry income figure

Clerk

(c) The bank transfer form for £4k from the deposit account was signed.

### 071123 Planning:

**23/01638/FUL** Caynes, East Hanningfield Road. Single storey extension with raised patio area to rear. No observations.

**23/01680/OUT** Land North Of Hilltops, Southend Road. Outline application for the construction of two detached dwellings. Access and layout being sought. All other matters reserved. No observations.

### 081123 Current Issues.

(a) Maintenance – Meeting agreed the quote of £275 from Sign It for the manufacture and installation of the “No Parking” sign at Butts Green Green. Quotes needed for painting and remedial work needed for the exterior of the parish office

Cllr Calmeyer

(b) Allotments – No issues raised.

(c) Community Centre – There will be a meeting with Metro Bank when the account will be set up. This will then enable the Clerk to register the CIO with the Charities Commission.

Clerk

(d) Neighbourhood Development Plan –The referendum is planned for Thursday 23<sup>rd</sup> November. CCC will be organising. The P.C. will put up posters and advertise this date on social media. Meeting agreed to close down the current Sandon NDP website once the referendum is over

Clerk &  
Cllr Hyatt  
Clerk

(e) Sports Club – Baddow Spartak is now the sole entity

(f) Village Hall – No issues.

(g) PCC – They are currently concentrating on the maintenance of the church

(h) The Warehouse Group – The bank account has now been set up. Clerk to transfer the balance of the funds £1,825 on the understanding that this will be returned if it remains unspent. As at now, there is no formal planning application

Clerk

(i) The Christmas tree – Meeting agreed the quote of £125 from Charfleets Fencing for the supply and delivery of the St Andrew’s Christmas tree. It should be with us before the end of this month.

(j) Gablesfield Pond – Meeting noted the request from a resident to improve the pond and its surroundings. Cllr Chaplin to contact the CCC Parks representative. Lynton Lamb was a famous son of Sandon. Could he be remembered by some form of plaque at this site?

Cllr Chaplin

(k) Cllr Code of Conduct – Cllr’s Calmeyer and Chaplin to attend a Teams meeting 17:00 6<sup>th</sup> Dec with the view to reporting back at the next meeting. Note Sandon P.C. is one of a few parishes not to have signed this code.

Cllrs Calmeyer & Chaplin

(l) Winter edition of the Topics – Cllr Hyatt to collect this Friday. It needs to be delivered by this weekend (Sun 19<sup>th</sup>) to catch the referendum date.

All

(m) Clerk’s pay increase – Meeting noted the NALC agreed pay rise of £1 per hour effective from 1<sup>st</sup> April 2023.

**091123 Correspondence received and action required – None**

**101123 Items of report and potential matters for future agendas – None**

**111123 Items for the Spring Topics –** Cllr Chaplin will provide an article on the Gablesfield Pond. Cllr Kalbfell on Lynton Lamb and how he could be best recognised.

Cllr Chaplin  
Cllr Kalbfell

Meeting closed at 8:50 p.m.

**The next meeting will be held Monday 11<sup>th</sup> December 2023 at Howe Green Reformed Church starting at 7.15pm.**