

# SANDON PARISH COUNCIL



Parish Office  
Recreation Ground  
Rectory Chase  
Sandon  
Essex CM2 7SQ  
Tel: 01245 477111  
[parishclerk@sandon.info](mailto:parishclerk@sandon.info)

## To all members of the Council

You are hereby summoned to a meeting of Sandon Parish Council to be held at **St Andrews Church Hall** on 8<sup>th</sup> **January 2024** commencing at **7.15 pm** when the following business is proposed to be transacted.

*Ted Munt*

Clerk to the Council  
3rd January 2024

## AGENDA

1. To agree the co-option of a new councillor
2. To accept apologies for absence.
3. Declaration of interest in items on the agenda
  - a. To consider whether any items on the agenda are of a confidential nature and to resolve to exclude public/press for these item(s)
4. To approve the minutes of the meeting on Monday 12th December. To be signed by the Chair.
5. Public participation section.
6. City Councillor's update - from Cllr Julia Jeapes
7. Clerk's report – update from the clerk
8. Finance:
  - a. Payments to approve – list of payments to be circulated
  - b. Budget presentation – Are there any concerns? – All
  - c. Bank transfer form – Signatures needed – Cllrs Hyatt and Cross
9. Planning
  - a. Applications received – To be circulated.
  - b. Determinations made – To be circulated.
  - c. Enforcement list – To be circulated.
  - d. Other planning matters – To be circulated.

10. Current issues:

- a. Parish maintenance – Cllr Calmeyer to give an update.
- b. Conservation and sustainability – Cllr Chaplin to give an update
- c. Allotments – Cllr Calmeyer to give an update.
- d. Community centre – Cllr Calmeyer to give an update.
- e. Sports Club – Cllr Chaplin to give an update.
- f. Village Hall – Cllr Kalbfell to give an update.
- g. PCC – Cllr Calmeyer to give an update.
- h. The Warehouse Action Group – Cllr Hyatt to give an update.
- i. Annual Assembly – Meeting to note revised date of Thursday 11<sup>th</sup> April. Decision needed on the format for the meeting – All.
- j. Grass cutting tender – Meeting to agree this tender prior to it being published. Clerk
- k. Hammonds Farm meeting – Meeting to note that this will be held at 19:30 Fri 12<sup>th</sup> Jan at Sandon Village Hall.
- l. Cllr Code of Conduct – Meeting to accept the new model code of conduct – All

11. Correspondence received and action required.

12. Information: items of report and potential matters for future agendas.

13. Have we discussed anything that could be a subject for the next edition of the Topics?

14. Confidential item

The next meeting will be held 12<sup>th</sup> February 2024 at the **Howe Green Reformed Church** starting from 19:15.