

**Minutes of Sandon Parish Council Meeting
Wednesday 16th September 2015 at 7.30 pm
Sandon Village Hall**

Present: Cllr J de Uphaugh, Cllr J Wharton, Cllr B Wheeler, Cllr H Gallo (from 8.15pm)
In attendance: District Cllr S Jarvis
Mr M Wicksteed, Responsible Financial Officer
Ms M Parker, Clerk
1 Member of the Parish

15.39 Welcome

The Chairman, Cllr de Uphaugh, welcomed everyone to the meeting. Apologies for absence were received from Cllrs Cannon and Chamberlain and an apology for late arrival from Cllr Gallo.

15.40 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33
No conflicts were declared.

15.41 Minutes of Sandon Parish Council meeting held on 1st July 2015
Approval of the minutes was proposed by Cllr Wheeler and seconded by Cllr Wharton.
Resolved, that the Minutes be agreed as a true and accurate record of the proceedings and be signed by the Chairman.
Councillors gave grateful thanks to Mrs Mary McElroy for kindly taking the minutes.

15.42 Reports on actions agreed at the last Council meeting (not covered elsewhere in the agenda)
Enclosure Award file – Councillors agreed that the file should be stored in County Archives.
Resolved, that Cllr Wheeler will make the arrangements.
Faster Broadband – Cllr Gallo contacted BT and other providers to ascertain the likelihood of improved broadband speed to the village. Update at next meeting.
Telephone Boxes – Cllr Gallo confirmed that the red telephone box by the village hall, occupied by the goose, is owned by the Parish. The Roe Green box is owned by BT.

15.43 Chairman's report
There was nothing to report; all matters were covered by the agenda.

15.44 a. Access/Rights of Way
GIS mapping - Cllr Wheeler explained the benefits of the mapping service provided by PSMA free of charge to Parish councils, which together with a low cost GIS software subscription provided through Parishes Online enabled Parishes to view, search, annotate and print Ordnance Survey maps. It is also a useful tool to store information on parish assets. It is extensively used by Parish Councils. The base level subscription is £57.60 per annum, reducing to £37 in subsequent years. Cllr Wheeler will try to acquire free software in the first instance and should that not be possible, Cllr Wheeler was authorised to subscribe to Parishes Online GIS. Proposed by Cllr de Uphaugh, seconded by Cllr Wharton.
Resolved, that Cllr Wheeler was authorised to subscribe to a free PSMA Licence for Sandon PC with Parishes Online GIS mapping if need be.
Parish map – Cllr Wheeler discovered that the County Council provided its parishes with a large parish map every 5 years. As far as councillors were aware, one had not been received. Cllr Wheeler will request 9 copies, one for each Councillor plus spares. In the 5 year cycle, a new map will be provided next year.
Footpath 47 - The application to divert Footpath 47 around Sandon School was ongoing.

b. Highways

Cllr Wharton will register Sandon's request for salt from the County Council's Winter Self Help Team. A set amount is provided free of charge. Cllr Wharton will also ask Mr Wornham if he will kindly continue to store the salt as he has done in the past.

Resolved, that Cllr Wharton will request salt supplies.

c. Church

There was nothing to report.

d. Sports Club and Roe Green

A communication had been received from a local resident requesting that the Sports Club acquire adequate insurance against damage caused during cricket matches to neighbouring properties/cars. Whilst this was not a matter for the Parish Council, there was concern for people and property in the vicinity of the field as well as a desire to keep cricket alive in the village. There was discussion with a representative of the sports club and the terms of the current insurance cover was investigated. Subsequently it materialised that the club does have in place adequate cover for all eventualities for any damage caused that is their fault.

e. Village Hall

There was nothing to report.

f. Sandon School

There was nothing to report.

g. Planning Applications

Cllr Cannon held a Planning Meeting prior to the start of the council meeting.

Harrowdene 15/02270/1HH

This property has a detailed planning history which shows a significant and blatant breach and disregard of planning regulations resulting in a substantial increase in the size of the property Harrowdene despite a planning refusal in 2007 that has taken a simple Chalet bungalow into a sizeable house. This application to retain the extended porch is simply a further breach of planning rules.

The resultant percentage increase of the overall size of the property, not only with the extensions but also the apparent raising of the roof line together with this increase in size of the porch is considered to be excessive and one that if had been applied for prior to construction is considered to have been objected to.

Subsequently Sandon Parish Council objects to this application.

If planning permission is however granted by North Herts District council may we request that all permitted development rights are removed from this property.

Land adjacent 15 Payne End, Sandon 15/02255/1

This application is upon land owned and managed by North Herts Homes (as far as we can ascertain from the application) and as such whilst Sandon Parish Council has no objection to the application for the two dwellings as proposed the question is raised as to whether these new homes will be retained by North Herts Homes for letting. The Parish Council would respectively ask if consideration could be made to retaining these properties and making them available on the same basis as other properties owned and managed by North Herts Homes in Sandon and particularly the adjoining property 15 Payne End and other properties immediately surrounding the application site.

g. Planning/Forward Planning

A resident forwarded a pre-planning notice for a mobile home on a rural field in the environs of Throcking for councillor's attention. Discussions elicited that there was not sufficient justification for the rural home. It was understood that a letter of objection was being circulated for joint signature by neighbouring parishes but Sandon felt it more appropriate to send a letter of objection to NHDC separately.

Resolved, that Cllr Cannon was authorised to write to NHDC.

14.45 Changes to mobile library provision

Following the cessation of the mobile library service from 30th October, the County Council will put in place a range of alternative library services, i.e. Home Library Service, Self-Organised Book Swaps and bus services to local libraries. The feasibility of using the phone box by the green owned by the Parish Council as a self-organised book swap was discussed for which the council would provide a one-off delivery of 100 books. Cllr Wheeler felt it would be a shame to miss such an opportunity; however it would need to be managed by volunteers. Should the system not work then the books could be given to a local charity shop. The Chairman will discuss it with Church Wardens.

Resolved, Cllr de Uphaugh will discuss with Mrs Wornham, Church Warden.

15.46 Effects of Luton Airport expansion on Sandon

Item was deferred to a future meeting.

15.47 Safety Report

Mr M Wicksteed referred to his report on the monthly inspection of play equipment carried out on 16th September which had been previously circulated. The reports were confirmed as accepted. There were no questions.

15.48 Finance Report

Finance Report for year to 16th September 2015

1. The RFO presented the Financial Report for the year to 16th September. The accounts were reviewed and accepted and the following year-to-date highlights were noted:

. Total receipts:	£7,047.90 (full precept now received)
. Total payments	£1,853.52
. Available balance	£9,695.09

2. Authorise September payments

The RFO requested approval for payment of 2 x HAPTC training courses for Cllrs Cannon and Wheeler totalling £90.00 (2 x £45). Proposed by Cllr Wharton, seconded Cllr de Uphaugh.

Resolved, that the payment was approved; the cheques were duly signed.

3. External audit 2014/1

Additional information was provided by the RFO on 16th June. The papers were now awaiting Directors sign-off and there were no indications of any concerns.

4. North Herts 2015/16 Environmental Improvement Grants

The RFO advised that he had commenced drafting the application for a strimmer and personal protective equipment as agreed at the meeting in September 2014. Needs within the village that fell within the terms of the grant were discussed and it was agreed that the application should go forward for a new climbing frame. The RFO will obtain quotes and submit both applications before the 30th September in time for the 2nd October deadline. Councillors agreed that the condition of the village notice boards had deteriorated, particularly the board at Redhill. The RFO will investigate whether this

would come under the criteria for the grant and, if so, was authorised to add it to the application. Proposed by Cllr Wheeler, seconded Cllr de Uphaugh.

Resolved, that the RFO will submit the applications as above, and is authorised to sign them on behalf of the Council.

5. North Herts Environment Improvement Grants

Smaller Authorities Transparency Fund

The RFO explained the fund is available through HAPTC to support parish councils with no web-site to meet the new requirement to publish on-line its decisions, minutes and financial transactions. Needs within the village that fell within the terms of the grant were discussed and it was agreed that the application should go forward for a new climbing frame. The RFO will obtain quotes and submit both applications before the 30th September in time for the 2nd October deadline.

The PC currently has no such assets and the funding could purchase a laptop computer, scanner and associated internet connection. The RFO has been named as the prime contact and he has received a detailed set of questions. The application deadline is 14th October.

Resolved, that the RFO will submit the application on behalf of the Council.

6. Sandon PC's Annual Grant Fund

Following discussion, it was agreed that applications for grants would be invited from:

Sandon Parochial Church Council, Friends of Sandon School, Cygnets Pre-School, Gardeners' Club, Sandon Sports Club, Village Hall Committee and the Royal British Legion (Sandon Branch). A donation will also be made to Herts Air Ambulance.

Resolved, that the Clerk was authorised to invite applications from the above organisations with a closing date of 6th November for consideration at the next PC meeting on 11th November.

15.49 Any Other Business

District Councillor's report

Steve Jarvis gave an update on the local plan and explained that all representations had now been processed. The results are available to view on-line although it has been recognised that the system used to publish the results could be more user-friendly and will be changed in future. The majority of the responses relate to Baldock. The west of Stevenage development is likely to be back on plan if further housing needs are identified. There were no changes of direct significance to Sandon but indirect consequences may be felt in terms of increased traffic. The next round in the process will be in January or later.

Hertfordshire County Council continued to look at ways to reduce costs/generate income. No significant savings will be sought this year.

15.50 Any other business

The Clerk tendered her resignation due to a move to the South West with effect from December 2015. An advertisement for a new clerk will be placed in the Parish Gazette and in Robert Wornham's Village News email.

Resolved, that the RFO will draft and place an advertisement for the Gazette and Village News.

15.51 Meeting dates

The following revised dates for the March meeting and the Annual Assembly were agreed:

- . 23rd March 2016
- . 20th April 2016 – Annual Assembly

Date of next meeting: Wednesday 11th November

- 15.52 To suggest agenda items for the next meeting of the Parish Council on 11th November
- Sandon Parish Council Grants applications
 - New clerk update
 - Faster broadband

Members of the public's participation

Mrs Darton raised a concern about a row of hedglings planted alongside a footpath which could cause an obstruction once more fully grown. Councillors advised her that this was a matter for a Highways Enforcement Officer.

Mrs Darton appraised the meeting of a resident's concern regarding the level of insurance public liability insurance afforded by the cricket club for matches. Cllr Wheeler suggested that steps be taken to ensure that members of the public and neighbouring properties are adequately informed of potential risk during matches by, for example, erecting adequate signage, netting off vulnerable areas and that cars are parked at owner's risk. Cllr Wheeler recommended that the cricket club might like to review its insurance arrangements to satisfy itself that it was adequate; this was subsequently done and on careful review did indeed contain public liability insurance for such events. Everyone agreed that it would be a disappointment loss for the village should cricket matches stop.

The Chairman thanked everyone for attending and the meeting closed at 8.50 pm.

Chairman

Date