

**Minutes of Sandon Parish Council Meeting
Wednesday 25th January 2017 at 7.30 pm
Sandon Village Hall**

Present: Cllr J de Uphaugh, (Chair) Cllr F Cannon, Cllr K Chamberlain, Cllr H Gallo,
Cllr J Wharton & Cllr B Wordley

In attendance: Mrs H Stubbings, Clerk, Mr M Wicksteed, Responsible Financial Officer, Cllr S Jarvis,
and 3 members of the public.

- 17.01 Welcome.
The Chairman, Cllr de Uphaugh, welcomed everyone to the meeting.
- There were Apologies for absence from: Cllr Tony Hunter
- 17.02 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33
No conflicts were declared.
- 17.03 Minutes of Sandon Parish Council meeting held on 9th November 2016.
Approval of the minutes was proposed by Cllr F Cannon and seconded by Cllr J Wharton
Resolved, that the Minutes be agreed as a true and accurate record of the proceedings and be signed by the Chairman.
- 17.04 Reports on actions agreed at the last Council meeting (not covered elsewhere in the agenda).
a) Update on AED training
The training session had been well attended by over 30 people. Instructions on how to use the AED have been placed in the phone box and an article with the user guide will be included in the Gazette. Also a request for Community First Aiders; who may be trained first aiders will be included in the article, with a view to producing a ‘help’ list **KC**
- 17.05 a. Access/Rights of Way.
Discussions on Path 47 are ongoing.
New permissive way between Danyells and Notley Green is now in place.
- b. Highways- Litter Pick.
It was agreed to hold another litter pick on March 25th 10.30 am - articles and posters to appear in the Gazette, Facebook, and Village Page. **Clerk**
Clerk to request equipment from NHDC. Cllr FC to look at purchasing equipment. **FC**
Doebridge – work now completed
Killogs – no further action
Dark Lane sign needs re-siting
Concerns were raised over the illegal parking of two cars on the bend at top of Dark Lane – police are aware.
- c. Church
Floor work nearly complete; grass cutting will commence in the spring
- d. Sports Club and Roe Green
On-going running cost of the Sports Club to be discussed.
- e. Village Hall
There is a meeting of the Village Hall Committee arranged for next month.
A discussion about the status of the Village Hall and Deed took place. **BW next agenda**

f. Planning

- Land adjacent to Wotton Cottage – comments submitted
- Thatched Cottage – no reason for objection
- Harrowdene – no objection
- Partridge Cottages – no objection

g. Neighbourhood Plan and Local Plan

Two members of the Sandon Conservation Group spoke to the Parish Council about their desire for 7a Neighbourhood Plan to be produced. They stated that the cost to produce a plan is not exorbitant as templates are available. Sandon is currently a Class 'A' village, and could be at risk of the village being developed with housing increasing. They felt a community voice was advisable and that the topic should be discussed by a wider audience in the village.

In response the PC said that there is currently a very tightly drawn village boundary, with no proposed housing allocation. To produce a Neighbourhood is a huge amount of work, and although grants are available these would not cover the full cost. One of the major reasons that the village has not been selected for development is that of sustainability. Although there is a school, there are few other resources.

The effectiveness of a Neighbourhood plan has not yet been proven locally.

It was agreed to add this item to the Annual Assembly Agenda

Clerk

Local Plan - Cllr Jarvis reported that the Local Plan was deemed unsound by the County Council as there had been no discussion about secondary education. The next stage will be for the plan to go to the Secretary of State.

Cllr Jarvis reported that Council tax up will be going up by about £5 or 2%

Locality grants in their old format are now no longer available, however other grants are but may have restrictions about accessibility.

Baldock community transport, ongoing

Village Assembly Agenda

Clerk

A suggestion was made to enable use of the empty minibus going between Buntingford and Sandon village on a daily basis.

Gritting of roads taking place.

17.06 Safety Report –

The electricity cable has now buried under the turf.

It was suggested that the cricket nets and mats to be removed during the winter.

Awaiting quotes for refurbishment of equipment.

A discussion took place about the pros and cons of having a low fence around the playground.

The 40 mph speed limit along Roe Green was questioned.

17.07 Financial Report.

Finance Report for year up to 24th January 2017

1. The RFO presented the Financial Report for the year to 24th January.

- . Total receipts: £9744.62
- . Total payments to date: £4812.62
- . Payments since 9th November meeting: £2,568.00
- . Transparency Fund Grant £624
- . Available balance prior to January payments £10,848.25
- . Funds for four grants totalling £1250 have been reserved

2. To authorise January payments for; Hosting of Website £40.45, Cygnets £250, Sports Club £650, Salary £856, History Club £33.60 – map

Prop Cllr Gallo, 2nd Cllr Cannon - **resolved**

3. Update on grants and RFO activities.

Sandon Strollers £250 Clerk to invite application must allocate before 31st March

The leaving party for Headteacher Margaret Gilbert will take place at school on Wednesday 29th March 3 – 5pm.

It was proposed to replace all four noticeboards and carry out maintenance to the village benches– **resolved**

It was proposed by Cllr Chamberlain and 2nd by Cllr Wordley and **Resolved** ‘That the RFO be given full authority to register and administer all aspects of the Council’s pension auto-enrolment obligations with the pension provider NEST on behalf of the Council’.

Review & approve 2016/17 Internal Audit Plan.

The circulated Internal Audit Plan and Risk review was proposed by Cllr Cannon, 2nd Cllr De Uphugh – **resolved**

17.08

Internet connection

Cllr Gallo reported on internet connection in the village. Improvements on the Kelshall exchange are awaited. Research on the use 4G data from Cottered Water tower will take place subject to the arrival of a test rig. The use of a high point in the village is needed. A system like the one at Hyde Hall of using a microwave beam may prove effective. Take up of alternative systems will require a contract and at least 20 participants. Cost could be in the region of £695 per month. Anyone interested please speak to Cllr Gallo

17.09

Tasks to be completed before 31st March 2017

Internal Audit Report & Review

Next Agenda

17.10

Review and update of Parish Council Standing Orders

The RFO reported that the current Standing Orders required updating.

MW electronic copy > **BW**

NALC version **MW**

Next Agenda

17.11

Correspondence

Items received included the 2015 Transport Safety Report - **JW**

Date of next meetings

8th March 2017

12th April Annual Assembly

10th May

The Chairman thanked everyone for attending and the meeting closed at 9.20 pm.

Chairman

Date