

**Minutes of Sandon Parish Council Meeting  
Wednesday 10<sup>th</sup> May 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 one member of the public.

17.23 Welcome.

The Vice Chairman, Cllr Cannon welcomed everyone to the meeting.

There were no apologies for absence.

17.24 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33

No conflicts were declared.

17.25 Minutes of Sandon Parish Council meeting held on Wednesday 8<sup>th</sup> March 2017.

Approval of the minutes was proposed by Cllr F Cannon and seconded by Cllr K Chamberlain

**Resolved**, that the Minutes be agreed as a true and accurate record of the proceedings and be signed by the Vice -Chairman.

17.26 To elect a Chair for the coming year.

Cllr de Uphaugh had expressed his willingness to stand so it was proposed by Cllr Wordley and 2<sup>nd</sup> by Cllr Wharton that Cllr J de Uphaugh be appoint Chair of the Council, this was unanimously agreed.

17.27 To receive the Chair's declaration of Acceptance of Office.

17.28 To elect a Vice-Chair for the coming year.

Cllr Cannon was willing to act as Vice-Chair, this motion was proposed by Cllr Gallo, 2<sup>nd</sup> by Cllr Wordley and resolved.

17.29 Reports on actions agreed at the last Council meeting (not covered elsewhere in the agenda).

a) Village Notice Boards- production is in place with the oak purchased and assembled. Completion is anticipated in June, new oak posts will be provided in the price.

b) decals for phone boxes – KC to give to MW for fitting

c) maintenance on Roe Green on play equipment; this will take place over the summer

d) the two other phone boxes will require painting in due course (KC)

17.30 a. Access/Rights of Way.

No update

b. Highways.

10 pot holes reported have been reported with some repairs being carried out. The sign at the top of Dark Lane has been replaced. Fly-tipping around the village is becoming a problem.

c. Church.

Nothing to report.

d. Sports Club and Roe Green.

The development of cohesive links between sports & cricket club were encouraged.

e. Village Hall.

The sanding of the floor is due to take place in July, with the damp problem being investigated. The search for Village Hall deeds is ongoing.

f. Planning Applications

Thatched Cottage, Roe Green – household; no objection,  
Partridge Hall Cottages, 3 Stables & store – limited use (kept for Partridge Hall only and not livery)  
10 Dark Lane - approved  
Manse – approved  
Beckfield Farm– discharge of contamination obligations

17.31 Local Plan & correspondence.

Cllr Jarvis reported that the County Council & District Council disagree with outcomes of Local Plan and in particular the provision of school places. The letter received from Cllr J Rigg of Gravely PC was discussed in general. Sandon PC are sympathetic to their cause and asked to be kept informed of developments.

17.32 To review the Terms for the Planning Committee – The motion was removed, 2<sup>nd</sup> by Cllr Cannon

17.33 To receive the Chairman's report

The Chairman advised that an interim meeting of the full PC may be required if a substantial planning application is received between schedule meetings.  
The school had been Ofsted'ed this week.

17.34 Safety Report –

No new concerns to report. The annual RoSPA inspection of play area is due to take place this month.

17.35 To receive the Responsible Finance Officer's Report.

1. 2016/17 Year End finance report and May 2017 payment requests totalling £816.17 and proposal to apply for 2017 Transparency grant (MW) was prop Cllr Cannon, 2<sup>nd</sup> Cllr Chamberlain - **resolved**
2. Review and approval of 31/03/2017 year end accounts & Assets - Prop Cllr Cannon, 2<sup>nd</sup> Cllr de Uphaugh - **resolved**
3. Review & Approve 2016-17 Annual Governance Statement – prop Cannon, 2<sup>nd</sup> de Uphaugh- **resolved**
4. Review and approval of 2016-17 Accounting statement – approved and signed
5. Review and approval of 2016-17 Internal Audit Report - signed by David Camps

17.36 To hear from Cllr Steve Jarvis

The issue over ownership of Hitchin Town Hall was near resolution  
Roads repairs are being closely monitored  
Broadband –awaiting details of what has been done and moving forward  
NHDC office in Gernon Road are being refurbished

17.37 To invite members of the public to address the meeting

17.38 Correspondence

A thank you letter for the donation to Mrs Gilbert's retirement party had been received from FOSS.

17.39 Date of future meetings:-

12<sup>th</sup> July, 13<sup>th</sup> September & 15<sup>th</sup> November

The Chairman thanked everyone for attending and the meeting closed at 8.40pm.

Chairman .....

Date .....