

Minutes of Sandon Parish Council Meeting
Wednesday 6th May 2020 at 7.30 pm
Remotely via Zoom

Present: Cllr F Cannon, Cllr K Chamberlain, Cllr B Morris, Cllr J de Uphaugh (Chair) and Cllr B Wordley
In attendance: Cllr S Jarvis, Mrs H Stubbings, Clerk, Mrs C Scott Responsible Financial Officer and Mr M Wicksteed, Retiring Responsible Financial Officer and two members of the public.

- 20.25 Welcome.
The Chairman welcomed everyone to the meeting.
Apologies for absence – Chris & Joan Hoefkens
- 20.26 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33 dispensations as standing.
- 20.27 To confirm the Minutes of Sandon Parish Council’s meeting held on the 11th March 2020
Approval of the minutes was proposed by Cllr Chamberlain and seconded by Cllr F Cannon. Resolved that the minutes be agreed as a true and accurate record of the proceedings and be signed by the Chairman.
- 20.28 To elect a Chair for the coming year.
Cllr James de Uphaugh was willing to be appointed as Chair, there being no further nominations it was proposed by Cllr F Cannon and 2nd By Cllr B Wordley that James de Uphaugh be appointed as Chair for the coming year - **resolved**.
- 20.29 To Receive the Chair’s Declaration of Acceptance.
Received
- 20.30 To elect a vice-chair.
Cllr F Cannon was proposed by Cllr B Wordley, 2nd by Cllr K Chamberlain to be Vice - Chair for the coming year - **resolved**
- 20.31 Matters Arising;
- 20.32 To discuss village welfare.
All seems to be working well and villagers are appreciative of local help in delivering food and medicines.
- 20.33 To hear reports from nominated representatives for the following
- i. Access/Rights of Way - The foot-path associated with the Carriers application is subject to a personal application for a restricted byway, with rights of way pending.
 - ii. Highways - Gannock Road damage - some small repairs have been carried out, the problem of the road will be investigated more fully.
Gully work in Redhill has been carried out.
Killogs Road is in an appalling state and in place really quite dangerous. BM & SJ to chase.
The Litter Pick had been well attended and took place just before lockdown. A joint venture amongst the villages was planned again for next year.
 - iii. Church – no report
 - iv. Sports Club and Roe Green – no report
 - v. Village Hall – Following the updating of Sandon Village Hall deeds the appointment of two Trustees took place. The Chair or his appointee; Cllr J de Uphaugh and Cllr K Chamberlain were proposed by

Cllr B Wordley and 2nd by Cllr B Morris. The Village Hall committee will annually report to the Parish Council.

vi. Planning Applications

a) Gannock Thatch – the PC were in support of this application but questioned the access and the future use of the other stables; which had not had planning permission, if the new ones are built.

Proposed Cllr J de Uphaugh & 2nd Cllr K Chamberlain - **resolved**.

b) Carriers- the PC rejected this application. Proposed Cllr B Morris, 2nd Cllr B Wordley – **resolved**
It may be in the PC's interest to take on upkeep of the lane with a view to ownership.

c) 2 barns Mill End Farm – this application had been refused by NHDC. The information provided had been very poor and misleading. (Raise with DC)

20.34 To hear from the District Councillor

Cllr Jarvis reported that the County Council were helping those in need, but like Sandon a lot of villages were helping the community and residents themselves. County Council had received many offers for volunteers, in fact they had been oversubscribed.

Highways works were being carried out, some task quicker than others. Grass cutting is about to be resumed, along with recycling centres re-opening and the brown bin collection. Extra parked cars are inhibiting some road repairs.

20.35 Provision of Dog poo bins.

With people having extra time to exercise their dogs there was a build-up of dog fouling, in particular the foot path outside school. The PC agreed that a bin may be provided at the entrance of the footpath and one at Roe Green. A suitable post will be required. **Clerk to talk to Cllr Jarvis** and to source notices.

20.35 To receive the May Safety Report.

The RFO thanked Robert Wornham for the excellent job of cutting the grass on Roe Green. The playing equipment had been taped off, however the annual ROSPA inspection will take place in May. The RFO asked if Cllr Bolton could be asked to carry out inspections during the lock down. **Clerk**

20.36 To hear the Responsible Financial Officer's report including

1. Review and approval of 31/03/2020 year end accounts & Assets - Prop Cllr F Cannon, 2nd Cllr B Wordley - **resolved**

The RFO explained that assets are not depreciated in the annual accounts (currently £28,479), but are depreciated in the Management accounts, (currently £2,524).

2. Consider, Review & Approve 2019-20 Annual Governance & Accountability Return (AGAR) which includes the Certificate of Exemption. The Annual Audit Report and The Annual Governance Statement; proposed

Cllr F Cannon 2nd Cllr J de Uphaugh – **resolved**

3. Consider and vote on the Resolution “for the year ended 31-03-2020 that Sandon Parish Council meets the qualifying criteria from a limited assurance review by the external auditor” AGAR page three; Proposed Cllr F Cannon, 2nd Cllr K Chamberlain- **resolved**

4. Approve the Accounting Statements AGAR page six – proposed Cllr F Cannon & 2nd Cllr B Morris, - **resolved**

The RFO will complete the variances and bank reconciliation for the year end 31st March 2020 prior to the submission of the AGAR forms.

The Public rights notices will be displayed on all the notice boards and on the website.

P60's have been issued to the 3 members of staff.

A Budget of £11,750 has been set for 2020-21, this will use some reserves. Payment requests for May of £839.34 including, HAPTC, annual insurance, fuel exp were proposed by Cllr K Chamberlain, 2nd by Cllr J de Uphaugh – **resolved**.

19.42 Bank Mandate

The change of RFO needs to be carried out.

The Chair thanked Mike Wicksteed for all his expertise in his role as RFO over many years and wished him well for the future. Mike responded that he had been RFO since April 2005 and thanked the PC for their support over this time.

19.44 Matters for next agenda

Standing Orders, Dpi's & roles

The Chairman thanked everyone for attending and the meeting closed at 8.55 pm

Chairman

Date