

**Minutes of Sandon Parish Council Meeting  
Wednesday 10<sup>th</sup> March 2021 at 7.30 pm  
Remotely via Zoom**

**Present:** Cllr F Cannon, Cllr K Chamberlain, Cllr B Morris and Cllr J de Uphaugh (Chair) Cllr B Wordley

**In attendance:** Mrs C Scott Responsible Financial Officer, Mrs H Stubbings Clerk, Cllr S Jarvis and 10 members of the public.

- 20.88 Welcome.  
The Chairman welcomed everyone to the meeting.  
Apologies for absence – Mr M Wicksteed.
- 20.89 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011 s33 dispensations as standing. Cllr F Cannon declared an interest in Item 20.92 – vi – Sandon Bury.
- 20.90 To confirm the Minutes of Sandon Parish Council’s meeting held on 13<sup>th</sup> January 2021.  
Proposed by Cllr James de Uphaugh, seconded by Cllr Beth Morris - **resolved**
- 20.91 Matters arising.
- a) To confirm approval of the Financial & Business Risks and Financial Regulations as circulated after the January meeting - **resolved**
  - b) Appointment of Internal Auditor; confirmed as Mrs Jill Jones who is the clerk for Buntingford Town Council.
  - c) Adoption of Code of Conduct – the proposed new code of conduct is under review on a wider basis.
- 20.92 To hear reports from nominated representatives for the following:
- i) **Access/Rights of Way.** Request to take up membership to Open Space. It was proposed by BW, that Sandon PC become members of Open Space Society with an approximate cost of £45, 2<sup>nd</sup> JdU – **resolved**.  
The PC noted the letter from Mr W Faure-Walker regarding the transfer of ownership of Blagrove Common to the Hertfordshire and Middlesex Wildlife Trust (HMWT).
  - ii) **Highways.** The road repairs being undertaken near Green End, Beckfield Lane and Mill End were welcomed but had caused some disruption. The work started a week earlier than advertised and a Parcel Force delivery man had been offended by some of the workforce. It would appear that two sets of work were taking place at the same time, possibly due to the fact that some work was being carried out by EHDC. (Fentons)  
The current patching work is in preparation for re-surfacing later in the year. Action for Clerk.  
Councillors and members of the public were concerned about the excessive and dangerous use of Park Lane by 4 x4’s, to such an extent that the BOAT is now in need of repair as it is impassable by all other users. It was noted that any dangerous driving should be reported to the police. Traffic Regulation orders can be introduced. Therfield PC have had a similar problem. Action for Clerk.  
Cllr Morris had attended the recent Highways meeting; Royston may become a sustainable town with funding allocated for more cycle paths etc. The 20’s plenty strategy is not going forward in Hertfordshire at the moment.
  - iii) Church – nothing to report, remains open for private prayer.
  - iv) Sports Club and Roe Green – Football and Cricket matches will resume when COVID rules permit. The appointed COVID reps for the clubs remain the same. The storage shed is due to be replaced by a container, when ground conditions permit.

- v) Village Hall – remains closed at present.
- vi) Planning applications
  - The Hoops – garage extension; – no objection
  - Cllr F Cannon left the meeting.
    - Sandon Bury – use of barn, gazebo and hall for marriage ceremonies. BW & Clark to draft response of concern.
    - Cllr F Cannon returned to the meeting.
      - Mill End Farm House – solar panels; no objection
      - 3 Roe Green Cottages – use of land; to formalise the use of agricultural land as garden. The PC were mindful of the change of use and setting a precedent for the future. Continue with current use but hesitant to reclassify. Action for Clerk
      - Luton airport flight paths and extension; PC wrote to object
      - For information; Millbury appeal dismissed.

It would appear that the Planning Department at NHDC are very busy. The applications for the Poultry Farm, Redhill, 25 Dark Lane, 1 Flint cottages and the Old Saddlery are all awaiting a decision.

- 20.93 To hear from District Councillor.
  - Cllr Steve Jarvis reported that more work is planned on road surfacing and repairs.
  - There had been some issues with bin collections, the recommendation is to report any missed collections as this information is used as method of audit.
  - Improvements to the safety of A505, particularly at junctions are being implemented.
- 20.94 To note the Safety Officers Report.
  - The Safety Officer reported that there were no areas of concern to report.
- 20.95 To receive the Responsible Financial Officers report including
  - a) Financial Highlights 2020 -21 Year to date financial summary- finances on track no extensive expenses; income £9,157.34 and expenditure of £6,591.67.
  - b) No March 2021 payment requests.
  - c) Financial Reserves as stated; £3,700
  - d) Insurance cover to be reviewed prior to renewal.
  - e) Bank mandate. Santander don't allow Community Bank, RFO to look into alternatives.
  - f) Internal Audit, to take place after 31<sup>st</sup> March 2021.
  - g) Risk Assessment – a discussion took place about the proposed assessment and possible risks with regards to having a new RFO and Internal Auditor.
  - h) The RFO requested attendance on GDPR training

The above matters were Proposed by BW and 2<sup>nd</sup> by JdU for ongoing action and approval – **resolved**
- 20.96 Tasks to be completed before 31<sup>st</sup> March 2021.
  - Litter picking – pickers available from FC, KC & BM
- 20.97 To discuss the Parish Council vacancy and election on 6<sup>th</sup> May 2021
  - The vacancy will be advertised in the village gazette.
- 20.98 To note that March is Census month.
  - Mr Ian Dell advised the PC that he was the Census Engagement Manager for the area.
- 20.99 To confirm arrangements for grass cutting for 2021.
  - The Clerk will write to the volunteers thanking them for their ongoing help. The first cut on Church Green may need to be undertaken by a bigger machine. Action for JdU
- 20.100 To discuss whether to hold a Village Meeting.
  - Discuss at another time when meetings are permitted.

20.101 To note correspondence.

Letters from W Faure-Walker and S Latta, discussed during the meeting.

Report from Herts Wildlife Trust

20.102 To confirm the dates of coming meetings

12<sup>th</sup> May, 7<sup>th</sup> July, 8<sup>th</sup> September, 10<sup>th</sup> November

The Chairman thanked everyone for attending and the meeting closed at 8.45pm

Chairman .....

Date .....