

Sandon Parish Council

Parish Clerk Caroline Scott
Lye End Farm, Sandon, SG9 0RS
Clerk@sandonherts.co.uk
www.sandonherts.co.uk

Date: 2nd September 2026

To: Cllrs John Davies (Chair), James De Uphaug, Nikki Hawxby, Lisa Megraw, David Stokes

Councillors are respectively summoned to attend this meeting for the transaction of business in the agenda below. The meeting is open to members of the public and press.

Please note that all relevant information is available on our website

Sandon Parish Council Meeting to be held on **Wednesday 9th September 2026** **Sandon Village Hall at 7.30pm**

C Scott

Mrs C Scott,

Clerk to Sandon Parish Council

To assist in the speedy and efficient despatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

AGENDA

26/056 Apologies

To receive and approve apologies for absence.

26/057 Co-option

To review applications for the vacancy of Sandon Parish Councillor

26/058 Interests

a) To receive declarations of interest from councillors on items on the agenda

b) To receive written requests for dispensations for declarable interests; and

c) To grant any requests for dispensation as appropriate

26/059 Minutes

To confirm the minutes of Sandon Parish Council Extraordinary Meeting held on the 10th June 2026 and Sandon Parish Council Meeting held on the 8th July 2026 as an accurate record of proceedings.

26/060 Public Issues

To invite members of the public to address the meeting.

26/061 Reports to the Council

To receive reports from representatives on outside bodies, local

authorities and agencies.

26/062 Planning

To receive a planning report on applications and decisions

- a) 26/01820/FP - Poplars Farm Roe Green Sandon Buntingford Hertfordshire SG9 0QG
- b) Lye Green Common – decision – refused declassification

26/063 Reports from Working Parties and Committees

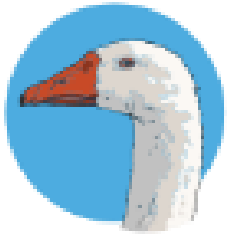
- a) Highways – report from A505 public consultation attended by Cllr L Megraw
- b) Church –
- c) Sports Club and Roe Green – Playground proposals
- d) Village Hall
- e) School
- f) HR committee
- g) Christmas Tree Lights event

26/064 Finance – RFO Report

- a) To note receipt of income
- b) To receive summary report of receipts and payments against budget
- c) To receive bank reconciliation
- d) To consider price quotations, charges and grant requests
 - 1. Sandon Gardening Club
- e) Date of January 2027 meeting
- f) Staff Pay scale
- g) To authorise payments made in accordance with the budget

26/065 Date of next Sandon Parish Council Meeting and items for the agenda

To note that the next Parish Council Meeting will be held on Wednesday 11th November 2026.



Sandon Parish Council

Parish Clerk Caroline Scott
Lye End Farm, Sandon, SG9 0RS
Clerk@sandonherts.co.uk
www.sandonherts.co.uk

Sandon Parish Council Extraordinary Parish Council Meeting to be 10th June 2026

Sandon Village Hall at 7.30pm

Present: Cllrs J Davies, J De Uphaug, N Hawxby, L Megraw, D Stokes

Attending: C Scott (Clerk), 1 parishioner

MINUTES

Meeting opened 19:30

26/041 **Apologies**

To receive and approve apologies for absence. **None**

26/042 **Interests**

- a) To receive declarations of interest from councillors on items on the agenda
- b) To receive written requests for dispensations for declarable interests; and
- c) To grant any requests for dispensation as appropriate

None

26/043 **Public Input for the discussion of Planning application**

20 minutes max (Subject to standing order 3(f), a member of the public shall not speak for more than 3 minutes.)

Parishioner spoke to the Council about the plans and answered questions posed by the council.

26/044 **Planning**

To receive a planning report on applications and decisions

- a) [26/01115/PNQ](#) – Land Located To The Southwest Of Deadman's Hill, Gannock Road, Sandon, Hertfordshire. No objects by the Parish Council.

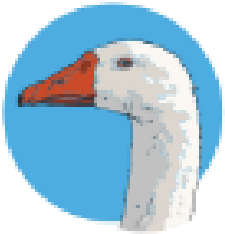
26/045 **Date of next Sandon Parish Council Meeting and items for the agenda**

To note that the next Parish Council Meeting will be held on Wednesday 8th July 2026.

Meeting closed 19:40

Signed

Date



Sandon Parish Council

Parish Clerk Caroline Scott
Lye End Farm, Sandon, SG9 0RS
Clerk@sandonherts.co.uk
www.sandonherts.co.uk

Sandon Parish Council Meeting held on **Wednesday 8th July 2025** **Sandon Village Hall at 7.30pm**

Present: Cllrs John Davies (Chair), Nikki Hawxby, Lisa Megraw,
Attending: C Scott (Clerk)

MINUTES

Meeting opened 19:30

26/046 **Apologies**

To receive and approve apologies for absence.
Cllr J De Upaugh and Cllr D Stokes

26/047 **Co-option**

To review applications for the vacancy of Sandon Parish Councillor **None**

26/048 **Interests**

- a) To receive declarations of interest from councillors on items on the agenda
 - b) To receive written requests for dispensations for declarable interests; and
 - c) To grant any requests for dispensation as appropriate
- None**

26/049 **Minutes**

To confirm the minutes of Sandon Parish Council Meeting held on the 13th May 2026 and the extraordinary meeting held on the 10th June 2026 as an accurate record of proceedings. **Resolved** Proposed Cllr N Hawxby, Seconded Cllr L Megraw

26/050 **Public Issues**

To invite members of the public to address the meeting.

A parishioner reported on Redhill via email - Firstly, we have 2 water leaks in Redhill. One opposite Redhill Cottage and one opposite Old Inn and Charlotte Cottage. Both were reported to Affinity Water a couple of weeks ago, but there has been no action. Both are getting worse, with the one at the top of the village now extending out of the village towards Rushden.

Secondly, once again the section of road from The Forge down to Old Inn is causing problems. This section has 6 drains that are all blocked and overgrown. I cleared them earlier this year but the vegetation has grown over them and they are full of road debris. This isn't a major problem at the moment, but will be when it rains. Also, the vegetation on the houses' side of this section is encroaching onto the road so much that when walking down the road you are almost in the centre of the road and there is nowhere to move to if traffic is coming from both directions.

Finally, notices have gone up advising that the section from the edge of Redhill heading down to the Wallington road will be closed yet again on 14 -16 July. We have not been

informed about this closure and it's not clear what this closure is for. If it is for drain clearing then that makes no sense if the drains higher up in the village, mentioned above, are not dealt with first.

Action - Clerk to chase Affinity Water and inform Highways, question DCllr S Jarvis to clarify the road closure at Redhill.

A505 Public consultation – Cllr L Megraw to represent Sandon.

26/051 **Reports to the Council**

To receive reports from representatives on outside bodies, local authorities and agencies. **None**

26/052 **Planning**

To receive a planning report on applications and decisions

- a) **26/01473/FPH - Roe Green Barn** – No comment Proposed Cllr L Megraw, Seconded Cllr N Hawxby.
- b) **26/01115/PNQ** – L and Located to the Southwest of Deadman's Hill, Gannock Road, Sandon, Hertfordshire - **prior approval has been given**

26/053 **Finance – RFO Report**

- a) To note receipt of income **noted**
- b) To receive summary report of receipts and payments against budget **noted**
- c) To receive bank reconciliation **noted**
- d) To consider price quotations, charges and grant requests **none**
- e) To authorise payments made in accordance with the budget **Resolved** Proposed Cllr N Hawxby, Seconded Cllr L Megraw
- f) To Receive the RoSPA Report **received, noted and maintenance to be implemented, discuss with Sports Club**

26/054 **Reports from Working Parties and Committees**

- a) Highways – Only as reported above, drain identification report to be completed
- b) Church –the church will be looking for a new Church Warden.
- c) Sports Club and Roe Green – no report
- d) Village Hall – Clerk to ask Village Hall committee about attaching a Noticeboard on the Village Hall. Clerk to enquire about creating a cool space with an air to air heat pump/air conditioner.
- e) School – no report
- f) HR committee – no report
- g) Set areas of responsibility to Councillors for the above areas.
Highways- L Megraw (Redhill)/ Public Footpaths J Davies (Mill End & Green End)
Church – J De Uphaug (Church End through to Gannock)
Sports Club – D Stokes (Roe Green)
Village Hall/School – N Hawxby (Dark Lane, Payne End, Rushden Road)

26/055 **Date of next Sandon Parish Council Meeting and items for the agenda**

To note that the next Parish Council Meeting will be held on Wednesday 9th September 2026.

Meeting closed 20:30



www.north-herts.gov.uk

Sandon Parish Council
Lye End Farm
Sandon
Herts
SG9 0RS

FAO Caroline Scott

Our Ref : 26/01820/FP
Contact : Vicki Wood
Direct Line : 01462 474158
Email : vicki.wood@north-herts.gov.uk
Date: 7 August 2026

Dear Sir / Madam,

Full Planning Permission : Change of use of existing barn for live music for charity events for a maximum of 15 evenings in any calendar year (development already carried out).

Poplars Farm, Roe Green, Sandon, Buntingford, Hertfordshire, SG9 0QG

Please quote the following reference: 26/01820/FP on all correspondence.

We would be grateful to receive your comments on the above application by 30 August 2026.

Please send your consultation response to planning.control@north-herts.gov.uk

If I have not heard from you by this date, I will assume you have no comments to make about this application.

Full details of the application can be accessed via the website:

<https://pa2.north-herts.gov.uk/online-applications>

Yours faithfully

Shaun Greaves
Development and Conservation Manager

The Council's Privacy Notice is available on our website: <https://www.north-herts.gov.uk/home/council-data-and-performance/data-protection/information-management-gdpr>

HERTFORDSHIRE COUNTY COUNCIL

COMMONS ACT 2006

Schedule 2, Paragraph 6

LYE GREEN COMMON (CL 8)

DECISION NOTICE

An application dated 21st December 2020 was made under Paragraph 6 of Schedule 2 to the Commons Act 2006 by William Faure Walker and Mary Faure Walker

The application was to amend the register of common land by de-registering a building and its curtilage at Lye Green Common, Lye End Green, Mill End, Sandon.

The application was determined by the Officer with delegated responsibility at Hertfordshire County Council as Commons Registration Authority ("CRA") at meetings on 12th June 2026 and 10th July 2026 following a site visit on 11th June 2026.

The Officer considered whether:

- on the date of the provisional registration the land was covered by a building or was within the curtilage of a building;
- since the date of the provisional registration the land has at all times been, and still is, covered by a building or within the curtilage of a building.

The Officer found that since the date of the provisional registration at least two different buildings have occupied part of the site at different times. There was no clear evidence that the site has been continuously occupied by a building. At the current time none of the application land is covered by a building.

The application is refused.

Hertfordshire County Council as Commons Registration Authority will not therefore amend the register.

A copy of the decision may be seen at [Common land and village green applications | Hertfordshire County Council](#)

16th July 2026

Decision Report

File Ref.: CLP063A Lye Green Common

Date of Meeting: 12th June 2026, 10th July 2026

Present at meeting

Richard Cuthbert (Team Leader Definitive Map & Enforcement) - Officer with Delegated Authority.

Julia Gough (Definitive Map Officer and commons case officer) – Presenting Officer.

Application

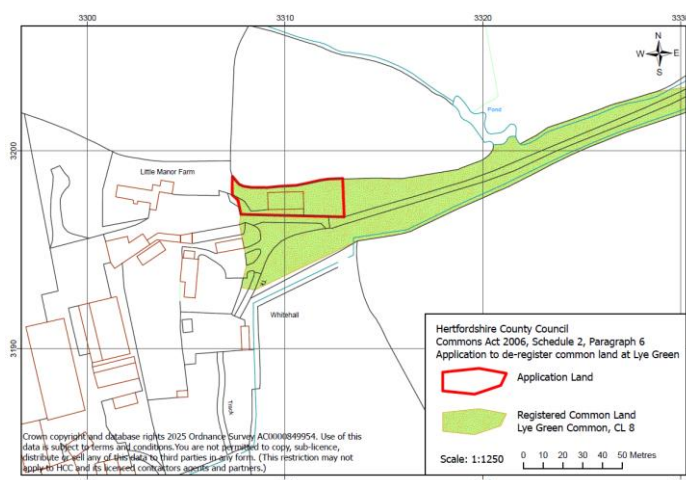
An application to deregister a building and its curtilage situated on Lye Green Common (Register Unit CL 8 on Register Map Sheet 14) was made under schedule 2, paragraph 6 of the Commons Act 2006 by William Faure Walker and Mary Faure Walker on 21st December 2020.



Extract from Application Plan – Application Land shown by red border

The application states: “The building was present prior to the common registration and since the date of the provisional registration of the land has at all times, and still is presently, covered by the building and its curtilage. This has been evidenced by the information obtained from historic maps and also photographs taken in 2017 and 2020.”

The application was advertised on 29th January 2025 for a period of 42 days as required by paragraph 22 of The Commons Registration (England) Regulations 2014 (“the Regulations”).



Landowners:

William Faure Walker and Mary Faure Walker own the land, as evidenced from copy of the register of title for HD569359, which includes all of the application land, entry dated 1st December 2017 issued on 13th May 2025. There are a large number of Deeds granting rights over parts of HD569359. Mr Faure Walker confirmed by email on 17th May 2025 that none of these affected the Application Land.

Legislation:**Commons Act 2006, schedule 2, paragraph 6.*****Buildings registered as common land***

- 6 (1) If a commons registration authority is satisfied that any land registered as common land is land to which this paragraph applies, the authority shall, subject to this paragraph, remove that land from its register of common land.
- (2) This paragraph applies to land where—
- (a) the land was provisionally registered as common land under section 4 of the 1965 Act;
 - (b) on the date of the provisional registration the land was covered by a building or was within the curtilage of a building;
 - (c) the provisional registration became final; and
 - (d) since the date of the provisional registration the land has at all times been, and still is, covered by a building or within the curtilage of a building.
- (3) A commons registration authority may only remove land under sub-paragraph (1) acting on—
- (a) the application of any person made before such date as regulations may specify; or
 - (b) a proposal made and published by the authority before such date as regulations may specify.

2020 Application Evidence:

Commons Registration Act 1965 Application No. 17, dated 27th February 1967

- 1) Photographs taken on 20th October 2017 by Jack Sharpe.
- 2) OS 1-inch map of area dated between 1885 and 1900 (National Library of Scotland ("NLS")).
- 3) OS 1:10,560 map of area dated between 1949 and 1969 (NLS).
- 4) OS 1:2500 map of area dated 1976 (old-maps.co.uk).
- 5) OS 1:10,000 map of area dated 1982 (old-maps.co.uk).
- 6) Photograph taken on 17th December 2020 by Jamie Elbourn.

Other evidence:

Commons Register, unit CL 8 register and map sheet 14 (HCC)

OS 1:2500 map, revised in 1922 and published in 1923 (NLS)

Aerial Photographs dated 1971, 1980, 1990 and 2000 (HCC and NCAP)

Objections and Representations:

Three written objections were received during the advertising period. One objection was subsequently withdrawn leaving two objections. These objections were from the Open Spaces Society (OSS) and Mr Robert Wornham. The OSS does not have a legal interest in

the land. Mr Wornham has stated that he has made an application for adverse possession of the land.

The basis upon which the objections were made can be summarised as follows:

- The building shown on the commons register map has an area of around 10m x 5m. However, the building present at the time of the application is considerably larger. There is no evidence that the additional area occupied by the larger building has been occupied by a building since the date of provisional registration.
- There is no evidence that the building at the date of provisional registration had any curtilage.
- The building present at the time of the application appears to lack consent under s.38 of the Commons Act 2006

The objections and representations, and additional evidence (see “other evidence” above), were sent to the applicants on 3rd April 2025 and a period of 4 weeks was allowed for their response. The additional evidence was also sent to the objectors. No further comments were received.

HCC Preliminary Decision:

On 23rd May 2025, HCC decided that it could not determine the application because someone with an interest in the land (Robert Wornham) has made an objection (Regulation 26(3) of the Regulations). HCC therefore referred the case to the Planning Inspectorate (PINS) for determination. The case was submitted to PINS on 5th August 2025. On 4th September 2025 PINS confirmed that they were satisfied that Robert Wornham had a legal interest in the land and that they would therefore determine the application.

Subsequent Events:

On 7th April 2026 PINS informed HCC that Robert Wornham had not provided sufficient evidence of a legal interest in the land so that the criteria for referral had not after all been met and that it falls to HCC to determine the application.

On 13th May 2026 Robert Wornham informed HCC that the building had been demolished.

Site visit:

On 11th June 2026 Richard Cuthbert (HCC DM Team Leader) and Julia Gough (Definitive Map Officer and commons case officer) made a site visit. Also in attendance were Ralph Knight (the Applicants’ agent) and Robert Wornham. The Open Spaces Society declined an invitation to attend.

The visit confirmed that the building and all foundations had indeed been demolished, leaving an area of recently disturbed bare soil.

HCC Decision:

HCC decided that in order for the land to be deregistered it is necessary for all of the conditions set out in Paragraph 6(2) of Schedule 2 of the Commons Act 2006 to be met. Paragraph 6(2)(d) requires that since the date of the provisional registration the land has at all times been, and still is, covered by a building or within the curtilage of a building.

Since the date of the provisional registration the evidence from OS maps and aerial photographs indicates that at least two different buildings have occupied part of the site at different times. There is no clear evidence that the site has been continuously occupied by a building. At the current time none of the application land is covered by a building. Therefore the condition specified in Paragraph 6(2)(d) is not satisfied so the land does not meet the legislative tests for deregistration.

Hertfordshire County Council decided that it should not amend the register of common land.

Under Regulation 27(7)(a) of the Regulations the determining authority may not refuse an application without first offering the applicant an opportunity to make oral representations. HCC will therefore offer the applicant the opportunity to make oral representations before making a final determination of this application.



Signed: _____

Name: **Richard Cuthbert**

Title: **Definitive Map & Enforcement Team Leader**

(Officer with delegated authority)

Date: 12th June 2026

The applicant did not take up the opportunity to make oral representations. Therefore HCC confirmed the decision not to de-register the application land.



Signed: _____

Name: **Richard Cuthbert**

Title: **Definitive Map & Enforcement Team Leader**

(Officer with delegated authority)

Date: 10th July 2026

SANDON PARISH COUNCIL 2025-26 BUDGET & MANAGEMENT ACCOUNTS

Month 1 - to 31 March 2027

	2025-2026 Actual	2026-2027 Budget	£ Actual YTD paid (excl'g VAT)	£ Actual YTD VAT paid	Forecast to 31 March 2027
Balance in Santander Bank a/c at prior year end	18723.06	17515.18	17515.18		
Cash and cheques in hand					
Less value of uncleared cheques as at prior year end		-2940.00	all paid		
Less Creditors (money owed by SPC) - at prior year end					
Plus Debtors (money owed to SPC) - at prior year end					
Net balance at start of current year	18723.06	14575.18	17515.18		
Receipts					
Precept	8798.74	8,500.00	4396.83		4,103.17
Grants	186.00	293.65			293.65
VAT	79.80		291.69		
Other receipts (uncleared and returned cheque)					
TOTAL	9,064.54	8,793.65	4,688.52	0.00	4,396.82
Expenditure					
Operating expenses					
Employment costs (including PAYE)	3301.17	5,406.00			5,406.00
Insurance	464.00	500.00	464.00		36.00
Playground Management (annual ROSPA inspection)	96.00	95.00	83.00	16.60	12.00
Audit Commission (Audit fee)	200.36	200.36	200.36		0.00
Village Hall rent	150.00	150.00	220.00		-70.00
Clerk's expenses		37.50			37.50
Financial Officer's expenses					0.00
Other operating expenses (incl IT)	86.00	530.00	102.99	20.60	427.01
Parish Council Election expenses (in allocated PC reserves)					0.00
Councillor & Officer Training (HAPTC)	69.00	300.00	69.00		231.00
Subscriptions - (HAPTC, SLCC, ICO, Focus broadband)	804.41	423.00	529.90	36.56	-106.90
Professional services (VAT on legal fees)					0.00
Other admin and general expenses (incl bank charges)	24.95		162.95	13.60	-162.95
Total operating expenses	5,195.89	7,641.86	1,832.20	87.36	5,809.66
Section 137 Grants awarded by Sandon PC					0.00
Sandon PCC					0.00
Friends of Sandon School	500.00		1,440.00		-1,440.00
Sandon School	1,440.00				
Sandon Gardeners Club					0.00
Sandon Sports Club	1,500.00		1,500.00		-1,500.00
Sandon Cygnets					0.00
Sandon Strollers Cricket Club					0.00
Herts Air Ambulance					0.00
D-Day celebration	313.23				0.00
Total grants awarded	3,753.23	1,500.00	2,940.00	0.00	-1,440.00
Village projects					0.00
New General Equipment					0.00
Village Hall Improvements & Equipment					0.00
Other Village projects		300.00			300.00
Total village projects	0.00	300.00	0.00	0.00	300.00
Maintenance of assets & miscellaneous					0.00
Repairs & maintenance (regular payment to Broadmead Leisure)	3,950.00	936.00	195.00	39.00	741.00
Capital replacements		8,000.00			8,000.00
Other costs		150.00			150.00
Total maintenance & miscellaneous expenditure	3,950.00	9,086.00	195.00	39.00	8,891.00
Earmarked reserves					0.00
Parish Council Election expenses					0.00
Capital Replacements					0.00
Repairs and Maintenance					0.00
New equipment					0.00
Village Hall improvements					0.00
TOTAL EXPENDITURE	12,899.12	18,527.86	4,967.20	126.36	13,560.66
TOTAL INCOME	9,064.54	8,793.65	4,688.52		4,396.82
Spending from Reserves (- denotes use of reserve)	-3,834.58	-9,734.21	-278.68		-9,163.84
Total year to date receipts less total year to date payments (incl. VAT)					-405.04
Net actual balance (excluding creditors & debtors)					17,110.14
memo: Total payments incl. VAT					5,093.56
<i>Application of funds at 28th August 2026</i>					
Balance in Santander bank a/c		17,585.69		Reconciled:	yes
Less unrepresented cheques		475.55			
Less committed funds		0.00			
Plus cash / cheques to pay-in		0.00			
Plus Debtors (HMRC is not included as debtor for unclaimed VAT)		0.00			
Net funds available to Sandon Parish Council at 28th August 2026		17110.14			
Free Reserves (funds available less unspent budget)		3549.48		Date:	
Memo: Reclaimed VAT (paid by SPC but not yet repaid by HMRC)		126.36			Prepared by CFGS 28/8/2026

Councillor Signature confirming Balance reconciliation to Bank Statement.

Financial Report for Sandon Parish Council Meeting

9th September 2026

a) To note receipt of income (28th August 2026):

- Total receipts: precept payment £4688.52
- Memo: VAT reclaim for £291.69 received

Available balance (Bank a/c less uncleared chq & committed funds £463.55) **£17122.14**

b) To receive summary report of receipts and payments against budget

c) To receive bank reconciliation

d) To consider price quotations, charges and grant applications from local groups

2026-27

The Department for Levelling Up, Housing and Communities have notified that the appropriate sum for Local Government Act 1972 Section 137(4)(a) for Parish, Town and Community Councils for 2026-27 is **£11.60**.

408 electors x £11.60 = £4732.80

Section 137 is only available for an activity for which no other specific power exists; a council can rely on Local Government Act 1972 s137 for expenditure up to a prescribed limit for any purpose which in its opinion is in the interests of or will directly benefit the area or its inhabitants, or of part of it, or of some of it.

A separate account must be kept for s137 and specifically authorised by resolution.

So, for example, if the parish council is giving a grant to your village hall consider using Local Government Act 1972 Section 133 which permits Parish Councils to make grants to third parties in respect of community buildings. Similarly Local Government (Miscellaneous Provisions) Act 1976 Section 19 empowers a Parish Council to make grants to voluntary bodies providing recreational facilities such as sports grounds.

Where there is an existing power, the Council must ensure that the grant meets any criteria in the relevant Act.

1. Sandon Gardening Club - £150 towards engraving cups and trophies

- e) Date of January 2027 meeting – Clerk is on holiday 11th – 26th January, with the meeting planned for 13th, either we will need a volunteer to minute the meeting or plan another day for it to take place. The most important item for January is agreeing the Precept and submitting it to NHDC. The budget will be discussed and completed at the November meeting and so the Precept should be calculated and agreed in January meeting. The Clerk will be able to have everything in place for the meeting and will be available whilst away via email.

f) Staff Payscale

Salaries to bring Clerk and RFO up to date with NALC payscale (SCP 16, £16.34 up from £15.82)

- g) To authorise payments made in accordance with the budget September 2026 spend approvals / cheque release authorisations required:

- Broadmead Leisure inv 3211 (August, Sept & Oct inspections, painting) £ 234.00
- Focus Broadband (to note inv 11205814 & 11234182) £ 109.66
- Clerk/RFO Salaries £2696.10

SANDON PARISH COUNCIL GRANT APPLICATION FORM

Should you require this document in a different format (such as large-print) or require assistance to complete it then please contact the clerk.

APPLICANT'S DETAILS	
Name of Applicant Organisation i.e. who are you applying on behalf of?	
Sandon + District Gardeners Club	
Who will be our main contact for correspondence about this application?	
Helen Stubbings	
Address for all correspondence	
17, DARK LANE, SANDON SG9 0QT	
Email address	
stubbings.17@btinternet.com	
Can we contact you by telephone?	
(Daytime)	01763 284113
(Evening/Weekend)	
What authority do you have to submit this application? For example, has the application been authorised by committee decision? If so, what committee and when? (For your own protection it is important that you are properly authorised).	
Show + Program Secretary, by Committee meeting 28/7/20	
What type of organisation would you describe the Applicant as?	
Social + educational	
Approximately how long has the Organisation been in existence?	
Years	+ 50 newly formed
Are you a Registered Charity? YES / NO (If YES, state your Charity No)	
Are you affiliated to a Governing Body? YES / NO	
Which one(s)? R + HS	

the cups awarded at the
show. The cost is approx £150

USAGE
Approximately how many people are currently regular, active participants in your Organisation? 40-50
How many of them are resident in the Parish of Sandon? most, only one or two live outside the parish
FUNDING
How much are you applying for? £150
What other grants have you applied for or obtained recently NONE

Please confirm the following documents are enclosed in support of this application?

Constitution Latest Annual Accounts and Balance Sheet ✓

SIGNED.....*A. Stukking*..... DATE.....

Please return this form to Sandon Clerk, clerk@sandonherts.co.uk

SPC, Lye End Farm, Sandon, HERTS SG9 0RS

24 August 2026

2026-27 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1 April 2026. Employers are encouraged to implement this pay award as swiftly as possible.

Backpay for employees who have left employment since 1 April 2026. If requested by an ex-employee to do so, we recommend that employers should pay any monies due to that employee from 1 April 2026 to the employee's last day of employment.

The attached Annex lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above. These should be retrospectively applied from 1 April 2026.

© NALC 2026.

ANNEX 1

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	Deleted w e f 1st April 2023				Below LC Scale (for staff other than clerks)
2	£24,413	£12.65	Deleted w e f 1st April 2026		
3	£24,796	£12.85	£25,614	£13.28	
4	£25,185	£13.05	£26,016	£13.48	
5	£25,583	£13.26	£26,427	£13.70	
5	£25,583	£13.26	£26,427	£13.70	LC1 (5-6) (below substantive range)
6	£25,989	£13.47	£26,847	£13.92	
7	£26,403	£13.69	£27,274	£14.14	LC1 (7-12) (substantive benchmark range)
8	£26,824	£13.90	£27,709	£14.36	
9	£27,254	£14.13	£28,153	£14.59	
10	£27,694	£14.35	£28,608	£14.83	
11	£28,142	£14.59	£29,071	£15.07	
12	£28,598	£14.82	£29,542	£15.31	

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
13	£29,064	£15.06	£30,023	£15.56	LC1 (13-17) (above substantive range)
14	£29,540	£15.31	£30,515	£15.82	
15	£30,024	£15.56	£31,015	£16.08	
16	£30,518	£15.82	£31,525	£16.34	
17	£31,022	£16.08	£32,046	£16.61	
18	£31,537	£16.35	£32,578	£16.89	LC2 (18-23) (below substantive range)
19	£32,061	£16.62	£33,119	£17.17	
20	£32,597	£16.90	£33,673	£17.45	
21	£33,143	£17.18	£34,237	£17.75	
22	£33,699	£17.47	£34,811	£18.04	
23	£34,434	£17.85	£35,570	£18.44	LC2 (24-28) (substantive benchmark range)
24	£35,412	£18.35	£36,581	£18.96	
25	£36,363	£18.85	£37,563	£19.47	
26	£37,280	£19.32	£38,510	£19.96	
27	£38,220	£19.81	£39,481	£20.46	
28	£39,152	£20.29	£40,444	£20.96	LC2 (29-32) (above substantive benchmark range)
29	£39,862	£20.66	£41,177	£21.34	
30	£40,777	£21.14	£42,123	£21.83	
31	£41,771	£21.65	£43,149	£22.37	
32	£42,839	£22.20	£44,253	£22.94	
33	£44,075	£22.85	£45,529	£23.60	LC3 (33-36) (below substantive range)
34	£45,091	£23.37	£46,579	£24.14	
35	£46,142	£23.92	£47,665	£24.71	
36	£47,181	£24.46	£48,738	£25.26	
37	£48,226	£25.00	£49,817	£25.82	
38	£49,282	£25.54	£50,908	£26.39	LC3 (37-41) (substantive benchmark range)
39	£50,269	£26.06	£51,928	£26.92	
40	£51,356	£26.62	£53,051	£27.50	
41	£52,413	£27.17	£54,143	£28.06	
42	£53,460	£27.71	£55,224	£28.62	
43	£54,495	£28.25	£56,293	£29.18	LC3 (42-45) (above substantive benchmark range)
44	£55,801	£28.92	£57,642	£29.88	

	1 April 2025	1 April 2026			Scale Ranges
SCP	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
45	£57,139	£29.62	£59,025	£30.59	
46	£58,523	£30.33	£60,454	£31.33	LC4 (46-49) (below substantive range)
47	£59,922	£31.06	£61,899	£32.08	
48	£61,198	£31.72	£63,218	£32.77	
49	£62,852	£32.58	£64,926	£33.65	
50	£64,373	£33.37	£66,497	£34.47	LC4 (50-54) (substantive benchmark range)
51	£65,925	£34.17	£68,101	£35.30	
52	£68,053	£35.27	£70,299	£36.44	
53	£70,176	£36.37	£72,492	£37.57	
54	£72,307	£37.48	£74,693	£38.72	LC4 (55-62) (above substantive benchmark range)
55	£74,454	£38.59	£76,911	£39.86	
56	£76,572	£39.69	£79,099	£41.00	
57	£78,718	£40.80	£81,316	£42.15	
58	£80,821	£41.89	£83,488	£43.27	
59	£82,815	£42.93	£85,548	£44.34	
60	£84,852	£43.98	£87,652	£45.43	
61	£86,939	£45.06	£89,808	£46.55	
62	£89,081	£46.17	£92,021	£47.70	

* Hourly Rates

As per the NJC agreement, hourly rates are calculated by dividing annual salary by 52.143 weeks and then by 37 hours. Please note that these hourly rates do not now differ from those published by NJC for Principal Authorities as the calculation bases are in agreement.

Please also note that NJC resolved to delete SCP 1 w.e.f. 1st April 2023

Please also note that NJC have resolved to delete SCP 2 w.e.f. 1st April 2026

Broadmead Leisure Limited
17 Stanstead Road
Hoddesdon
Hertfordshire
EN11 0PF
07974465351
VAT Registration No.: 894940961

INVOICE TO
Sandon Parish Council

VAT Invoice 3211

DATE 20/08/2026 TERMS 14 days

DUE DATE 03/09/2026

DESCRIPTION	AMOUNT
To carry out Monthly inspections to village playground. August, September and October 2026	195.00
SUBTOTAL	195.00
VAT TOTAL	39.00
TOTAL	234.00
TOTAL DUE	£234.00

BACS Payments: Lloyds
Sort :30-99-86
A/C No. 01024221

INVOICE



Focus House
Ham Road
Shoreham-by-Sea
BN43 6PA

Sandon Parish Council
Sandon Village Hall
Payne End
Buntingford
Hertfordshire
SG9 0QU

VAT No. 837118622

Account No.	FH7203	Invoice No.	11205814	Date/Tax Point	15/07/26
-------------	--------	-------------	----------	----------------	----------

Description	Price Each	Qty	Total (£)
Service Charges	36.70	1	36.70
Additional Services (see page 3 for breakdown)	8.99	1	8.99
<i>Thank you for paying by Direct Debit. The amount shown will be collected on or after 29/07/2026</i>	Subtotal		45.69
	VAT at 20.00%		9.14
	TOTAL DUE		54.83

PAYING YOUR INVOICE

Standard payment terms are 14 days from the date of this invoice. Choose how to pay from the following options:

Direct Debit

If the invoice does not confirm that you are already paying by DD, please email creditcontrol@focusgroup.co.uk and we will switch you to Direct Debit.

Electronic Payments

BACS, Internet and Telephone Banking Payments can be made to the following bank details:

Account Name: Focus 4 U Ltd

Sort Code: 40-25-03

Account No: 01464973

Please quote your Account No (FH7203) as the Reference

Pay your bill online

You can pay us online by going to www.focusgroup.co.uk/pay-online/

Cheque

Make cheques payable to Focus 4 U Ltd, quoting your account number (FH7203), and send to the address on the remittance advice below

To tell us you've already paid your bill, please email creditcontrol@focusgroup.co.uk

IF YOU NEED TO CONTACT US

For technical support and customer services please contact us via our customer portal at https://portal.focusgroup.co.uk/focus_portal.

For all other contact details please go to our customer area at <https://focusgroup.co.uk/customer-area>.

If your contract is coming to an end and you would like to discuss the options available to you, please contact us on customerengagement@focusgroup.co.uk

We make every effort to ensure our customers are happy with the level of service they receive from us. However, despite our best efforts, we appreciate sometimes, things can go wrong. When they do, we want to know so we can put them right. Please see our Customer Complaints Code <https://focusgroup.co.uk/information/customer-complaints-code/> for how you can get in touch, including how to use the Alternative Dispute Resolution Service provided by the Ombudsman.

Please detach and enclose with your payment

Focus House
Ham Road
Shoreham-by-Sea
BN43 6PA

Account No.

FH7203

Cheque Enclosed

☐

Electronic Payment

☐

Amount you are paying

REMITTANCE ADVICE

Description	Site	Price Each	Qty	Total
Total Care - Power Up - Business Essentials	N/A	8.99	1	8.99
TOTAL SERVICE CHARGES				8.99

INVOICE



Focus House
Ham Road
Shoreham-by-Sea
BN43 6PA

Sandon Parish Council
Sandon Village Hall
Payne End
Buntingford
Hertfordshire
SG9 0QU

VAT No. 837118622

Account No.	FH7203	Invoice No.	11234182	Date/Tax Point	14/08/26
-------------	--------	-------------	----------	----------------	----------

Description	Price Each	Qty	Total (£)
Service Charges	36.70	1	36.70
Additional Services (see page 3 for breakdown)	8.99	1	8.99
Subtotal			45.69
VAT at 20.00%			9.14
TOTAL DUE			54.83

Thank you for paying by Direct Debit. The amount shown will be collected on or after 28/08/2026

Let's connect. Let's grow.

Have you explored our customer portal?

Designed to put you in full control, our customer portal provides instant access to your account and enables you to quickly connect with our support team.

Let's talk | portal.focusgroup.co.uk



Let's connect. Let's grow.

Join our FREE webinars

Microsoft 365, Cyber security, PSTN switch off, Horizon and more. Our webinars are here to keep your business up to speed with the latest insight and top tips on tech.

Check out what's coming up next:
focusgroup.co.uk/resources/webinars/

For all sales enquiries please call 0330 024 2200 or email sales@focusgroup.co.uk

Let's connect. Let's grow.

PAYING YOUR INVOICE

Standard payment terms are 14 days from the date of this invoice. Choose how to pay from the following options:

Direct Debit

If the invoice does not confirm that you are already paying by DD, please email creditcontrol@focusgroup.co.uk and we will switch you to Direct Debit.

Electronic Payments

BACS, Internet and Telephone Banking Payments can be made to the following bank details:

Account Name: Focus 4 U Ltd

Sort Code: 40-25-03

Account No: 01464973

Please quote your Account No (FH7203) as the Reference

Pay your bill online

You can pay us online by going to www.focusgroup.co.uk/pay-online/

Cheque

Make cheques payable to Focus 4 U Ltd, quoting your account number (FH7203), and send to the address on the remittance advice below

To tell us you've already paid your bill, please email creditcontrol@focusgroup.co.uk

IF YOU NEED TO CONTACT US

For technical support and customer services please contact us via our customer portal at https://portal.focusgroup.co.uk/focus_portal.

For all other contact details please go to our customer area at <https://focusgroup.co.uk/customer-area>.

If your contract is coming to an end and you would like to discuss the options available to you, please contact us on customerengagement@focusgroup.co.uk

We make every effort to ensure our customers are happy with the level of service they receive from us. However, despite our best efforts, we appreciate sometimes, things can go wrong. When they do, we want to know so we can put them right. Please see our Customer Complaints Code <https://focusgroup.co.uk/information/customer-complaints-code/> for how you can get in touch, including how to use the Alternative Dispute Resolution Service provided by the Ombudsman.

Please detach and enclose with your payment

Focus House
Ham Road
Shoreham-by-Sea
BN43 6PA

Account No.

FH7203

Cheque Enclosed

☐

Electronic Payment

☐

Amount you are paying

REMITTANCE ADVICE

Description	Site	Price Each	Qty	Total
Total Care - Power Up - Business Essentials	N/A	8.99	1	8.99
TOTAL SERVICE CHARGES				8.99

Sandon Parish Council 2026-27

RTI Full Payment Submission (FPS)

Sep-2026

All Employees, Layout: Basic

Employee	Total Payments	Tax Deducted	Employee NIC	Net Pay	Employer NIC
C Scott	2,696.10		131.85	2,564.25	341.86
Total	2,696.10	0.00	131.85	2,564.25	341.86

Employer Totals:

	PAYE Month
Total Net Pay	2,564.25
TAX:	
NIC:	
Employee NIC	131.85
Employer NIC	341.86
NIC Employment Allowance	-341.86
Total NIC Due	131.85
Total Tax & NIC Due	131.85
HMRC ACCOUNT:	
Tax & NIC due for Sep-2026	131.85
Payment for Sep-2026	131.85
Balance carried forward to Oct-2026	0.00
OTHER PAYMENTS:	
TOTAL NET OUTLAY	2,696.10

** EPS item

** The NIC Employment Allowance is reported once on an RTI Employer Payment Summary (EPS) at the begining of the year.

Amounts shown in the PAYE Month column are the totals for all the pay periods in that PAYE Month.