

# SANDON PARISH COUNCIL

## SANDON PARISH COUNCIL MEETING WEDNESDAY 10<sup>th</sup> January 2018 AT 7.30 PM, SANDON VILLAGE HALL

### Minutes

**Present:** Cllr J de Upaugh, (Chair) Cllr F Cannon, Cllr K Chamberlain Cllr H Gallo,  
Cllr J Wharton & Cllr S Jarvis and one members of the public

**In attendance:** Mrs H Stubbings, Clerk, Mr M Wicksteed, RFO.

18.05 To welcome and receive apologies for absence:  
The Chairman welcomed everyone to the meeting.  
Apologies were received from Cllr B Wordley.

18.06 To consider requests for dispensation for disclosable pecuniary interests  
on items on the agenda (Localism Act 2011 s33)

Four dispensations stand from the previous meeting.

18.07 To confirm the minutes of Sandon Parish Council's meeting held on 8<sup>th</sup> January 2018.  
The Minutes of the meeting held on the 8<sup>th</sup> January 2018 were approved. Proposed by  
Cllr F Cannon, 2<sup>nd</sup> by Cllr Wharton – **resolved**.

18.08 To hear from Cllr Steve Jarvis  
New waste contract to start in May. NHDC will be introducing a Brown Bin collection fee. A  
small food waste container will be provided and emptied on a weekly basis.  
Gritting routes are to be reviewed with one route through the village. It was noted that there  
had been no notification of salt provision from HCC.

Issues regarding highways were noted and included – traffic calming, speed bumps, or twenty  
is plenty along Payne End, with advisory limits outside the school. Concern was raised about  
parking on a verge and over a water hydrant – SJ to investigate.  
Some of the posts around the duck pond and loose– SJ advised in the Locality budget next  
year.

18.09 To receive reports on actions agreed at the last Council meeting.

a) Update on registration of Village Hall – ongoing.

18.10 To hear reports from nominated representatives for the following:

- a) Access/Rights of way – no update
- b) Highways – see above
- c) Church – no update
- d) Sports Club & Roe Green – HG had attended a meeting, Cllr Gallo had agreed to  
get more involved. There was an energy to re-invent the sports club, perhaps  
involving all three villages. Especially childrens' activities.  
Robert Wornham offered to continue cutting the grass on Roe Green.
- e) Village Hall – Nothing to report.
- f) Planning applications -

The Hoops, orangery and conservatory. The principle of an orangery  
was agreed; the Councillors were not sure about the style against a listed  
building. Clerk to respond to the planning department.

18.11 To hear the safety report as circulated.

Works identified include; damage to grass. Grateful thanks were made to the tree and snow  
clearers.

18.11 To discuss becoming compliant with General Data Protection (GDP)

A short briefing paper had been circulated following a training session attended by the Clerk.  
It was proposed by FC that the Parish Council become compliant with GDP legislation, by  
appointing a GDPO and that the Clerk would attend training, 2<sup>nd</sup> by KC – **resolved**.

#### 18.12 Parish Council Mandate

The Chair encouraged the Parish Council to discuss ways to be more efficient with spending and suggested that working with other parishes may be a possible way forward. This may be an item to be discussed at the Annual Assembly. In future the Parish Council may not be able to allocate grants.

#### 18.13 To hear the Responsible Financial Officers report.

- a) Income for the year so far was £8,827.61 with expenditure of £6,324.67  
A payment to cover costs of the trial mini-bus were proposed by HG 2<sup>nd</sup> JdU—  
**resolved**
- b) Payments to Namecheap(webhost), salaries, were proposed by KC, 2<sup>nd</sup> JW -  
**resolved**  
Closing Balance of funds of £8,408.19.
- c) The 2018-19 Budget was reviewed in light of additional spending to comply with current legislative requirements - **resolved**.
- d) Section 137 Grant applications FOSS prop FC, 2<sup>nd</sup> JW £400
- e) Internal Audit Plan – a document had been circulated. Guidelines from the newly appointed auditors are expected by March, the Parish Council may be able to apply for exemption. Acceptance of the audit plan was proposed by HG, 2<sup>nd</sup> by JW - **resolved**

It was noted that the Parish Council are responsible for the church clock maintenance and closed area of the churchyard. It was suggested that the churchyard grass cutting should be classed as a cost and not a grant.

#### 18.14 To confirm the dates of meetings for the coming year:-

Annual Village Meeting 18<sup>th</sup> April.  
9<sup>th</sup> May  
11<sup>th</sup> July  
12<sup>th</sup> September  
14<sup>th</sup> November

Litter Pick 10am 7<sup>th</sup> April

Cllr de Uphaugh thanked everyone for attending the meeting which closed at 9.30 pm

The next meeting will be held on Wednesday 7<sup>th</sup> March 2018