

Minutes of Sandon Parish Council Meeting
Wednesday 9th January 2019 at 7.30 pm
Sandon Village Hall

Present: Cllr J de Uphaugh, (Chair), Cllr F Cannon and Cllr K Chamberlain,
Cllr H Gallo Cllr J Wharton and Cllr B Wordley.

In attendance: Mrs H Stubbings, Clerk, Mr M Wicksteed, Responsible Financial Officer,
Cllr S Jarvis and no members of the public.

19.01 Welcome.

The Chairman welcomed everyone to the meeting.

Apologies for absence – none.

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

No conflicts were declared; dispensations as standing.

19.03 Minutes of Sandon Parish Council meeting held on Wednesday 14th November 2018.

Approval of the minutes was proposed by Cllr F Cannon and seconded by Cllr J Wharton.

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

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

a. Acknowledge correspondence from Mr J Handley

19.05 To hear reports from nominated representatives for the following areas:

a. Access/Rights of Way - Footpath access across school land is being reviewed in general, awaiting outcome re f-p47. Nothing further to report.

b. Highways – a letter from a resident was read out regarding the state and condition of footpaths and highways. Cllr Wharton will contact Highways about the fly tipping, Cllr Wordley; will contact Julia Clark about the footpaths and the Clerk will contact PC Chris Brabrook about the obstruction of the footpath. In addition Cllr de Uphaugh will write to BT regarding the poor standard of workmanship in the village. A response will be sent to the resident explaining the Parish Council's actions.

Litter pick – set date at March meeting

c. Church – The Churchyard is not closed and this status will be discussed at the next Parochial Church Council meeting. The Parish Council need to be aware of the implications of any change in the status of the Churchyard.

d. Sports Club and Roe Green – on a temporary basis a hose pipe run over the private road adjacent to Roe Green is proposed to supply water from the pavilion to the cricket pitch.

e. Village Hall – Race Night 23rd Feb to raise funds for the VH.

f. Planning Applications –

Jays – The plans show visually no difference from the road, there are no conservation objections or overlooking neighbours and as this is a household development the Parish Council has no objection.

19.06 To acknowledge correspondence from BLM Law

The Parish Council held a private session – Cllr Jarvis left the meeting.

The RFO had sent a summary of the said July 2005 incident to councillors.

Cllr Wordly -reported on the background of the claim and explained that most claims have a three year time limit.

The Clerk was asked to write to BLM explaining that none of the current PC were on council at that time, but will make all documents available to BLM. Also the state of the claim was to be requested and under what Collective Conditional Agreement fee the case was being handled. All correspondence to Cllr B Wordley.

Manual winding of church WW1 memorial clock.

As the Parish Council were discussing and reviewing risk a discussion took place about the manual winding of the village clock. This is a high-risk operation which could be minimised by making the clock automated. The Parish Council realise that cessation of manual winding will cause some distress and upset amongst parishioners but hopefully it will only be for a short period of time before automation can be installed.

It was agreed to investigate automation and for the Chair to talk to the clock winder explaining the situation. Notices explaining the situation will be placed on the village notice boards, facebook and via the village news e-mail.

The Parish Council thanked Mike Ayton for carrying out this weekly task for the last 18 years.

19.07 To hear from Cllr Steve Jarvis.

The District Council have decided to give 3 months free brown bin waste collection due to the poor performance at the start of the new contract. There may be some reorganisation of rounds in May 2019.

The Government has given County Council a grant to spend on urgent road repairs. There are some places in Mill End and Green End that need urgent repair. A speed survey is due to take place in the Spring.

Cllr Jarvis had been in the village on Saturday 5th January and had visited parishioners to discuss local problems.

19.08 To receive the RFO's monthly safety report.

The RFO had reminded the Sports Club of the action agreed on the goal posts.

The RFO is awaiting a response from the suppliers regarding the safety matting.

Risk review – the RFO will add to L3 a sentence about the clock winding.

19.09 To receive the Responsible Finance Officer's Report.

The RFO reported that:

a) There has been expenditure of £ 4,506.28 to date and a reserve of a further £900 for additional section 137 grants leaving a cash balance of £11,498.01 Approval was requested for January payments of £1,832.00; this would leave a balance of £9,666.01.

Agreement for payments proposed by Cllr Fiona Cannon, 2nd by Cllr James de Uphugh.

b) The RFO reported that the 2019/20 Precept request had been submitted.

c) The updated (issue 4) Financial Regulations based on the 2016 NALC model regulations were reviewed, – the RFO advised that we were probably already 90% compliant with these. The RFO and Clerk make regular back-ups and exchange information. To accept and approve the issue 4 regulations - proposed by Cllr Wharton 2nd Cllr Chamberlain– **resolved**.

d) 2019 Internal Audit Plan – proposed by Cllr F Cannon, 2nd Cllr J de Uphugh – **resolved**.

e) 2019 Risk Assessment – proposed by Cllr J de Uphugh, 2nd Cllr J Wharton – **resolved**.

The RFO requested time on the next agenda to discuss the Internal Audit Report & Effectiveness

19.10 Date of future meetings in 2019

13th March, 8th May, 10th July, 11th September and 13th November.

Annual Assembly 24th April

The Chairman thanked everyone for attending and the meeting closed at 8.50pm

Chairman

Date