

**Minutes of Sandon Parish Council Meeting
Wednesday 15th September 2021 at 7.30 pm
Held at Sandon Village Hall**

Present: Cllr K Chamberlain, Cllr J Darton, Cllr I Dell, Cllr B Morris & Cllr J de Uphaugh (Chair),
Cllr B Wordley

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

21.28 Welcome.

The Chair welcomed Janice Darton to the meeting and those present.
Apologies for absence – None

21.29 Requests for dispensation for disclosable pecuniary interest on items on the agenda – Localism Act 2011
s33 dispensations as standing.

21.30 To approve the Minutes of 14th July 2021.

Prop K Chamberlain and 2nd B Morris.

21.31 Matters arising.

a) To appoint a vice-chair. Cllr Bridget Wordley was happy to be appointed as Vice-Chair unless there was a
reason that someone else was more appropriate to chair the meeting. Prop BM, KC

b) To assign vacant roles; I Dell agreed to take on planning. Training is available to all Councillors.

c) School – J Darton with a shared responsibility with I Dell for Sports Club.

It was agreed that these roles would be reviewed in one year.

d) To hear an update on traffic speeding in the village; Cllr Jarvis has arranged for speed measurements on
Roe Green to take place. Traffic data could also be collected by setting up a Community speed watch
campaign. There is an application process set up for volunteers to undertake prior to running a scheme.

Action Points 1) write to Herts Commissioner for funding, 2) carry out surveys.

e) Update on village sign; someone has been identified to remove the sign prior to being sent away
for refurbishment. Highways will then re-instate the sign when the work has been carried out. The Clerk is in
e-mail contact with G Hennings at Highways.

e) To discuss the Queen's Green Canopy; no response or uptake, so no further action.

21.32 To hear reports from nominated representatives for the following;.

i. Access/Rights of Way – (BW) F-p 47 through the school ongoing.

ii. Highways - (BM) nothing to report.

Ragwort is becoming a problem within the village. A form to complain of encroachment is available
via the gov.uk website.

Dark Lane is in a poor state but with rubble piled up on the verge it is a danger to pedestrians.

Clerk to report to the Enforcement officer; No 25, and land adjacent No 14 for pavement parking

Clerk to write to owner of tree hanging over the footway between the Saddlery and school.

iii. Church - & Gannock (J de U); The PCC reported that it had been a difficult year, income was reduced,
there are now two services a month in church as well as the zoom services. The annual Fete is on
Saturday.

iv. School – (JD) the school is to become an Eco school with work to start in October. There was a
request for school staff to be able to park at the village hall; K Chamberlain will confirm.

v. Sports Club and Roe Green – (ID & JD) nothing to report. Cricket is about to finish for the season.

vi. Village Hall – (KC) open for use.

vii. Planning Applications; (ID) All applications available for consultation as listed on the NHDC planning website on the date of the meeting.

a) The Old Post Office; this application is within the building envelope, the conservation area and a listed building, The proposal would improve the current setting, but it could make the site over crowded. The PC would object to the application on the grounds of shared access, a bat survey which was now 5 years old and to remind NHDC that on previous occasion they had refused a planning application on the grounds of shared access. Curtilage to remain as housing. Clerk

b) Any other application(s) available for consultation as listed on the NHDC planning website on the date of the meeting. – None

21.33 To hear from the District Councillor
Gannock Road has been marked up for patching prior to resurfacing.
Bin emptying by Urbaser have running into problems, due to staffing problems. Inform villagers of the problem who may not get the information via text or email.
The new Demand Response Bus Service will go live in late September. There will be a leaflet drop to all houses giving more information.

21.34 To receive the Safety Report
ID had circulated the August inspection report.

21.35 To discuss the Standing Orders, Financial Regulations, Scheme of Delegation, Clerk's & RFO's contracts of employment.
The Code of conduct was adopted at the July 2021 meeting and was therefore unchanged.
It was proposed by BW and 2nd by JdeU that the updated Standing Orders dated September 2021 the Contracts of employment; subject to a small amendment in item 18.3 – to read Parish Council. (Grievance, & disciplinary procedure) be adopted by the Parish Council; **Resolved**
BW suggested looking at other policies for adoption to keep up to date with legislation and good practise. These could include; complaints procedure. Bullying, whistleblowing etc. BW to circulate the list has for the PC to comment. Sandon PC has a Privacy Policy.
BW had produced a Scheme of delegation policy but recommended that the PC decide what powers should, if any be delegated to the Clerk or RFO.

It was agreed to hold over adopting the revised Financial Regulations until the next meeting;

21.36 Section 137 Local Grants application process
The RFO will invite local village groups to apply for a grant by letter. JD to find out who is in charge of the sports club and point of contact.

21.37 To hear the RFO's Finance Report including
Request for September payments of £192.56 were proposed by J de U, 2nd by KC - **resolved**
Mandate BM, JD

21.38 To discuss the complaint raised by a parishioner
The Parish Council have been advised by HAPTC to make no comment until the Monitoring Officer has given their report.

Matters for next agenda

The Chairman thanked everyone for attending and the meeting closed at 21.19

Chairman Date

Dates of the next meetings
10th November, 12th January & 15th March 2022