

**Minutes of Sandon Parish Council Meeting  
Wednesday 10<sup>th</sup> November 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 Uphaug (Chair),  
Cllr B Wordley

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

21.39 Welcome.

The Chair welcomed those present to the meeting.  
Apologies for absence – Mr & Mrs C Hoefkins, Mr M Wicksteed

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

21.41 To approve the Minutes of the meeting held on the 15<sup>th</sup> September 2021.  
Proposed by B Morris and 2<sup>nd</sup> K Chamberlain - **resolved**

21.42 Matters arising.

- a) Policies; It was agreed to adopt the following policies; Code of Conduct and Privacy. - **resolved**  
A note will be placed on the website stating that if a member of the public has a grievance against an individual or the Parish Council they should first speak to the Chair.
- b) Drive Safe – The Crime Commissioner has a fund available to support initiatives. Equipment may also be self-funded. Currently there are not enough volunteers to operate a Drivesafe campaign.
- c) Hedges & obstructions; some maintenance work has been carried out.
- d) Conduct of Councillors – the allegations against four Councillors have been dismissed by NHDC.

21.43 To hear reports from nominated representatives for the following and to review role allocation;

- i. Access/Rights of Way – (BW) nothing to report.
- ii. Highways - (BM) overhanging branches and vegetation need to be reported to Highways.
- iii. Church - & Gannock (J de U) nothing to report.
- iv. School – (JD) building works have been postponed due to lack of finances and resources.
- v. Sports Club and Roe Green – (ID & JD) there is a suggestion to re-clad the pavilion. During the season the cricket team had done well. The football club is not active at the moment. Litter bin; Clerk
- vi. Village Hall – (KC) a VH committee meeting had recently been held. Items discussed included new lighting, roof repairs have been undertaken. A fuse from one heater had been removed.
- vii. Planning Applications; All applications available for consultation as listed on the NHDC planning website on the date of the meeting.

ID wished to stand down from the planning role as he was a member of Sandon Matters. It was agreed that all Councillors would act corporately regarding planning applications.

- a) The Poplars – change of materials. Budget implications have involved a change of design.  
The PC acknowledged the changes.
- b) Sandon Bury - The main house and Dove Cote are being let as Furnished Holiday accommodation (FHL). The application seemed unlikely to represent a material change of use. The PC therefore did not wish to comment on the application. Potential nuisance related to noise is a separate issue. **Resolved.**
- c) Poultry Farm – it was asked if the status of the Poultry Farm was known? SJ offered to enquire.

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

- 21.44 To hear from the District Councillor.  
10,000 trees are available from NHDC to support the Queens Green Canopy. The Clerk will circulate the list of trees to Councillors. Verge cutting has taken place, all be it rather late in the year. Cllr Jarvis stated that he still had money in the Locality budget for local organisations, also there is S106 monies available for village projects.  
Cllr Jarvis was asked about 'Plug-in-Suffolk'; SJ agreed to investigate.
- 21.45 To receive the Safety Report.  
ID had circulated the October inspection report.
- 21.46 Section 137 Local Grants application process.  
Some applications had been received but it was agreed to review all the applications at the January meeting.
- 21.47 To hear the RFO's Finance Report including  
Request for November payments of £414 were proposed by KC, 2<sup>nd</sup> by JD - **resolved**  
The 2022-23 budget was agreed with the Precept request to remain the same - **resolved**  
To agree the revised Financial Regulations; proposed by J de U 2<sup>nd</sup> KC - **resolved**
- 21.48 To agree e-mail address to be used on the website  
The Clerk will investigate how to set up and use the generic emails shown on the website – **Clerk**
- The Public left the meeting.
- 21.49 Recruitment of Clerk.  
The CV of a potential Clerk had been circulated to the Council. The vacancy has been advertised in the gazette and will also be circulated via Sandon Village News & a notice placed on the village noticeboards. A job description will be circulated to those interested.  
The task of interviewing was delegated to Cllrs de Uphaugh and Dell.
- 21.50 Councillor resignation.  
As from 31<sup>st</sup> December 2021, Beth Morris has decided to resign from PC due to family commitments.  
A request was made as to the permitted number of Councillors for Sandon.

The Chairman thanked everyone for attending and the meeting closed at 21.21

Chairman ..... Date .....

Dates of the next meetings  
12<sup>th</sup> January & 16<sup>th</sup> March 2022