

Sandridge Parish Council



Marshalswick Community Centre,
The Ridgeway,
St.Albans,
Herts
AL4 9TU

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3rd February 2022

To : Councillors Janet Churchard, Geoff Churchard, John Foster, John Newton-Davies, Graham Leonard, June Reid, Neil Harris, John Hale (Chair), Patsy Cann, Lyn Bolton, Jennifer Roberts, Jon Hegerty, Samuel Vosper

You are summoned to attend a meeting of Sandridge Parish Council, to be held at Jersey Farm Community Centre on Wednesday 9th February 2022 at 8pm

Simon Thwaites
Parish Clerk

Members of the public and press are invited to attend this meeting. Questions or concerns may be submitted to the Clerk in advance of the meeting via email using clerk@sandridge-pc.gov.uk or by post, address as above.

PLEASE NOTE CHANGE OF VENUE AND TIME AS ABOVE

A G E N D A

- 1. TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE**
- 2. DISCLOSURES OF INTEREST AND DISPENSATIONS**
 - 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
- 3. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 8th DECEMBER 2021**

Full Council 9th February 2022

4. QUESTIONS TO OFFICERS

5. PUBLIC PARTICIPATION – AN OPPORTUNITY FOR RESIDENTS TO RAISE ISSUES OR ASK MEMBERS QUESTIONS

CLERK'S REPORTS

6. Monthly Accounts

Please find attached for formal ratification a schedule of creditor payments for the period 9th December 2021 to 12th January 2022. It is;

Recommended

To ratify the payment of this schedule, made on Friday 14th January 2022, following the cancellation of the January Full Council meeting.

Please also find attached a schedule of creditor payments for the period 13th January 2022 to 9th February 2022. It is;

Recommended

That this schedule is approved for payment on 11th February 2022.

7. Defibrillator Training

Please see attached a report and recommendation by the Project and Amenities Officer in respect of first aid training.

8. Annual General Risk Assessment

Enclosed is a summary of the General Risk Assessment carried out last month by the Clerk and Deputy Clerk. Members will note that there are no items where the risk score requires intervention/mitigation. It is;

Recommended

That Members note the risk assessment summary and its conclusions as circulated and further note that a full copy is available at the Parish Office for inspection.

9. Procedure for the Co-option of a Councillor when a Casual Vacancy Arises

Please see attached the procedure document for the co-option of a parish councillor. It is;

Recommended

That the procedure be re-adopted for further review in three years.

10. Sustainability Policy

Please see the attached Sustainability Policy document, first adopted by The Council in December 2019. It is;

Recommended

That the policy be re-adopted for further review in two years.

11. Stage II of Skyswood Path

On January 25th a meeting of the PEAP Committee was called. Unfortunately the meeting wasn't quorate and a decision to fund the second and final stage of the Skyswood footpath couldn't be passed. The next committee meeting date is not until April 26th and it would be helpful therefore if Full Council approves works to extend the newly laid path to the Hughenden Road entrance based on the original quotation provided by the current contractor, to proceed as soon after April 1st as possible. The committee is in favour of completing this second stage using the 2022/23 budget. It is;

Recommended

The Members agree to proceed with stage two of the Skyswood footpath from Hughenden Road.

12. Wheathampstead Neighbourhood Plan - Regulation 16 Consultation.

The Clerk has not received any representations from councillors on this matter. It is;

Recommended

That the Clerk write to The Parish Clerk at Wheathampstead Parish Council stating that Sandridge Parish Council has no comments at this stage.

13. Sports and Recreation Committee Terms of Reference

At a meeting held on 1st December 2021, this committee resolved to increase the number of meetings held annually from three to four. It is;

Recommended

That Full Council ratifies this amendment to the committee's Terms of Reference.

14. Casual Vacancy on the Parish Council

The Clerk to give a verbal update on whether an election has been called or, alternately, if the vacancy will be co-opted in March.

15. Matters of note

- Laying of stage I of the new all-weather path through Skyswood has now completed.
- A meter has finally been installed in the lamp column adjacent to the new Christmas lights in Sandridge village. This was the final step to complete the installation.
- Volunteers working in partnership with the PEAP Committee have installed a small pond to the front of Marshalswick Community Centre.
- The resurfacing of Spencer Meadow Court 2 has now been completed successfully. The court has been reported as being in daily use by football teams. It has also been confirmed as well suited to netball.
- The Clerk has met with a contractor in respect of the collapsed grave in St Leonard's churchyard. The next stage is for the surface around the grave to be excavated in order to decide the best way forward and submit a request to the Diocese. Permission has been given and the Clerk is in correspondence with the contractor.
- The Clerk has been asked to resubmit legal charge (CH1) form to the Land Registry in respect of the William Bell open space. The Council's solicitors, Brethertons, received notice last month that the CH1 previously submitted was incomplete and that title had not yet therefore been registered.

COUNCILLOR AND COMMITTEE REPORTS

16. Grant Applications

- Sandridge Cricket Club

Note: Spend to date is £13,544 against a budget of £20,000. An additional £5,000 is set aside for St John Fisher School as previously discussed.

The above spend to date includes a £2,000 credit from St Leonard's Church. This sum was awarded earlier in the year but returned when the maintenance work in the cemetery was instead undertaken by the probationers Payback Team.

17. Jersey Farm Woodland Park Summer Event

A verbal update from members of the working party.

17. Meetings of Committees:

- Combined Community Centres Committee 13th December 2021 POSTPONED
- Planning Committee 16th December and 6th January 2022
- JFWP Management Committee 10th January 2022 POSTPONED
- PEAP Committee 25th January 2022 – MEETING NOT QUORATE

18. MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

The Council may not make decisions under this item

19. PLANNING MATTERS

Sandridge Parish Council's Planning Committee meets every three weeks to review and respond to planning applications received from the Planning Authority, St. Albans District Council. Planning applications commented on since the last Full Council meeting are;

2a Downes Road, St Albans
May Cottage, Hammonds Lane, Sandridge
262 The Ridgeway, St Albans
Land Rear of 213 The Ridgeway, St Albans
6 Highfield Road, Sandridge
15 Highfield Road, Sandridge
Ivens Orchids, Sandridge
5 Queens Crescent, St Albans

Please note: Planning applications received at the Parish Office from the Planning Authority *after* the Parish Council agenda has been published may also be discussed at the meeting as may applications of complexity or applications likely to impact heavily on the Green Belt.

20. SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

Note: In accordance with the Local Government Act 1972, the Parish Council meeting will be open to the Public unless the Parish Council resolves otherwise

Next meeting date – 9th March 2022 - location and time to be confirmed.