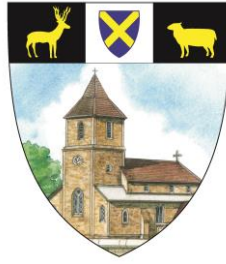


Sandridge Parish Council



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

Tel: 01727 831871
www.sandridge-pc.gov.uk

Email: clerk@sandridge-pc.gov.uk

1st June 2022

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

You are summoned to attend a meeting of Sandridge Parish Council, to be held at Marshalswick Community Centre on Wednesday 8th June 2022 at 7.30pm

Members of the public and press are invited to attend this meeting.

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 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

Full Council 8th June 2022

3. **TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 11th MAY 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 a schedule of creditor payments for the period 12th May 2022 to 8th June 2022. It is;

Recommended

That this schedule is approved for payment on 10th June 2022.

7. 2021/22 Final Accounts, Internal Audit report and Annual Governance and Accountability Return (AGAR)

A set of Accounts compiled by George Street Accountants, together with a copy of the Annual Governance and Accountability Return (AGAR) for the year ended 31st March 2022 are attached. The Council will note that the final Accounts for 2021/22 have been approved without qualification by the Internal Auditor who has also signed the AGAR. Furthermore, the Finance Committee resolved on 30th May to recommend approval of the accounting statements and AGAR to Full Council.

The final budgetary outturn for 2021/2022 was also reported to the Finance Committee on 30th May 2022 after all accrued expenditure and income had been posted on to the financial management system. Outturn for the year is £256,840 (net) against the 2021/2022 budget of £311,670. This represents a saving on budget of £54,830, however the following additional points should be noted;

- The Jersey Farm Pump Track budget of £25,000 has been brought forward from 2021/2022 to 2022/2023 in order to fully fund this approved project.
- An earmarked grant of £5,000 to St John Fisher School was not paid in 2021/22 because conditions were not met. This may however still be paid within the current year from the 2022/2023 budget.
- Various items of Sports and Recreation revenue expenditure included in 2021/2022 outturn were funded by the release of £5,000 from earmarked reserves.
- The refurbishment of the Spencer Meadow MUGA, included in the 2021/2022 outturn, was part funded (£15,000) from earmarked reserves.

For information, the proposed period for the Exercise of Public Rights, when the approved AGAR is made publicly available, is from 13th June 2022 to 22nd July 2022. The Notice will be displayed on the Parish Council's website from 12th June. This complies with Accounts and Audit regulations. It is;

Recommended

That Members formally note and approve the dates for the Exercise of Public Rights and that all regulations in this regard have been complied with. It is further;

Recommended

That members of Sandridge Parish Council acknowledge responsibility for ensuring there is a sound system of internal control, including the preparation of the Statement of Accounts, and confirm that to the best of its knowledge and belief, with respect to the Council's Statement of Accounts for year ended 31st March 2022, the 2021/22 Annual Governance Statement should be approved by the Council and that the Chair and the Parish Clerk (as RFO) should sign Section 1 of the AGAR.

It is further;

Proposed

That Sandridge Parish Council resolves to confirm that to the best of its knowledge the 2021/22 Accounting Statements contained in the Annual Return, plus the explanation of variances made available at the meeting represent the financial position of the Council for the year ended 31st March 2022 and that the Chair and the Parish Clerk (RFO) should each sign Section 2 of the AGAR.

8. Internal audit – Year end 2021/2022

Please see attached the year-end internal audit report. Members will note that the audit opinion is unqualified and does not contain any recommendations. The report was reviewed by the Finance Committee on May 30th and it was resolved to recommend the report to Full Council. It is;

Recommended

That members formally note the internal audit report as circulated.

9. Financial Regulations

Members were emailed a copy of the Financial Regulations on 12th May 2022. These included the three amendments agreed at May Full Council. It is;

Recommended

That the regulations as circulated are re-adopted for the coming year.

10. Matters of Note

- The broken finger pointing to the Scout Hut on the column at the corner of House Lane and Sandridge High Street has been replaced.
- Fifteen hanging baskets have now been installed in the parish through the grounds maintenance contract.
- The resurfacing of the footpath between the William Bell Open Space and The Ridgeway has now been completed.

COUNCILLOR AND COMMITTEE REPORTS

11. Grant Applications

- Sandridge 10K

Note: There have been awards of £3,500 made so far this year from the £20,000 budget. £5,000 continues to be earmarked for St Fisher School.

12. Committee Room Table

At a meeting on April 13th it was resolved to form a working party to discuss whether to keep the large table in the Marshalswick Community Centre Committee Room or replace it with trestle tables. The Working Party (Councillors Bolton, Leonard, Roberts and Geoff Churchard) have discussed the matter and given the provenance and elegance are in favour of retention. The following was noted;

- The table is an ideal shape and size for the majority of committee meetings, which usually have less than eight members.
- The table came from the cabinet room at Number 10 Downing Street via a member of staff married to a councillor. It is;

Proposed

That the table is retained in the Committee Room.

13. Bus Stop on St Albans Road

Please see attached a report and recommendation from Councillor Cann.

14. Meetings of Committees:

- Finance Committee 11th April 2022 and 30th May 2022
- HR Committee 26th May 2022
- Planning Committee – see below

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

The Council may not make decisions under this item

16. PLANNING MATTERS

The Planning Committee met on 21st April 2022 and 12th May 2022.

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;

57 Harness Way, St Albans – Planning Application: 5/2022/0925

1 Wycombe Place, St Albans - Planning Application: 5/2022/0928

2A Downes Road, St Albans – Planning Application: 5/2022/0888

59 St Albans Road, Sandridge – Planning Application: 5/2022/0899

Former Baptist Chapel, Sandridge - Planning Application: 5/2021/0667

48 Pondfield Crescent, St Albans – Planning Application: 5/2022/0911

Taylor Wimpey, Oaklands College, St Albans – Planning Application: 5/2022/0721

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.

17. 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 – 13th July 2022 at 7.30pm – Marshalswick Community Centre