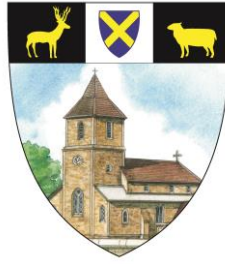


# *Sandridge Parish Council*



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

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Email: [clerk@sandridge-pc.gov.uk](mailto:clerk@sandridge-pc.gov.uk)

6<sup>th</sup> October 2022

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

**You are summoned to attend a meeting of Sandridge Parish Council, to be held at Marshalswick Community Centre on Wednesday 12<sup>th</sup> October 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](mailto:clerk@sandridge-pc.gov.uk) or by post, address 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 28<sup>th</sup> SEPTEMBER 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 14<sup>th</sup> September 2022 to 12<sup>th</sup> October 2022. These accounts will be paid on Friday 14<sup>th</sup> October 2022. It is;

#### **Recommended**

That payment of this schedule is approved by Full Council.

#### **7. Project, Amenities and Community Engagement Officer's report.**

A verbal update on current projects.

#### **8. CCTV Policy**

To review and re-adopt the enclosed CCTV Policy.

#### **9. Equality and Diversity policy**

To review and re-adopt the enclosed Equality and Diversity Policy.

#### **10. Bank Mandates**

On September 26<sup>th</sup> the Finance Committee reviewed and updated as necessary the Parish Council's signatories. These will now be as follows;

Simon Thwaites (Administrator)  
Emma Hostler (Administrator)  
John Hale  
John Newton-Davies  
Janet Churchard  
Graham Leonard  
Jenny Roberts

It is;

#### **Recommended**

That Members formally note these amendments.

#### **11. Release of Funds to Renovate Two Timber Clad Slides**

At a meeting of the Finance Committee on 26<sup>th</sup> September 2022, it was agreed to release the maximum sum of £4,500 from reserves to fund the urgent maintenance of two timber clad slides in the parish. This matter was reported to the Sports and Recreation Committee on October 5<sup>th</sup>. It is;

#### **Recommended**

That Full Council ratifies this expenditure.

#### **12. Redesignation of Project and Amenities Officer Post**

In May this year, the HR Committee agreed in principle to redesignate the *Project and Amenities Officer's* post to the *Project, Amenities and Community Engagement Officer*. Following the meeting, because the new duties were already being undertaken, it was agreed to implement the recommendation provided the decision to do so was ratified at October Full Council.

In summary, the principal changes were made to bring all the 'Community Engagement' tools (Facebook, Instagram, Website, Neighbourhood News, volunteer database) together in one place with a view to improving consistency, coverage and, where possible, the *quality* of how The Council communicates with residents, in particular via the website. It made sense for the officer involved in almost all the Parish Council's various projects to be communicating with and receiving feedback from residents.

The proposal allowed for a single increment uplift in salary from LC2 (below substantive 18-23) to LC2 (substantive 24-28), i.e. SCP 23 to SCP 24 with no automatic progression through the enhanced salary scale range. The annual salary uplift equates to approximately 51 hours per year which is significantly less than was previously being allocated and paid in respect of the website management. It is;

### **Recommended**

That Full Council ratifies the decision as outlined above.

### **13. 2022/2023 Budgetary Control**

A budgetary control report for the current year was reviewed by the Finance Committee on 26<sup>th</sup> September 2022. The report gave projected net expenditure for 2022/2023 of £354,322 against a budget of £305,706. The projected overspend, it was explained, resulted from approved additional expenditure such as the Bike Track (£25,000), the William Bell footpath (£12,000) and the Summer Event (£4,660). Also contributory is a projected fall in centres income in 2022/2023 of £20,000.

### **14. Matters of Note**

- Replacement rugby posts have been ordered for the Jersey Farm Open Space. These are being funded through a claim made to the Parish Council's insurers (minus a small excess).

## **COUNCILLOR AND COMMITTEE REPORTS**

### **15. Grant Applications**

There have been no applications this month.

### **16. Meetings of Committees:**

- Finance Committee 26<sup>th</sup> September 2022
- Planning Committee 29<sup>th</sup> September 2022 (see below)
- Combined Community Centres Committee 3<sup>rd</sup> October 2022
- Jersey Farm Woodland Park Committee 3<sup>rd</sup> October 2022
- Sports and Recreation Committee 5<sup>th</sup> October 2022

### **17. MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA**

*The Council may not make decisions under this item*

### **18. PLANNING MATTERS**

The Planning Committee met on 29th September 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;

47 & 47A The Quadrant, St Albans – Planning ref: 5/2022/1927

13 Kingsmead, Jersey Farm – Planning ref 5/2022/2271

22 Langley Grove, Sandridge – Planning ref: 5/2022/1449

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.

#### **19. 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 – 9<sup>th</sup> November 2022 at 7.30pm – Marshalswick Community Centre**