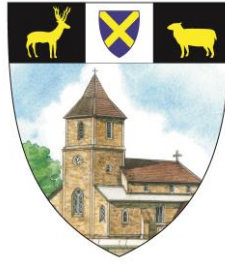


Sandridge Parish Council



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

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

Email: clerk@sandridge-pc.gov.uk

6th February 2020

To : Councillors Janet Churchard, Geoff Churchard, Claudio Duran, John Foster, John Newton-Davies, James Lancaster, Graham Leonard, Julie Booth, Neil Harris, John Hale (Chair), Patsy Cann, Lyn Bolton, Jennifer Roberts, Jon Hegerty

You are summoned to a meeting of Sandridge Parish Council to be held at

Marshalswick Community Centre

on Wednesday 12th February 2020 at 7.30 pm

Simon Thwaites
Parish Clerk

Members of the public and press are invited to attend this meeting. A Councillor will be available between 7.15 pm and 7.30 pm to discuss any matter relating to the parish.

To assist in the efficient dispatch of business, members requiring further information or clarification on items included on the agenda are requested to enquire prior to the meeting.

A G E N D A

1. TO RECEIVE AND 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 12th February 2020

3. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 8th JANUARY 2020

4. QUESTIONS TO MEMBERS AND OFFICERS

4.1 Public Participation - An opportunity for residents to raise issues or ask Members questions.

4.2 Questions to the officers.

5. CLERK'S REPORTS

5.1 Monthly Accounts.

Please find attached for approval a list of payments to be made for the period 9th January 2020 to 12th February 2020.

5.2 Project and Amenities Officer's Report

A verbal update on current projects including the Parish Council's submissions in this year's Sustainable St Albans Festival and the Woodland Park Summer Event.

5.3 Instagram

Instagram is a video and photo sharing social networking service. By joining the network and encouraging members of the community to become followers, Instagram would be a means to further promote volunteer working groups, new installations and other initiatives of the Parish Council, possibly to groups or individuals not currently being reached. It is expected that content would largely mirror that already appearing on the Parish Council's Facebook page. It is;

Recommended

That the Clerk creates an Instagram account for the Parish Council for the promotion of Parish Council activities as indicated above and as currently promoted through the website and Facebook, to be managed by the Parish Office.

5.4 Sandridge Parish Council Annual Risk Assessment

On 3rd February 2020 the Clerk and Deputy Clerk completed the annual Parish Risk Assessment. This is a high-level desktop exercise completed using audit approved software to review a comprehensive variety of risks. There is a requirement for the Council to carry out a risk assessment annually and for Full Council to formally note the results and any relevant action points. There were no action points resulting from this assessment. It is;

Recommended

That Members approve the attached summary of the assessment carried out for the forthcoming year.

Note: Members are able to view a copy of the full assessment at the Parish Office

5.5 Amended Terms of Reference – Jersey Farm Woodland Park Management Committee

At a committee meeting held on 13th January, the following amendments were agreed to the committee's Terms of Reference;

- To act on any recommendations or issues arising from St Albans District Council's annual tree survey

- To undertake a safety survey of all trees in the Jersey Farm Woodland Park on an 18 month basis
- To clean and maintain all furniture

It is;

Recommended

That the above amendments are ratified for this committee.

6. Matters of Note

- Financial Management System – the Parish Office is currently reviewing the use of Sage as its Financial Management System (FMS). If, following this review, there is a clear preference for the alternative FMS currently being considered, a recommendation will be made to the Finance Committee later this month.
- The Parish Office is working with Sandridge Cricket Club to secure funding from Sport England for replacement cricket nets at Spencer Meadow.
- Legal and General have confirmed that the insurance policy to protect this council against the costs of future ill health retirement will commence from April 1st. The policy includes an employee assistance programme (legal advice etc) of which staff have been made aware.
- The basket swing at the Jersey Farm Adventure playground has again been set alight. It has been removed by the Parish Council's contractor. The Parish Office is in contact with Zurich Insurance Ltd.
- Projected outturn in 2019/20 is £289,000, being a saving on budget of £14,689. This will be reported to the Finance Committee on February 17th.
- Building work to rebuild the damaged wall at Sherwood Park will commence soon. The contractor employed by the residents association responsible for the work will access the site from the flats and not through the field.

7. COUNCILLOR AND COMMITTEE REPORTS

7.1 Neighbourhood Plan

Please see attached a report by Councillor Hale on the Sandridge Neighbourhood Plan.

7.2 Litter Pick

Councillor Roberts seeks support for a litter pick within the parish at either the end of March or the beginning of April before the foliage reappears. Members are invited to suggest suitable areas, possibly outside of the usual locations, such as Hammonds Lane, Nashes Farm Lane or Sandridgebury Lane.

7.3 Symondshyde

Please see attached a report and recommendation by Councillor Hale.

8. Grant Applications

- Sandridge Cricket Club - assistance with grounds maintenance costs

9. Meetings of Committees:

- Planning Committee 9th January 2020
- Jersey Farm Woodland Park Committee 13th January 2020
- PEAP Committee 28th January 2020
- Planning Committee 30th January 2020

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

The Council may not make decisions under this item

11. 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.

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.

12. 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