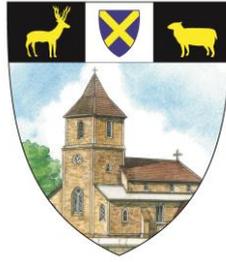


# *Sandridge Parish Council*



Marshalswick Community Centre,  
The Ridgeway,  
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AL4 9TU

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28th April 2021

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

**You are summoned to attend a meeting of Sandridge Parish Council, to be held via video conferencing in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 on Wednesday 5<sup>th</sup> May 2021 at 7.30 pm**

*Simon Thwaites*  
Parish Clerk

Members of the public and press are invited to attend this meeting via Zoom video conferencing and using meeting reference number 898-7181-7756, key 509565. Alternatively, 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 ELECT A CHAIR AND RECEIVE A DECLARATION OF ACCEPTANCE OF OFFICE FOR THE ENSUING YEAR.**
- 2. TO ELECT A VICE CHAIR AND TO RECEIVE A DECLARATION OF ACCEPTANCE OF OFFICE FOR THE ENSUING YEAR.**
- 3. TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE.**

#### **4. 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

#### **5. TO NOTE THE DRAFT MINUTES OF THE ANNUAL PARISH MEETING HELD ON THE 22nd APRIL 2021.**

#### **6. TO APPROVE AS A CORRECT RECORD THE MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 22nd APRIL 2021.**

#### **7. QUESTIONS TO OFFICERS.**

#### **8. PUBLIC PARTICIPATION – AN OPPORTUNITY FOR RESIDENTS TO RAISE ISSUES OR ASK MEMBERS QUESTIONS.**

#### **CLERK'S REPORTS**

#### **9. MONTHLY ACCOUNTS.**

It is;

##### **Proposed**

To approve the attached payment schedule, relating to creditor payments for the period 15<sup>th</sup> April to 5<sup>th</sup> May 2021.

#### **10. TO APPOINT REPRESENTATIVES OF THE COUNCIL TO OTHER BODIES AND COMMITTEES**

Last year, it was resolved not to appoint to committees and other bodies because of the limitations imposed by the pandemic on council meetings. Membership therefore remained in place until this year.

As councillors have served on committees since this council was elected in 2019, now is an appropriate time for them to consider which committees they would be most effective on. For councillors who joined the council in 2019 this might mean requesting a place on a different committee that they feel would benefit from their interests or expertise. For councillors who have been on the council longer this is an opportunity to step down from committees and join other committees where they can bring a fresher perspective or to rejoin committees they served on before 2019. For this reason, and to allow time for due consideration to be given, a blank schedule of committee places was sent on 26<sup>th</sup> April with a request that councillors write to the Parish Office stating which committees they'd like to join.

A table was emailed to Members with details of requests for committee membership, highlighting over-subscriptions and under-subscriptions on 4<sup>th</sup> May. It is hoped that all committee places can be filled at this meeting based on the above criteria and on sharing available places equitably across all council members. It is:

##### **Recommended**

That Council delegates the power to each committee to elect a Chair and Vice Chair (if applicable) at its next meeting.

#### **TERMS OF REFERENCE FOR SANDRIDGE PARISH COUNCIL COMMITTEES**

It is;

##### **Recommended**

That Members request a review of Terms of Reference by each committee at the next available opportunity, any material amendments to be brought back to Full Council in September for ratification.

## **11. GENERAL POWER OF COMPETENCE (GPC) – ANNUAL REVIEW**

The GPC was introduced through the Localism Act 2011 s.1-8, extending the powers of local councils, encouraging efficiency and innovation. To hold this power of first resort, a resolution must be passed annually confirming;

- Two thirds of council members were elected
- The Council has a suitably qualified Clerk (CiLCA)

These criteria appear in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012/965. This power differs from s137 of the LGA. There is no maximum annual expenditure imposed and it allows a greater degree of financial freedom. The GPC allows eligible councils to do anything an individual could lawfully do (i.e. excluding anything prohibited by legislation). Eligibility doesn't remove the requirement for local councils to perform statutory duties. In November 2016 the current Clerk completed the CiLCA qualification, thereby fulfilling the criteria for Sandridge Parish Council to hold the GPC. It is;

### **Proposed**

That Sandridge Parish Council resolves to re-adopt the General Power of Competence in 2021/22, for review at the May 2022 Full Council meeting.

## **12. 2020/2021 Internal Audit Report**

To acknowledge the attached report produced by the Parish Council's internal auditor, Green Biro Ltd. It may be noted that the audit opinion is unqualified with no action points resulting. It is;

### **Proposed**

That Members formally note the report and its contents.

## **13. 2020/21 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 31<sup>st</sup> March 2021 are attached. The Council will note that the final Accounts for 2020/21 have been approved by the Internal Auditor who has also signed the AGAR.

The final budgetary outturn for 2020/21 will be reported to the next Finance Committee meeting on 24<sup>th</sup> May 2021 after all accrued expenditure and income are posted on to the financial management system. Outturn will clearly show savings on the original 2020/21 budget because, whilst there has been almost no income from community centre use, this has been more than offset by savings elsewhere resulting from cancelled events etc.

For information, the proposed period for the Exercise of Public Rights, when the approved AGAR is made publicly available, is from 14<sup>th</sup> June 2021 to 23<sup>rd</sup> July 2021. The Notice will be displayed on the Parish Council's website on 14<sup>th</sup> June. This complies with Accounts and Audit regulations. It is;

### **Proposed**

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;

### **Proposed**

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 31<sup>st</sup> March 2021, the 2020/21 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 2020/21 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 31<sup>st</sup> March 2021 and that the Chair and the Parish Clerk (RFO) should each sign Section 2 of the AGAR.

### **14. MATTERS OF NOTE**

- Discussions around potential capital transfers of the Jersey Farm Woodland Park, the Wheat Close playground and receiving permission in principle to construct a bike trail on District Council land have been postponed until after the local elections.

### **COUNCILLOR AND COMMITTEE REPORTS**

#### **15. Grant Applications**

- Abbey Flyers Nomads Netball Club – further information supplied.

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

- Planning Committee 22<sup>nd</sup> April 2021
- Combined Community Centres Committee 26<sup>th</sup> April 2021
- Parish Environmental Assets & Pathways (PEAP) 27<sup>th</sup> April 2021

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

*The Council may not make decisions under this item*

#### **18. 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 objected to since the last Full Council meeting are;

6 Highfield Road, Sandridge: Planning Application 5/2021/0582

8 Gladeside, St Albans: Planning Application 5/2020/0607

51 Sherwood Avenue, St Albans: Planning Application 5/2021/0951

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 – June 9<sup>th</sup>. It is anticipated that this meeting will be held in person.**