



SANDRIDGE PARISH COUNCIL

Met at Marshalswick Community Centre on Wednesday 8th June 2022 at 7.30pm for a Meeting of the Parish Council

PRESENT:

Councillors John Hale, June Reid, John Foster, Graham Leonard (Chair), Lyn Bolton, John Newton Davies, Janet Churchard, Geoff Churchard, Jonathan Maskell, Neil Harris, Jenny Roberts, Sam Vosper

OFFICERS:

Emma Hostler, Deputy Parish Clerk, Rebecca Pannese, Project and Amenities Officer

ABSENT:

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IN ATTENDANCE:

There was one member of the public and a St Albans District Councillor present

5323 TO RECEIVE AND FORMALLY ACCEPT APOLOGIES FOR ABSENCE

There were apologies received and accepted from Councillors Jonathan Hegerty and Patsy Cann.

5324 DISCLOSURES OF INTEREST

There was none.

5325 TO APPROVE AS A CORRECT RECORD THE DRAFT MINUTES OF THE MEETING OF THE COUNCIL HELD ON THE 11th MAY 2022

The minutes of the meeting of the Council held on 11th May 2022 were reviewed. They were agreed to be a correct record and it was unanimously;

Resolved

That the minutes of the meeting be approved and signed by the Chair.

QUESTIONS TO OFFICERS AND MEMBERS

5326 Questions to Officers

Questions were asked and answers given.

5327 Public Participation – an opportunity for residents to raise issues or ask questions of Members

On behalf of St Albans' District Councillors for Marshalswick East & Jersey Farm, Marshalswick West and Sandridge & Wheathampstead, Councillor Lorraine Kirby congratulated the Parish Council on the successful Platinum Jubilee Celebration Event on 4th June, and in particular Councillor Roberts for her hard work.

(Councillor Maskell joined the meeting at this point)

CLERK'S REPORTS

5328 Monthly Accounts

Members reviewed a schedule of creditor payments for the period 12th May 2022 to 8th June 2022. Questions were asked and responded to before it was unanimously;

Resolved

To approve the payment of this schedule, to be made on Friday 10th June 2022.

5329 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 were reviewed. The Council noted that the final Accounts for 2021/22 have been approved without qualification or recommendation by the Internal Auditor who has also signed the AGAR.

It was noted that the final budgetary outturn for 2021/2022 was reported to the Finance Committee on 30th May 2022 and that outturn for the year was £256,840 (net) against the 2021/2022 budget of £311,670. The following additional points were noted;

- The Jersey Farm Pump Track budget of £25,000 has been carried 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 Multi-Use Games Area, included in the 2021/2022 outturn, was part funded (£15,000) from earmarked reserves.

Councillors were informed that the proposed period for the Exercise of Public Rights, when the approved AGAR is made publicly available, runs 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 was unanimously;

Resolved

To record that Members formally noted and approved the dates for the Exercise of Public Rights and that all regulations in this regard were correctly followed. It was further unanimously;

Resolved

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 was further unanimously;

Resolved

That Sandridge Parish Council confirmed 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.

5330 Internal audit – Year end 2021/2022

The Council reviewed the year-end internal audit report circulated with the agenda. Members noted that the audit opinion was unqualified and does not contain any recommendations. It was confirmed that the

report was reviewed by the Finance Committee on May 30th when it was resolved to recommend the report to Full Council. It was unanimously;

Resolved

To formally note the internal audit report as circulated.

5331 Financial Regulations

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

Resolved

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

5332 MATTERS OF NOTE

- The broken finger sign 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

5333 Grant Applications

- Sandridge 10K. Following discussion, it was;

Resolved

To award the sum of £500 to Sandridge Primary School to assist with costs associated with holding the Sandridge 10K fundraising event. This award was made under the General Power of Competence.

5334 Committee Room Table

Following discussion, a motion was proposed by Councillor Bolton, seconded by Councillor Leonard and it was;

Resolved

To retain the Committee Room table in the Marshalswick Community Centre Committee Room.

5335 Bus Stop on St Albans Road

Councillors considered a report by Councillor Cann regarding the poor state of the bus shelter close to the junction of St Albans Road and Sandringham Crescent, and also its position on the road. Councillor Hale advised Members that he had already reported the matter with the Herts County Highways Authority and is investigating policy on replacing bus shelters. After further discussion it was proposed by Councillor Hale, seconded by Councillor Roberts, and unanimously;

Resolved

To ask the Parish Clerk to write to Herts Highways Authority requesting remedial action be taken. Councillors also asked that the Project and Amenities Officer investigate costs for the Parish to replace the bus shelter.

5336 Meetings of Committees:

There were matters raised and responded to following review of the draft minutes produced and circulated since the last Full Council meeting:

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

5337 MATTERS OF NOTE ARISING SINCE THE CIRCULATION OF THE AGENDA

- Councillor Leonard addressed Members on the need for increased collaboration and active support for Council initiatives going forward. He acknowledged the contribution made by Councillor Roberts and the Project and Amenities Officer towards a successful Platinum Jubilee Event on 4th June.

5338 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. The planning applications commented on since the last Full Council meeting were;

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

5339 SUGGESTIONS AND/OR MATTERS FOR CONSIDERATION AT FUTURE MEETINGS

- There was none

DATE OF NEXT MEETING

The next meeting of Sandridge Parish Council is scheduled to be held on Wednesday, July 13th 2022 – Marshalswick Community Centre at 7.30pm.

There being no further business the meeting closed 8.37pm.

Chair

Date

Cllr Graham Leonard