



PARISH COUNCIL OF SANDHURST, KENT

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850273

To : Members of Sandhurst Parish Council

I summon you to a meeting of Sandhurst Parish Council which will take place on **Tuesday, 13 February 2024 at 19.00 hrs** when the business detailed on this Agenda will be considered.

Members of the Public and the Press are welcome to attend this meeting.

At the Chairman's discretion, up to 15 minutes will be set aside for questions from members of the public each one of whom may be invited to speak for a maximum of 3 minutes in total relating to items on the Agenda or about issues of local concern. They have the right and are welcome to stay and observe the rest of the Meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1. Please inform the Clerk if you wish to film or record the meeting.

Please contact the Clerk if you are unable to attend – Quorum for Council is 3 Members.

Julie Horan : Parish Clerk

05 February 2024

AGENDA

Item	
1.	Apologies for Absence As reported at the meeting.
2.	Declarations of Interest To receive Declarations of Interest on agenda items. Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.
3.	Approval of Minutes To resolve that the Minutes of the meeting of the Council held on 12 December 2023 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy. To resolve that the Minutes of the meeting of the Council held on 09 January 2024 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy.
4.	Councillor Intervention KCC Councillor Holden TBC TWBC Councillor Bland TBC TWBC Councillor Neville TBC
5.	Finance & Accounts

	<p><u>Accounts</u></p> <p>To approve accounts retrospectively for payment from 01 January to 31 January 2024.</p> <p>To receive details of receipts in from 01 January to 31 January 2024.</p> <p>To note the bank reconciliation at 31 January 2024.</p> <p>To review forecast</p> <p>Update on outstanding allotment rent</p>
6.	Meeting Dates 2024/25
	<p>To agree the Parish Council meeting dates for 2024/25 - circulated prior to the meeting</p>
7.	Annual Review of Documentation
	<p>To review for approval at the March meeting:</p> <p>Standing Orders</p> <p>Financial Regulations</p> <p>Financial Risk Assessment</p> <p>Asset Register</p>
8.	Pavilion/OSH/Car Park
	<p>Updated quote for car park barrier - DR</p> <p>Update on enquiries made regarding Legionella checks for OSH/Pavilion - DR</p> <p>Update on quotes received to remedy damp in front wall of OSH - DR</p> <p>Update on external redecoration of OSH - DR</p>
9.	Christmas Tree Lights
	<p>Approve the purchase of replacement Christmas Tree lights.</p>
10.	Climate Emergency Declaration
	<p>Circulated prior to the meeting - KO</p>
11.	Neighbourhood Plan
	<p>Update - KO</p>
12.	Toilet Block
	<p>Gents external toilet door damaged by vandals, decision required repair damage or replace with metal doors and frames.</p>
13.	Planning
	<p>Application No: 24/00147/FULL</p> <p>Proposal: Variation of Condition 2 of 19/01474/FULL - to amend design of porch</p> <p>Address: 5 Twysden Cottages , Bodiam Road, Sandhurst, Kent, TN18 5LF</p> <p>Comments due by: 13 February 2024 - Extension granted until 16th February.</p>
14.	Correspondence to the Clerk
	<p>None</p>
15.	Public Intervention
	<p>The Chairwoman will allow 15 minutes for a public intervention at the appropriate point in the meeting if necessary.</p>
16.	Date of Next Meetings
	<ul style="list-style-type: none"> • 12 March 2024

Julie Horan
Clerk to Sandhurst Parish Council

CC: For Information
County Cllr Seán Holden
Borough Cllr Godfrey Bland
Borough Cllr Ellen Neville