



PARISH COUNCIL OF SANDHURST, KENT

Please reply to Catherine Catt, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850295

Approved Minutes Full Parish Council Meeting Tuesday, 18 May 2021

In Attendance:

Cllr C Robinson (CR)	Mrs C Catt (CC) : Clerk & Proper Officer
Cllr M Griggs (MG)	
Cllr L Erwood (LE)	
Cllr M Hiscock (MH)	
Cllr A Kerry (AK)	
Cllr D Rogers (DR)	

1.	Elections : Chairman & Vice-Chairman The Clerk welcomed people to the meeting and explained the reason for holding this face-to-face meeting was to carry out essential business which would normally be conducted as part of the Annual Parish Council Meeting. The first point of business was to elect a Chairman and Vice-Chairman. <u>Election of Chairman</u> Cllr Kerry proposed that Cllr Robinson should be elected as Chairman. This was seconded by Cllr Griggs and those present voted unanimously to elect Cllr Robinson as Chairman. Cllr Robinson agreed and signed the Declaration of Acceptance of Office. He asked the Clerk to note he was happy to carry out this role for a year after which he would stand down. <u>Election of Vice-Chairman</u> Cllr Hiscock proposed that Cllr Griggs should be elected as Vice-Chairman. This was seconded by Cllr Kerry and those present voted unanimously to elect Cllr Griggs as Vice-Chairman. Cllr Griggs agreed and signed the Declaration of Acceptance of Office.	Actions

2.	Apologies Apologies were received from the Responsible Finance Officer and PSCO Fuller.	
3.	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 <ul style="list-style-type: none"> ▪ There were no declarations of interest. 	
4.	Approval of Minutes To resolve that the Minutes of the meeting of the Council held on 13 April 2021 are a true record of the meeting. <ul style="list-style-type: none"> ▪ Cllr Erwood proposed; Cllr Griggs seconded and those present agreed the minutes were a true record of the meeting. To resolve that the Minutes of the Planning Committee held on 27 April 2021 are a true record of the meeting. <ul style="list-style-type: none"> ▪ Cllr Griggs proposed; Cllr Erwood seconded and those present agreed the minutes were a true record of the meeting. 	
5.	Councillor Vacancies Cllr Kelli O'Brien and Cllr Jill Oliphant-Robertson had decided not to stand as Parish Councillors at the recent parish council elections. Cllr Robinson proposed that a formal vote of thanks should be made and recorded in recognition of the time, energy and contributions both had made to the Parish Council and Sandhurst village. <ul style="list-style-type: none"> ▪ Cllr Griggs seconded the proposal and those present all agreed. ▪ The Chairman and Clerk will contact Cllrs O'Brien and Oliphant-Robertson Cllr Robinson reported the resignations meant the Parish Council had three vacancies which could be filled by co-option. Normally, this would be done by the Staffing Committee but in the absence of Cllrs O'Brien and Oliphant-Robertson, Cllr Robinson proposed that this authority should be delegated to the Chairman, Vice-Chairman and Clerk until a Staffing Committee can be reconvened. <ul style="list-style-type: none"> ▪ Cllr Rogers seconded and those present agreed to the proposal. Cllrs Robinson and Griggs did not vote. Cllr Robinson reported expressions of interest had been received from three villagers and asked the Clerk to make the necessary arrangements to meet and discuss the vacancies with them.	CR/CC CC
6.	Finance The financial information had been circulated ahead of the meeting and in the absence of the RFO, Cllr Robinson agreed to answer any questions.	

	<p><u>Accounts</u> – there were no questions</p> <ul style="list-style-type: none"> ▪ Cllr Griggs proposed; Cllr Rogers seconded and those present agreed to approve the payments from 1 April to 30 April 2021 retrospectively. ▪ Cllr Robinson noted £36,990 was the first instalment of the Precept from TWBC. Cllr Griggs proposed; Cllr Rogers seconded and those present agreed to approve receipts from 1 April to 30 April 2021 retrospectively. ▪ In the absence of Cllr Oliphant-Robertson, Cllr Robinson agreed to check the bank reconciliation at 30 April 2021. <p><u>Year End 2020/21</u></p> <ul style="list-style-type: none"> ▪ There were no questions and it was noted this final reconciliation of accounts for 2020/21 would be used for the Internal Audit. <p><u>Bank Account</u></p> <ul style="list-style-type: none"> ▪ Cllr Erwood volunteered to replace Cllr Oliphant-Robertson as a bank signatory which was accepted by those present. ▪ Cllr Griggs volunteered to verify the bank reconciliation at the end of each month and this was accepted by those present. 	CR
7.	Correspondence to the Clerk To note any correspondence received by the Clerk	AC
	<p><u>Planning Applications</u></p> <ul style="list-style-type: none"> ▪ 21/00825/OUT Following a telephone conversation with the Planning Officer, the Clerk was able to verify the only change to the application was the widening of the access onto the Rye Road. As a result it was agreed not to hold a public meeting and to make sure TWBC noted all the comments which had been made previously. ▪ 21/01359/Full As Chairman of the Planning Committee, Cllr Griggs will circulate this application electronically and ask for comments and respond by 7 June 2021. <p><u>Local Plan Consultation</u> The Clerk reminded those present that the consultation on the new Local Plan ended on 4 June 2021. Cllr Robinson and Cllr Griggs agreed to respond to the consultation following the refusal of the planning application for Sharps Hill.</p> <p><u>106 Development Money</u> Cllr Rogers felt strongly that the Parish Council should invite Cllrs Bland and Holden to comment and act upon the recent responses</p>	CC MG CR/MG

	<p>made by KCC about the Primary School and Bus Routes. It was agreed to include this on the agenda for the next meeting.</p> <p>Allotment 5b The Clerk confirmed she has given the key to allotment 5b to a resident of Sandhurst.</p> <p>Multi-Use Games Area The Clerk has received an email from a local resident suggesting a MUGA should be constructed on the Sports Field. The Councillors reacted positively and felt this would be an asset for the village and although they did not have the resources they would be happy to support a working group and make a financial contribution. They asked the Clerk to send a positive response and to encourage this initiative.</p>	CC
8.	Public Intervention There was no public intervention as no members of the public attended the meeting.	
9.	Date of Next Meeting <ul style="list-style-type: none"> ▪ It was agreed to postpone meetings until after 21.6.21 and the Government's guidelines on the next step out of lockdown. ▪ Annual Parish Meeting will be rescheduled after 21.6.21 	▪

CATHERINE CATT

Clerk to Sandhurst Parish Council

CC: For Information

County Cllr Seán Holden
Borough Cllr Godfrey Bland
PCSO Fuller