



PARISH COUNCIL OF SANDHURST, KENT

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

Approved Minutes Parish Council Meeting 13 September 2022

In Attendance:

CLlr C Robinson (Chairman) (CR)	CLlr A Kerry (AK)
CLlr M Phillipson (MP)	CLlr K O'Neil (KO)
CLlr P Phillipson (PP)	CLlr L Erwood (LE)
CLlr D Rogers (DR)	Mrs J Horan (Clerk & Proper Officer) (JH)

Item:	
1.	Welcome & Apologies
	CR announced that because of the death of the Queen that only absolutely essential, time sensitive items will be discussed this evening. Apologies were received from CLlr Griggs (Vice Chairman) (MG), CLlr J Roper (JR)
2.	Appointment of Clerk
	Catherine Catt resigned with effect from the 31 st August 2022. The staffing committee MG, MP, LE along with CR have unanimously recommended, having reviewed Julie Horan's CV and relevant experience that Julie Horan take on the position as a permanent appointment. <ul style="list-style-type: none"> • CR Proposed that the Council accept the recommendation of the Staffing committee and appoint Julie Horan as Clerk and RFO. LE Seconded – All present agreed
3.	Declarations of Interest
	Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests. There were two declarations of interest concerning an item on the agenda: DR & LE as Allotment Holders
4.	Approval of Minutes
	To resolve that the Minutes of the meeting of the Council held on 12 July 2022 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy. <ul style="list-style-type: none"> • <i>Approval carried over to next meeting</i>

5.	Matters Arising
	Allotment Gate Update - <i>Carried over to next meeting.</i> Memorial Bollards Update - <i>Carried over to next meeting.</i>
6.	Councillor Intervention
	No Councillors present
7.	Finance and Accounts
	To approve accounts retrospectively for payment from 1 st July to 31 st July 2022. To receive details of receipts in from 1 st July to 31 st July 2022. To note the bank reconciliation at 31 st July 2022. To approve accounts retrospectively for payment from 1 st August to 31 st August 2022. To receive details of receipts in from 1 st August to 31 st August 2022. To note the bank reconciliation at 31 st August 2022. DR had a query regarding April/May payments which has been resolved and payments for this period now need to be approved. A forecast has been circulated and will be discussed at the next meeting. <i>Approval of accounts will be carried over to next meeting.</i>
8.	Defibrillator Storage
	Leaflet drop Tanyard – <i>Carried over to next meeting.</i> Update on Defibrillator storage – <i>Carried over to next meeting.</i>
9.	Playground
	The cone climber is not working, CR has received a number of complaints. CR contacted the supplier and has a quote of £602.28 for the nylon bearings. Along with estimates for the rubber mat around the see saw, CR is going to request an estimate to install spare parts to cone climber. CR suggest that the See Saw be fenced off until the work is carried out. AK is going to make enquiries regarding this. <ul style="list-style-type: none"> • CR proposed modest expenditure for temporary fencing. DR seconded – All present agreed
10.	OSH
	Update on refurbishment work – <i>Carried over to next meeting.</i>
11.	Playing Field Car Park
	Installation of barrier to restrict access to larger vehicles and caravans – AK – <i>Carried over to next meeting.</i>
12.	Committees
	To receive reports from committees/working groups – <i>Carried over to next meeting.</i>

13.	Neighbourhood Plan
	<p>KO and Julie Griggs met with Graham White, Chairman of Lamberhurst PC regarding the Neighbourhood Plan. There has been a positive response from a group of 22/24 villagers wanting to get involved.</p> <p>KO said there will be a gathering on 22nd October to generate more support for the Neighbourhood Plan. Grant/funding to support this and the Neighbourhood Plan has been requested.</p> <p>The PC have said they are happy to fund Jim Boot to attend the meeting on 22nd October to establish who is willing to commit to driving the Neighbourhood Plan forward, but cannot commit more funds at the present time until a Steering Group is formed with firm commitment from volunteers.</p> <ul style="list-style-type: none"> • CR Proposed to make funds available to cover Jim Boot's fees for one meeting to agree next move. PP Seconded – All present agreed, apart from LE who abstained.
14.	Allotments
	<p>Currently charges for allotment plots are 20p per square metre, which equates to £25 per year for a standard plot, which will raise £670 in allotment fees in the current financial year. Costs have been reviewed from the last five years and the mean maintenance costs over the five years for the allotments is £800. Charges have not been reviewed in the last 10 years.</p> <ul style="list-style-type: none"> • CR Proposed to increase allotment rentals by 20% for year 2022-23 and to review the allotment costs annually. MP Seconded – All present agreed.
15.	Planning Applications
	<p>Appeal A Ref: APP/M2270/C/20/3246942 Appeal B Ref: APP/M2270/C/20/3246943 Land south of Oakland's Farm, Bodiam Road, Sandhurst, Kent TN18 5LE Decision Notice Date: 04 March 2022 – 6 Months to comply (04 September 2022). Review at next meeting in September 2022 – <i>Carried over to next meeting.</i></p>
16.	Correspondence to the Clerk
	<p>Emails from two residents regarding the land that has been sold in Silverden Lane. JH to write on behalf of Parish Council expressing concerns. Email from Mary Hiscock regarding allotment gate – <i>Carried over to next meeting.</i></p>
17.	PAT Testing
	<p>DR received a quote for PAT Testing across the various Council buildings of £125 plus Vat.</p> <ul style="list-style-type: none"> • DR Proposed to accept the quote. LE Seconded – All present agreed.
18.	Public Intervention
	<p>A member of the public wanted to know, if allotment charges are going to be increased, are the tenancy agreements going to be upheld so that the plots are properly maintained and when vacated left in good order.</p> <p>KO requested that this be placed on the agenda for the next meeting.</p>
19.	Dates of Next Meetings
	<ul style="list-style-type: none"> • 11 October 2022 • 08 November 2022 • 06 December 2022 – Precept meeting • 13 December 2022

Julie Horan

Clerk to Sandhurst Parish Council

CC: For Information

County Cllr Seán Holden
Borough Cllr Godfrey Bland
Borough Cllr Ellen Neville
PCSO Simon Fuller