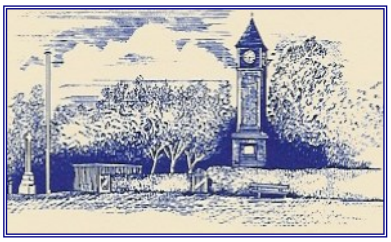

PARISH COUNCIL OF SANDHURST, KENT

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

Approved Minutes
Parish Council Meeting 09 April 2024

In Attendance:

Cllr Mel Phillipson (Chairwoman) (MP)	Julie Horan (Clerk) (JH)
Cllr Katherine O'Neil (KO)	Borough Cllr Godfrey Bland (GB)
Cllr Paul Phillipson (PP)	Borough Cllr Ellen Neville (EN)
Cllr David Rogers (DR)	Members of public - 0

Item:	
1.	**Apologies for absence**
	Apologies were received from: • Cllr Mark Griggs (Vice Chairman) (MG) • Cllr Christopher Robinson (CR) • Cllr Adam Kerry (AK)
2.	**Declarations of interest**
	Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests. • None reported.
3.	**Approval of minutes**
	To resolve that the Minutes of the meeting of the Council held on 13 February 2024 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy. • DR proposed; PP seconded - Agreed by those present that the minutes were a true record of the meeting. To resolve that the Minutes of the meeting of the Council held on 12 March 2024 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy. • DR proposed; KO seconded - Agreed by those present that the minutes were a true record of the meeting.

Signed:..... Dated:.....

4.	**Councillor intervention**
	Cllr Ellen Neville: Candidates for the borough election have been confirmed: there will be 13 people standing, representing various parties, in this new, enlarged ward. TW Planning Investigations have issued their decision on the Lord's Wood matter regarding the removal of the hedgerow and the high fencing. In summary, they found that (i) although the fences are too high, they are not deemed unattractive because you can see through them; (ii) re removal of the hedgerow, having looked at pictures over the last 10 years which did not identify any trees, the hedgerow was not a "historical hedgerow". The case is now closed and there will be no further action. At the full council meeting last week, the Community Safety Partnership plan was approved. This will cover some new priorities including domestic abuse, antisocial behaviour, substance misuse, alcohol abuse, road safety, violence, stalking and harassment, violence against women and girls, and youth anti-social behaviour. **Cllr Godfrey Bland:** At the full council meeting last week most of the time was spent tidying up the Council's Constitution to take account of the reduction of councillors from 48 to 39. This was Godfrey's last meeting with the Parish Council as the Borough Councillor, and the Parish Council thanked him for all his help, support, and service over his time as Borough Councillor, which was much appreciated.
5.	**Finance and accounts**
	<u>Accounts</u> To approve accounts retrospectively for payment from 1 March 2024 to 31 March 2024. To receive details of receipts 1 March 2024 to 31 March 2024. • DR proposed to agree payments and receipts for March; PP seconded - all present agreed. To note the bank reconciliation at 31 March 2024 • Carried forward to the next meeting. <u>To review forecast</u> The current forecast was circulated before the meeting, there were no questions as all looked as expected. <u>Direct Debits:</u> A list of the current direct debits was circulated before the meeting which have been reviewed. <u>Staffing Committee:</u> The Staffing Committee (MP, MG & CR) have met to conduct the Clerk's appraisal. • MP proposed to increase the Clerk's pay by one notch of the Clerks' Pay Scale; KO seconded – all present agreed.
6.	**Climate Action**
	KO has potentially got 6 people interested in setting up a Climate Action Group.

Signed:…… Dated:……

7.	**Pavilion/OSH/Car Park/Toilet Block**
	Car Park Barrier Examples of types of barriers and costs for each were circulated before the meeting. Option A: Alexandra 6m wide x 2.2m high = £4,199.00 plus VAT (fully fitted) Option B: Height Barrier as shown = £3,419.00 plus VAT (fully fitted) Both options were discussed at length. • DR proposed to go with option A; MP seconded – all present agreed. Legionella Checks DR checked with Contractor G and asked to requote, but they have not replied. • DR proposed to go with Contractor F which provided a more comprehensive package; MP seconded – all present agreed. Internal Plans for OSH A plan was circulated before the meeting. In MG's absence, MP read an update. The plans were sent out to three builders asking for a quote. They were told that we would be applying for a grant and that the deadline for applications was 2nd April. Only one quote was received back before the deadline. Unfortunately, that meant that MG was unable to proceed with the application as 3 quotes were required for the application process. MG has, however, discovered that there are other grants that we could apply for that would be appropriate for work to a village hall. With that in mind, and with some extra time to prepare to make an application, MG wanted us to consider whether we should include items like solar panels on the rear elevation of the roof, changing the light fittings to LED, and possibly upgrading the A/V system. That extra time also gave the PC time to consider the proposed plan from Jeremy and make any alterations we feel necessary, like increasing the opening into the store to allow the chair trolleys to fit through. The plan was received favourably. Suggested items for amendment included: wider doors for the storage area, LED lights, and solar panels/solar tiles on the rear part of the roof. Toilet Block – Toilet Doors JH received 2 quotes for repairing the toilet block door which had been damaged by vandals. The first quote to repair the wooden door was £450.00; the second quote for a steel door was £628.00. DR raised issue re steel door possibly being too heavy and creating a health and safety issue re closure. DR asked JH to get a quote for a solid-core door.
8.	**Old Orchard Play Area/Playing Field Adult Gym Equipment**
	Old Orchard Play Area One quote has been received from Playdale; CR to contact HAGS for a quote. Sovereign has declined to provide a quote. Adult Gym Equipment Carried forward to the next meeting.
9.	**Website Redesign**
	JH to speak to the web designer about minor alterations.

Signed:..... Dated:.....

10.	**Speed Watch Report**
	Carried forward to the next meeting.
11.	**Litter Pick**
	Dates for the coming year were circulated and agreed: 9th November 2024 and 22nd March 2025.
12.	**Speakers for the Annual Parish Meeting**
	Several suggestions were made; JH will see who is available.
13.	**Planning**
	Application: 24/00529/FULL Proposal: Extension of vehicular access Address: Vine Cottage, Rye Road, Sandhurst, Kent, TN18 5JG This application was discussed and there were no comments to be made. **Application: 24/00643/FULL** Proposal: Single-storey link between buildings, side extension, covered terrace to front of store and storage outbuilding to rear, including associated external works, new fence & gate to side. Address: The Stores, Back Road, Sandhurst, Kent, TN18 5JS This application was discussed and there were no comments to be made. **Application: 24/00644/LBC** Proposal: Listed Building Consent - Single-storey link between buildings, side extension, covered terrace to front of store and storage outbuilding to rear, including associated external and internal works, new fence & gate to side, signage, and lighting to front and side of building. Address: The Stores, Back Road, Sandhurst, Kent, TN18 5JS This application was discussed and there were no comments to be made. **Application: 24/00837/FULL** Proposal: Creation of outbuilding with basement (amendments to 23/01612/FULL) Address: Ethnam, Ethnam Lane, Sandhurst, Kent, TN18 5PS This application was discussed and there were no comments to be made. **Application: 24/00838/FULL** Proposal: Relocated barn conversion to dwelling Address: Boxhurst Farm, Boxhurst, Sandhurst, Kent, TN18 5PE This application was discussed and there were no comments to be made.
14.	**Any Other Business**
	Stile by Farm Shop – The stile has been moved and is now too high and does not allow for dogs to get through – to be reported to PROW, KCC – JH Overgrown hedges – KO to confirm the relevant address for JH who will write to the householder.
16.	**Correspondence to the clerk**

Signed:…… Dated:……

	Thank you letters have been received from: (i) Rev. David Commander of St. Nicholas Church re replacing the Tommy Silhouette; (ii) Hospice in the Weald re the donation made.
17.	**Public intervention**
	None
18.	**Date of Next Meeting**
	14 May 2024 – Annual Parish Council Meeting 11 June 2024 25 June 2024 – Annual Parish Meeting

Melanie Phillipson
Chairwoman, Sandhurst Parish Council

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

Signed:…… Dated:……