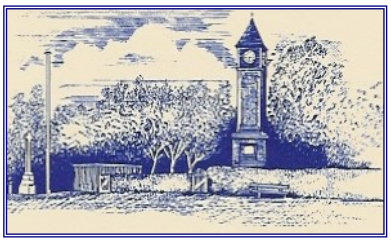

PARISH COUNCIL OF SANDHURST, KENT

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

Approved Minutes
Parish Council Meeting 11 June 2024

In Attendance:

Cllr Mark Griggs (Chairman) MG	Julie Horan (Clerk) (JH)
Cllr Christopher Robinson (Vice-Chairman) (CR)	Borough Cllr Ellen Neville (EN)
Cllr David Rogers (DR)	Borough Cllr Beverley Palmer (BP)
Cllr Katherine O'Neil (KO)	
Cllr Julie Griggs (JG)	Members of Public - 1
Cllr Denis O'Neil (DO)	

Item:	
1.	**Apologies for Absence**
	Cllr Kerry, Cllr Dawlings
2.	**Declarations of Interest**
	Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests. • DR Item 10
3.	**Approval of Minutes**
	To resolve that the Minutes of the meeting of the Council held on 14 May 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 • The spelling of two names needed to be corrected, approval will be carried to the next meeting.
4.	**Councillor Intervention**
	Cllr Ellen Neville: Councillor Nancy Warne was unanimously elected Mayor of the Borough for the municipal year from 29 May 2024 to the date of the Annual Meeting in 2025. Councillor Osborne was elected as Deputy Mayor. West Kent Rural Grants application period has been extended as there is still over £200K in the pot. UKSPF TWBC is offering grants of up to £3,500 for community projects across the borough.

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

	High Weald Nature and Community Fund The High Weald Nature and Community Fund, formerly known as Sussex Lund, is now accepting applications for grants ranging from £500 to £20,000. The deadline is 15 July 2024. Local Plan There were 190 submissions on the consultation which have been shared with the Inspector for his consideration. The next steps include Stage 3 Local Plan examination hearing sessions, which are scheduled throughout June and July. Turnden development in Cranbrook. As you will remember Michael Gove threw this out. It was appealed and has been returned to the Secretary of State for a decision however parliament is dissolved until after the election. Strategic Plan The new administration has snuck in their promise of planting 116,000 trees in the borough which has raised a few eyebrows in the rural wards. They will be robustly challenged on this. Cllr Beverley Palmer: There is an emerging situation with developers whereby they get planning permission with affordable housing as part of the plans, just recently there have been a lot of incidences where developers suddenly say they cannot afford it, or it is not affordable. In those instances, it is felt the applications should be reviewed again by the Planning Committee.
5.	**Finance and accounts**
	Year End 2022/23 • CR proposed; DO seconded to unanimously accept the contents of the covering letter prepared by Mazars, the External Auditor **Financial Documents Relating to 2023/24** All documents had been circulated to Councillors ahead of the meeting with a request to study them carefully and this was checked by the RFO: **Annual Internal Audit Report 2023/24** • Cllr J Griggs proposed; Cllr D O'Neil seconded and those present unanimously accepted the report prepared by Lionel Robbins, the Internal Auditor. Mr Robbins suggested recording the return of hall hire deposits as cancellations of the deposit receipt to avoid overstating the accounts, all councillors agreed with this suggestion and asked that this be actioned with immediate effect. **Annual Governance Statement 2023/24** The RFO reiterated the importance of the document which forms part of our Annual Return and is sent to the external auditors. • Cllr D O'Neil proposed; Cllr K O'Neil seconded and those present agreed unanimously to approve the Annual Governance Statement which was then signed by the Chairman and Clerk. **Accounting Statements 2023/24** • Cllr K O'Neil proposed; Cllr Robinson seconded and those present agreed unanimously to approve the Annual Accounting Statement which was then signed by the Chairman. <u>Accounts</u> To approve accounts retrospectively for payment from 01 May 2024 to 31 May 2024. To receive details of receipts 01 May 2024 to 31 April 2024.

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

	• DO proposed to agree payments and receipts for March; CR seconded - all present agreed. To note the bank reconciliation at 31 May 2024 • CR confirmed that the reconciliation had been checked and signed <u>To review forecast</u> The current forecast was circulated before the meeting, this was reviewed, and the forecast is where it is expected to be.
6.	**Pavilion/OSH/Car Park/Toilet**
	OSH external painting, OSH storage area, OSH floor repair, and pavilion repairs – the contractor requires a list of bookings for the next few weeks. Looking to start in the next 2/3 weeks. Car Park Barrier, DR chased last week, it is on order from the manufacturer in Paddock Wood. Legionella Contract, the contract is in place. The program switch needs to be removed from the Pavilion as the water needs to be kept on for the tests to be completed. The quote received from MDL to remove the program switch is £149.54 plus VAT • CR proposed to ask MDL to complete the work for the cost of 149.54 plus VAT; JG seconded – all present agreed.
7.	**Old Orchard Play Area**
	Three quotes were circulated prior to the meeting, although they were not quite on the same basis. Quote A (Playdale) : 59,949.94 Quote B (Kompan) : 53,033.11 Quote C (HAGS) : 40,123.38 After discussion, it was decided to discount quote C. The other two quotes were discussed extensively. Although more expensive, it was felt quote A gave better play value, and when a survey was conducted with the children who use the play area quote A provided more of what the children requested. We have also worked with Playdale previously and were very satisfied with the quality of the equipment and workmanship. • KO proposed to accept Quote A; JG seconded – of those present 2 agreed, 1 abstained (CR), and 1 objection regarding the cost (DR)
8.	**Speed Watch**
	4 sessions have been conducted since the last meeting, out of 858 passing vehicles there were 46 offenders, of which one session at Lomas Lane, recorded no offenders.
9.	**Neighbourhood Plan**
	The draft plan was circulated prior to the meeting. There were a few minor amendments CR pointed out which KO will speak to Alison Eardley about. • KO proposed to adopt the draft Neighbourhood Plan with the amendments; JG seconded – of those present 3 agreed, 1 abstained DR

Signed:…… Dated:……

10.	**Allotment**
	There is one plot consistently overgrown causing a problem for other plot holders. Requests have been sent to the plot holder asking that the plot be brought into line with the Tenancy Agreement a deadline has been given of 7th July 2024. • CR proposed to terminate the Tenancy Agreement if the plot is not in line with the Tenancy Agreement by the deadline of 7th July 2024; KO seconded – of those present 3 agreed, 1 abstained (DR)
11.	**Planning**
	Application: 24/01324/FULL Proposal: Replacement of existing rear addition, alterations to rear fenestration Address: Saddlers Cottage, Queen Street, Sandhurst, Kent, TN18 5HU **Application: 24/01325/LBC** Proposal: Listed Building Consent - Replacement of rear addition, alterations to rear fenestration, internal alterations to redesign the ground floor Address: Saddlers Cottage, Queen Street, Sandhurst, Kent, TN18 5HU These applications were discussed. The only comment was providing the recommendations made by Mark Stephenson, The Principal Conservation Officer, are adopted by the applicant the PC do not see any problem.
12.	**Any Other Business**
	None
13.	**Correspondence to the clerk**
	One resident wrote regarding potholes on private land, unfortunately, as the land is privately owned this would not fall within the remit of the Parish Council.
14.	**Public intervention**
	None
15.	**Date of Next Meeting**
	25 June 2024 – Annual Parish Meeting 09 July 2024 No meeting in August 10 September 2024 08 October 2024

Mark Griggs
Chair, Sandhurst Parish Council

CC: **For Information**
County Cllr Seán Holden
Borough Cllr Ellen Neville
Borough Cllr Beverley Palmer
Borough Cllr Tom Dawlings

Signed:…… Dated:……