



# PARISH COUNCIL OF SANDHURST, KENT

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

## To : Members of Sandhurst Parish Council

I summon you to a meeting of Sandhurst Parish Council at the Old School Hall on **Tuesday, 10 September 2019 at 19.30 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 [usually at 20.00 hrs] 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.

**Catherine Catt : Parish Clerk**  
**3 September 2019**

## AGENDA

Item No	
09/19/01	<b>Election of Chairman</b>
	Election of Chairman following the resignation of Cllr Hannocks.
09/19/02	<b>Co-Option of Parish Councillor</b>
	Proposal to co-opt Mr Mark Griggs as a Sandhurst Parish Councillor.
09/19/03	<b>Apologies for Absence</b>
	As reported at the meeting.
09/19/04	<b>Declarations of Interest</b>
	To receive Declarations of Interest on Agenda items and Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.
09/19/05	<b>Approval of Minutes</b>
	To resolve that the Minutes of the meeting of the Council held on 9 July 2019 and distributed to Members with this Agenda are a correct record Members are reminded that the only issues relating to the minutes that can be discussed is to their accuracy.

09/19/06	<b>Accounts and Finance &amp; Risk Management</b>
	<u>Accounts</u> <ul style="list-style-type: none"> <li>▪ Approve accounts for payment</li> <li>▪ Receive details of receipts in July and August 2019</li> <li>▪ Receive the reconciliation of the Council's accounts to the end of August 2019</li> <li>▪ Review spend to date and identify potential overspends and underspends</li> </ul> <u>Finance &amp; Risk Management</u> <ul style="list-style-type: none"> <li>▪ Undertake to review of Financial Regulations July 2019</li> <li>▪ Undertake to carry out a best value review of suppliers</li> <li>▪ Approve Cllr Merritt as signatory to bank accounts</li> <li>▪ Review and update Financial Risk Assessment</li> <li>▪ Review and update Asset Register</li> <li>▪ Review and update Insurance Schedule</li> </ul>
09/19/07	<b>Website</b>
	<ul style="list-style-type: none"> <li>▪ Approve the implementation of the new website</li> <li>▪ Approve the use of sandhurstparish.co.uk email addresses for councillors and officers</li> <li>▪ Review and approve spending on the website update</li> </ul>
09/19/08	<b>Allotments</b>
	<ul style="list-style-type: none"> <li>▪ Confirm the issue of tenancy and rent agreements</li> <li>▪ Review action to be taken to ensure compliance with tenancy agreements</li> <li>▪ Review action to be taken when there is non-compliance with tenancy agreements</li> </ul>
09/19/09	<b>Village Clock Tower</b>
	<ul style="list-style-type: none"> <li>▪ Confirm Mr Terry Hannocks has responsibility for overseeing the maintenance and repair of the clocks in the village clock tower without any responsibility to spend or commit expenditure</li> </ul>
09/19/10	<b>Correspondence to the Clerk</b>
	<ul style="list-style-type: none"> <li>▪ Mrs Effenberg's email re Traffic Issues in the Village of Sandhurst</li> <li>▪ Mr Lilly's email re Traffic Issues on Back Road Sandhurst</li> </ul>
09/19/11	<b>Confirm date of Planning Committee Meeting</b>
	A further meeting was requested by Sandhurst residents to discuss and comment on Planning Application 19/02095/FULL
	<b>Dates of Next Meetings</b>
	8 October 2019 : 19.30 hours 12 November 2019 : 19.30 hours 10 December 2019 : 19.30 hours

**CATHERINE CATT**  
Clerk to Sandhurst Parish Council

**CC: For Information**  
County Cllr Seán Holden  
Borough Cllr Godfrey Bland