



# 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 March 2020 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**  
**4 March 2020**

## AGENDA

| Item No  |  |
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| 03/20/01 | <b>Apologies for Absence</b>   |
|          | As reported at the meeting.  |
| 03/20/02 | <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.   |
| 03/20/03 | <b>Resignation : Cllr Elizabeth Merritt</b>  |
|          | Cllr Merritt gave her letter of resignation to the RFO, Alan Crocker, at the end of the last Parish Council meeting on 11.2.2020.<br><br>Councillors are asked to consider co-opting a new councillor ahead of the parish council elections on 8 May 2020. |
| 03/20/04 | <b>Approval of Minutes</b>   |
|          | To resolve that the following Minutes of meetings of the Council are a true record of the meetings : <ul style="list-style-type: none"><li>▪ Planning Committee 22 October 2019</li></ul>  |

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|          | <ul style="list-style-type: none"> <li>▪ Council Meeting 10 December 2019</li> <li>▪ Council Meeting 14 January 2020</li> <li>▪ Council Meeting 11 February 2020</li> </ul> <p>Members are reminded that the only issues relating to the minutes that can be discussed is their accuracy.</p>  |
| 03/20/04 | <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 February 2020</li> <li>▪ Receive the reconciliation of the Council's accounts to the end of February 2020 and discuss forecast to year end including discussion about expenditure on CCTV; Old School Hall; Children's Play Equipment; other</li> <li>▪ Approve emergency spend of £360 for planings for Sports Field carpark</li> <li>▪ Approve new signatories for bank accounts</li> </ul>  |
| 03/20/05 | <b>Confirmation of the Amenities Committee and its associated working parties</b>  |
|          | <p>Following agreement to create an Amenities Committee, the Council confirms the following working groups and the names of the lead Councillor and deputy Councillor for each group were proposed as follows :</p> <ul style="list-style-type: none"> <li>▪ Sports &amp; Playgrounds – Cllr Robinson; Cllr Kerry</li> <li>▪ Old School Hall &amp; Carpark – Cllr Oliphant-Robertson; AN Other</li> <li>▪ Village Greens, Clock Tower &amp; War Memorial – AN Other; Terry Hannocks</li> <li>▪ Allotments, Defibrillators &amp; Street Lighting – Cllr Hiscock; Cllr Cope</li> <li>▪ Planning Issues &amp; Applications – Cllr Griggs; Cllr O'Brien</li> </ul> |
| 03/20/06 | <b>Planning Applications</b>   |
|          | <p>To comment on the following application received from TWBC:</p> <ul style="list-style-type: none"> <li>▪ 20/00545/FULL<br/>Change of use of part of Exempted Caravan Site to allow for stationing of 3 static caravans for holiday lets, together with associated works including formation of caravan bases and extension to existing access track.<br/>Oaklands Farm, Bodiam Road, Sandhurst, Kent, TN18 5LE</li> </ul>   |
| 02320/07 | <b>Correspondence to the Clerk &amp; Points of Information</b>   |
|          | <ul style="list-style-type: none"> <li>▪ <u>£1k Donation from Cllr Holden to purchase trees</u><br/>To agree the governance and management to spend the £1k donation</li> <li>▪ <u>Elections : 7 May 2020</u><br/>To draw Councillors attention to the timetable, requirements and documents needed for the elections</li> <li>▪ <u>Letter from Sandhurst Mental Wellbeing Group</u><br/>Carried forward from 10.12.2019<br/>To resolve support for this group</li> </ul>  |

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|  | <u>Diary Dates &amp; Actions to be Taken</u> <ul style="list-style-type: none"> <li>▪ 21 March : Spring Clean</li> <li>▪ 7 May : Elections</li> <li>▪ 8 May : VE Day</li> <li>▪ 19 May : Annual Parish Council Meeting – Election of Chairman</li> <li>▪ 23 June : Annual Parish Meeting</li> </ul> |
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|  | <b>Dates of Next Meetings</b>   |
|  | 14 April 2020 at 19.30 hours  |

**CATHERINE CATT**  
Clerk to Sandhurst Parish Council

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