



PARISH COUNCIL OF SANDHURST, KENT

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

Draft Minutes Parish Council Meeting 22 June 2021

In Attendance:

Cllr M Griggs (MG)	Mrs C Catt (CC) : Clerk & Proper Officer
Cllr L Erwood (LE)	Mr A Crocker (AC) : RFO
Cllr D Rogers (DR)	
	4 Members of Public
Mrs J Horan	
Mrs M Phillipson	
Mr P Phillipson	

Item No		Actions
1.	Welcome & Apologies	
	<ul style="list-style-type: none"> ▪ Apologies were received from Cllrs Hiscock, Kerry and Robinson; Cllr Bland and Cllr Holden and PCSO Fuller ▪ In the absence of the Chairman the Vice-Chairman, Cllr Griggs, chaired the meeting. 	
2.	Declarations of Interest & Ratification of Decision to Co-Opt New Parish Councillors	
	<p>To receive Declarations of Interest on agenda items. Members are reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests</p> <ul style="list-style-type: none"> ▪ Cllr Griggs expressed an interest in Planning Applications 21/01722/FULL & 21/01723 due the proximity of his property. Cllr Rogers agreed to Chair this part of the meeting. <p>To ratify the decision to co-opt Mrs Melanie Phillipson; Mr Paul Phillipson and Mrs Julie Horan as Sandhurst Parish Councillors following interviews held on 15 June 2021 by the Chairman, Vice-Chairman and Clerk – delegated authority was agreed at the Parish Council Meeting on 18 May 2021</p>	

	<ul style="list-style-type: none"> ▪ Cllr Rogers proposed; Cllr Erwood seconded and it was agreed unanimously to ratify the decision to co-opt the three new Councillors. 	
3.	<p>Approval of Minutes</p> <p>To resolve that the Minutes of the meeting of the Council held on 18 May 2021 are a true record of the meeting.</p> <ul style="list-style-type: none"> ▪ Cllr Rogers proposed; Cllr Erwood seconded and it was agreed by those present that the minutes were a true record of the meeting. 	
4.	<p>Finance</p> <p><u>External Auditor Report 2019/20</u></p> <ul style="list-style-type: none"> ▪ This item was not required as the Clerk reminded those present the External Audit Report had been approved at the Parish Council Meeting held on 9 February 2021 <p><u>Financial Documents Relating to 2020/21</u></p> <p>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:</p> <ul style="list-style-type: none"> ▪ Annual Internal Audit Report 20/21 Cllr Erwood proposed; Cllr Rogers seconded and those present unanimously accepted the report prepared by Lionel Robbins, the Internal Auditor. ▪ Internal Auditor's Report 20/21 Cllr Paul Phillipson proposed; Cllr Melanie Phillipson seconded and those present unanimously approved the report prepared by Lionel Robbins, the Internal Auditor. ▪ To approve the Annual Governance Statement 20/21 The RFO reiterated the importance of the document which forms part of our Annual Return and is sent to the external auditors. Cllr Melanie Phillipson proposed; Cllr Rogers seconded and those present agreed unanimously to approve the Annual Governance Statement which was then signed by the Chairman and Clerk. ▪ To approve the Accounting Statements 20/21 Cllr Horan proposed; Cllr Paul Phillipson and those present agreed unanimously to approve the Annual Accounting Statement which was then signed by the Chairman. <p><u>Accounts</u></p> <ul style="list-style-type: none"> ▪ To approve accounts retrospectively for payment from 1 May to 31 May 2021 Cllr Rogers proposed; Cllr Erwood seconded and those present agreed unanimously to approve the payments. 	

	<ul style="list-style-type: none"> ▪ To receive details retrospectively of receipts from 1 May to 31 May 2021 Cllr Rogers proposed; Cllr Melanie Phillipson seconded and those present agreed unanimously to approve the receipts. ▪ To note the bank reconciliation as 31 May 2021 The RFO reported Cllr Robinson had checked the bank reconciliation on 3 June 2021 during the meeting with the Internal Auditor. Cllr Rogers proposed; Cllr Melanie Phillipson seconded and those present unanimously agreed to note the appropriate checks had been made. 	
5.	Planning Applications	
	<p>To comment on the following planning applications :</p> <ul style="list-style-type: none"> ▪ 21/01215/FULL Erection of single storey rear extension 5 Betherinden Cottage, Bodiam Road, Sandhurst TN18 5LW <p>The Parish Council noted there had been no objections from neighbours and no comments were made.</p> <ul style="list-style-type: none"> ▪ 21/01722/FULL & 21/01723 Listed Building Consent Single storey rear extension Brick House Farm House, Bodiam Road, Sandhurst TN18 5LE <p>Cllr Rogers commented this is a sizeable extension linking the old garage to the main building which brings it close to the neighbours boundary but no other comments were made.</p> <ul style="list-style-type: none"> ▪ 21/00461/FULL New access and gateway Sponden Farm House, Sponden Lane, Sandhurst TN18 5NR <p>It was noted the access has been moved about 50 yds which will allow for better visibility both ways but no comments were made</p> <p><u>Sharps Hill</u> Cllr Rogers reminded the meeting that the Sharps Hill development has gone to appeal and the Parish Council needs to comment as soon as possible. It was agreed the statement provided to TWBC Planning Committee should be sent to the Inspector.</p> <p><u>Ringle Green</u> Cllr Rogers asked the Clerk to check why a duplicate application had been made to TWBC.</p> <p><u>Stone Pit Lane</u> Cllr Rogers asked the Clerk to find out what is happening about the glamping site application.</p>	<p>CC</p> <p>CC</p> <p>CC</p>

	It was agreed a meeting should be arranged with Cllrs Bland and Holden to discuss 106 payments to ensure they come to Sandhurst and not neighbouring communities.	CC
6.	Correspondence to the Clerk	
	To note any correspondence received by the Clerk: <u>Allotments</u> The tenant of Plot 2c has indicated he can no longer manage the allotment and at the same time a local resident contacted the Clerk to express an interest in an allotment. The Councillors present agreed this would be an ideal solution. <u>Speeding</u> An email has been received from the Primary School expressing grave concerns about the increase in speeding cars and two near misses. The Parish Council agreed this is a major issue for the village and should be discussed at the Annual Parish Meeting.	CC
7.	Public Intervention	
	The Chairman asked if any of the 4 members of the public would like to speak but only Mr Knot wished to speak. Prior to the meeting Mr Knot had asked if he could speak about the possibility of having a Multi Use Games Area (MUGA) on the Sports Fields. Mr Knot is a member of the Baptist Church which use the Sports Fields and Pavilion regularly for football and netball. He explained he has been contacted by a number of people who would like to see the range of activities available for young and older people in the village extended and he believes a MUGA would be the ideal solution. The MUGA would provide a multi-purpose facility for all ages and all types of games. The approximate cost would be £50k and grants are available from Sports England and other organisations. Cllr Griggs said a MUGA had been discussed at the last Parish Council meeting following an email from Mr Knot and Councillors were generally in favour of the suggestion. Potential issues would be finances and resources and he suggested forming a Working Party to look at the potential for raising money and the resources which would be needed. It was agreed that local 'buy-in' would be needed before the project could go ahead and should be discussed at the Annual Parish Meeting. It was agreed that further consideration was required and the Parish Council will report back to Mr Knot.	CC
8.	Date of Next Meeting	
	To agree a date and agenda for the Annual Parish Meeting : 27 July 2021 ?	

	<p>It was proposed that the Annual Parish Meeting should be held on Tuesday evening, 27 July 2021 providing CoVid restrictions have been lifted and everyone present agreed.</p> <p>Potential agenda items were discussed:</p> <ul style="list-style-type: none"> ▪ Speed Issues ▪ MUGA ▪ Neighbourhood Plan ▪ Headteacher ▪ PCSO ▪ Cllr Bland ▪ Cllr Holden ▪ Business Plan <p>The Clerk will discuss with the Chairman and Vice-Chairman and prepare a draft agenda to circulate to Councillors.</p>	CC
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CATHERINE CATT

Clerk to Sandhurst Parish Council

CC: For Information

County Cllr Seán Holden
 Borough Cllr Godfrey Bland
 PCSO Fuller