



# PARISH COUNCIL OF SANDHURST, KENT

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

## Approved Minutes Parish Council Meeting Tuesday, 14<sup>th</sup> December 2021

### In Attendance:

|   |                                    |
|---|------------------------------------|
| Cllr Christopher Robinson (Chairman) (CR) | Cllr P. Phillipson (PP)            |
| Cllr Mark Griggs (Vice-Chairman) (MG)     | Mr Alan Crocker (RFO) (AC)         |
| Cllr David Rogers (DR)                    | Julie Horan (Temporary Admin) (JH) |
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| Item No |  |
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| 1.      | <b>Apologies for Absence</b>   |
|         | Apologies were received from:<br>Cllr Lisa Erwood (LE), Cllr M. Hiscock (MH), Cllr Adam Kerry (AK), Cllr M. Phillipson (MP), County Cllr Sean Holden (SH), Catherine Catt (CC), TWBC Cllr Godfrey Bland (GB)   |
| 2.      | <b>Declarations of Interest</b>  |
|         | To receive declarations of interest concerning items on the agenda. Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.<br>Cllr D Rogers declared an interest as an allotment holder.  |
| 3.      | <b>Approval of Minutes</b>   |
|         | To resolve that the Minutes of the meeting of the Council held on 9 <sup>th</sup> November 2021 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy<br><br>DR proposed; MG seconded and those present agreed the minutes were a true record of the Parish Council meeting held on 9 <sup>th</sup> November 2021.<br><br>Approval of the minutes from the Precept Meeting to be carried forward until 11 <sup>th</sup> January 2022 meeting. |
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| 4. | <b>Matters Arising</b>   |
|    | <p>Trees – CR would like to look at proposed sites and go over recommendations with DR; walkabout planned for next week.</p> <p>Queens Jubilee Saplings - Due to arrive on 15<sup>th</sup> December and will be distributed.</p> <p>Terms of Reference for the Sub Committees – outstanding - CR to action.</p> <p>Footpaths – An outstanding action. To be actioned by Infrastructure Committee.</p> <p>Councillor Vacancy – Flyers posted in various locations. Possibly a couple of interested parties - to be contacted.</p> <p>Litter Pick – Took place as planned on 10<sup>th</sup> and 11<sup>th</sup> December. While litter pick in progress a resident from Sponden Lane came and strimmed the undergrowth round the concrete fence posts on Megrims Hill and cut back the overhanging branches on the north side of the road. One of the fence posts is broken and will need repairing.</p>                                    |
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| 5. | <b>Councillor Intervention</b>   |
|    | No Councillors present.  |
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| 6. | <b>Finance &amp; Accounts</b>  |
|    | <p>Accounts:</p> <p>To approve accounts retrospectively for payment from 1<sup>st</sup> November to 30<sup>th</sup> November 2021.</p> <p>To receive details retrospectively of receipts from 1<sup>st</sup> November 2021 to 30<sup>th</sup> November 2021.</p> <p>To note the bank reconciliation at 30<sup>th</sup> November 2021 – CR to validate from online bank statement. Action CR.</p> <p>Two allotment invoices remain outstanding.</p> <p>Budget (Precept) – A revised budget spreadsheet was circulated with a few small changes compared with that circulated at the Precept meeting on 7<sup>th</sup> December 2021. CR ran though the changes made, which were discussed in depth.</p> <p>The revised Budget for 2022/23 including a Precept of £80,000 was accepted and will be submitted to TWBC. Action AC</p> <p>Proposed DR. Seconded MG. All agreed.</p>   |
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| 7. | <b>Sub-Committees – Old School Hall</b>  |
|    | <p>The kitchen was deep cleaned and reorganised by a small group of volunteers on 25<sup>th</sup> November 2021. An inventory has now been made of all items in the OSH Kitchen; it was noticed that there is a shortage of teaspoons and mugs. Jubilee Hire will be contacted in the first instance regarding the cost and supply of mugs for OSH. Action MB</p> <p>Floor – Decision was made to stop dirt getting into the hall. Two specialist mats are to be ordered for the porch, but other work needs to be done in the porch before mats are put down. Two mats will be bought and the door key safe number will be given to the company who will be coming in at regular intervals to change mats over. It is hoped that work in the porch will be done and new mats laid in Jan/Feb 2022. Action DR</p> <p>Locks – Users are all coping with the new key safe. The old key safe has been repositioned in its original place.</p> |
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| 8.  | <b>Planning Applications</b>   |
|     | <ul style="list-style-type: none"> <li>• 21/03882/FULL – No comment</li> <li>• 21/03883/LBC – No comment</li> <li>• 21/03803/FULL – No comment</li> <li>• 21/03854/FULL – All agreed that there was no objection to the application providing the replacement windows were in the same style and materials as the existing windows.</li> <li>• 21/03855/LBC – No comment</li> <li>• 21/03903/FULL – No comment</li> <li>• 21/03936/FULL – No comment</li> <li>• 21/04001/FULL – No comment</li> </ul> <p>It was agreed all the above applications were supported. Proposed CR. Seconded DR.</p> <p>DR commented on application no: 20/03754/FULL that there was still no decision, which was unfair both for the applicant and other affected residents. JH to contact TWBC Planning to request an update. Action JH</p>   |
| 9.  | <b>Correspondence to and from the Clerk</b>  |
|     | <p>Correspondence has been received from an allotment holder wanting to give up her plot. The plot will be advertised on the website and in the Parish Magazine. It was discussed whether the plot could be let to someone outside the village as there had been an enquiry from someone in Staplecross. It had been agreed at a past meeting that in the first instance a vacant plot should be let to someone in the village. However, if no residents applied, then a plot could be let to someone from a neighbouring parish up to a maximum of 25% of the plots. The letting policy should confirm this. It was decided to uphold this decision and, as Staplecross is not a neighbouring parish, the prospective applicant should be informed. Proposed DR. Seconded CR.</p> <p>Tidy Village Campaign – AK has been contacted by a group of people who have volunteered to clean the signs and gates leading into the village, also requesting to plant some plants on the verges. All agreed it was good to have residents involved. Whilst it is good to have residents taking an active interest any plants that were being planted would have to be agreed with the Council prior to planting. It was agreed to tell AK to go ahead.</p> |
| 10. | <b>Public Intervention</b>   |
|     | No members of public at meeting.   |
| 11. | <b>Date of Next Meeting</b>  |
|     | Tuesday 11 <sup>th</sup> January 2022  |

**CATHERINE CATT**  
Clerk to Sandhurst Parish Council

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

Meeting ended: 20.20