



# PARISH COUNCIL OF SANDHURST, KENT

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

## Approved Minutes Parish Council Meeting Tuesday, 11<sup>th</sup> January 2022

### In Attendance:

Cllr C Robinson (Chairman) (CR)	Cllr L Erwood (LE)
Cllr M Phillipson (MP)	Mr A Crocker (Responsible Finance Officer) AC
Cllr P Phillipson (PP)	Mrs J Horan (Temporary Admin) JH
Cllr D Rogers (DR)	TWBC Cllr G Bland

Item No	
1.	<b>Apologies for Absence</b> Apologies were received from Cllr M Hiscock (MH), Cllr A Kerry (AK), Cllr M Griggs (Vice-Chairman) (MG), Mrs C Catt (Clerk & Proper Officer) CC.
2.	<b>Declarations of Interest</b> There were no declarations of interest concerning items on the agenda and Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests.
3.	<b>Approval of Minutes</b> To resolve that the Minutes of the meeting of the Council held on 7 <sup>th</sup> December 2021 (Precept Meeting) are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy. <b>Proposed: DR Seconded: MP – Approved</b>  To resolve that the Minutes of the meeting of the Council held on 14 <sup>th</sup> December 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. <b>Proposed: PP Seconded: DR - Approved</b>

4.	<b>Matters Arising</b>
	<p><b>Trees:</b> DR and CR did a walkabout of the village to find possible locations for the new trees. DR has now made up a plan for where the trees will be positioned.</p> <p><b>Approval of drawing, Proposed: DR Seconded: LE - Unanimously Approved.</b></p> <p>CR spoke to AK regarding the planting of the trees. Bob Barnes, who did the trimming at Megrims Hill also does planting and charges £175 per day. CR asked the council to approve contacting him to do the planting and to approve the additional spend on planting.</p> <p><b>Proposed: MP Seconded: PP – Approved.</b></p> <p><b>Queens Green Canopy:</b> Saplings were delivered before Christmas. Bob Holden collected 40 saplings for St. Nicholas Church today. Still waiting for Sandhurst Primary School to collect their saplings.</p> <p>There will be a few excess saplings – CR asked for suggestions where they could be planted. LE suggested a location on Queen Street which CR is going to assess.</p> <p>AK has asked Steve Barrett to quote for bollards missing on the Upper and Lower Greens. The quote was requested for bollards in soft wood except for around the war memorial which were required to be oak. DR has counted the number of bollards needed and will email the number across to Steve Barrett.</p> <p>CR has asked George Harding to look at the bench around the tree on the Lower Green and provide a quote to repair / replace, as it is falling apart. There is also a broken concrete post in the fence on Megrims Hill which will need a wooden stake to support it; George Harding has been asked to include this in his quote.</p> <p><b>Councillor Vacancy:</b> Unfortunately, no progress. The two potential candidates are not able to commit at the moment. Will need to readvertise.</p> <p><b>Bank Reconciliation 30<sup>th</sup> November 2021:</b> CR has agreed the figures.</p> <p><b>Precept:</b> AC has submitted precept demand to TWBC.</p> <p><b>Mugs:</b> MB to report back next meeting.</p> <p><b>Porch Mats:</b> DR is putting the tender documents together for the porch works; once work complete porch mats can be ordered and laid. DR is having trouble finding someone local to maintain the mats. LE said that Johnsons and the service station have got someone to do their mats. PP is going to make enquiries to Johnsons and the service station regarding this.</p>
5.	<b>Councillor Intervention – Cllr G. Bland</b>
	<p><b>Golf Course:</b> We are still waiting for the results of the Planning Appeal.</p> <p><b>Boundary Commission:</b> The Boundary Commission have decided to reduce the number of Councillors in TWBC from 48 to 39, which will take effect from 2024. Ward boundaries are still to be decided.</p> <p><b>Sharps Hill:</b> Councillor Bland believes this has been turned down at appeal but will confirm this information and come back to the Parish Council.</p> <p><i>Note was received after the meeting from Councillor Bland to confirm that the Sharps Hill appeal has been turned down.</i></p>

6.	<p><b>Finance and Accounts</b></p>
	<ul style="list-style-type: none"> <li>• To approve accounts retrospectively for payments from 1st December to 31st December 2021.</li> <li>• To receive details of receipts in from 1st December to 31st December 2021. Two invoices remain outstanding.</li> <li>• To note the bank reconciliation at 31st December 2021</li> </ul> <p>The meeting approved the payment of the accounts and receipts. Cllr Robinson confirmed that he had checked the bank reconciliation.</p> <p><b>Proposed: DR Seconded: MP – Approved.</b></p> <p>It was queried if deposits for OSH bookings should be taken. The Council all agreed that having the deposit did have a positive effect and that they should continue to be taken.</p> <p>Actual Income Items: Jane Coleman School of Dance have decided not to renew their contract to use the OSH. The income from this booking was included in the budget for next year. This has caused a soft spot in the budget which will need to be addressed.</p>
7.	<p><b>Sub Committees</b></p>
	<p><b>OSH Porch:</b> DR said that if lights are required outside the OSH then the costing will need to be altered. DR has also looked in the electric cupboard in the porch and has said that the panels which cover the cupboard are asbestos. The previous Asbestos Register was done in 2013 and the panels in the cupboard were not picked up. DR recommends a survey and to get the Asbestos Register updated. DR will obtain quotes to renew the register, which will include the OSH, Clock Tower, Pavilion and Toilet Block. DR thinks the cost to renew the register will be somewhere in the region of £525 to £600. To remove the panels in the electric cupboard will be somewhere in the region of £800 to £900.</p> <p>To get Asbestos Register Updated. <b>Proposed: DR Seconded: LE - Approved</b></p> <p>To get Asbestos removed from Electric Cupboard. <b>Proposed: DR Seconded: MP - Approved</b></p>
8.	<p><b>Planning Applications</b></p>
	<p>To comment on the following Planning Applications:</p> <p><b>21/03676/FULL - Ringle Green</b>  Everything that needs to be done by PC regarding this application has been done.  DR suggested contacting the developers. In the interest of developing a good relationship will invite them to present to a planning meeting detailing their plans, so that they can be discussed further. DR to email to invite them to attend a planning meeting.  <b>Proposed: DR Seconded: LE – All Agreed</b></p> <p><b>20/03754/FULL – Stone Pitts, Stone Pit Lane</b>  There have been amendments made to the application. The number of huts has been reduced from 8 to 5. The roadway has been upgraded and the accessway has also been upgraded. The changes made do not address the concerns the PC originally raised.  CR to draft a response to be submitted to TWBC Planning Dept.</p>

9.	<b>Correspondence to and from the Clerk</b>
	Defibrillator Contract – One needs to be put in place. Mobile Phone for the Clerk is needed to provide an emergency contact number. <b>Proposed: DR Seconded: LE – All Agreed</b>
10.	<b>Public Intervention</b>
	No members of the public attended the meeting.
11.	<b>Dates of Next Meetings</b>
	8 <sup>th</sup> February 2022 8 <sup>th</sup> March 2022

**CATHERINE CATT**  
Clerk to Sandhurst Parish Council

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

Signed:.....

Dated:.....