



# PARISH COUNCIL OF SANDHURST, KENT

Please reply to Julie Horan, Parish Clerk, Old School, Back Road, Sandhurst, Kent TN18 5JS 01580-850273

## To : Members of Sandhurst Parish Council

I summon you to a meeting of Sandhurst Parish Council which will take place on **Tuesday, 12 March 2024 at 19.00 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 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.

**Julie Horan : Parish Clerk**

**05 March 2024**

## AGENDA

Item	
<b>1.</b>	<b>Apologies for Absence</b>
	As reported at the meeting.
<b>2.</b>	<b>Declarations of Interest</b>
	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.
<b>3.</b>	<b>Approval of Minutes</b>
	To resolve that the Minutes of the meeting of the Council held on 13 February 2024 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy. To resolve that the Minutes of the Council Planning meeting held on 27 February 2024 are a true record of the meeting. The only issue relating to the minutes that can be discussed is their accuracy.
<b>4.</b>	<b>Councillor Intervention</b>
	KCC Councillor Holden TBC TWBC Councillor Bland TBC TWBC Councillor Neville TBC

<b>5.</b>	<b>Finance &amp; Accounts</b>
	<p>Accounts</p> <p>To approve accounts retrospectively for payment from 01 February 2024 to 29 February 2024.</p> <p>To receive details of receipts in from 01 February 2024 to 29 February 2024.</p> <p>To note the bank reconciliation at 31 January 2024 &amp; 29 February 2024.</p> <p>To review forecast</p> <p>Charitable Donations</p> <p>Update on outstanding allotment rent</p>
<b>6.</b>	<b>Annual Review of Documentation</b>
	<p>To review/approve documentation:</p> <p>Standing Orders</p> <p>Financial Regulations/Risk Assessment</p> <p>Asset Register</p> <p>Statement of Internal Control</p>
<b>7.</b>	<b>Climate Emergency Declaration</b>
	Circulated prior to the meeting - KO
<b>8.</b>	<b>Pavilion/OSH/Car Park</b>
	<p>Updated quote for car park barrier - DR</p> <p>Update on enquiries made regarding Legionella checks for OSH/Pavilion - DR</p> <p>Update on quotes received to remedy damp in front wall of OSH - DR</p> <p>Update on external redecoration of OSH - DR</p> <p>Update on internal plans for OSH - MG</p>
<b>9.</b>	<b>Old Orchard Play Area/Playing Field Adult Gym Equipment</b>
	<p>Update from CR</p> <p>Discuss installation of new signs in Playing Field &amp; Play Area</p>
<b>10.</b>	<b>Website Redesign</b>
	Update - JH
<b>11.</b>	<b>Affordable Housing Commuted Sums</b>
	To discuss, obtain confirmation of what process has been adopted by TWBC
<b>12.</b>	<b>Speed Watch Report</b>
	Update - CR
<b>13.</b>	<b>Neighbourhood Plan</b>
	Update - KO
<b>14.</b>	<b>Allotments</b>
	Update from Allotment Committee - KO
<b>15.</b>	<b>Planning</b>
	<p>Update on non-compliance of appeal decision (confidential) - JH</p> <p><b>Application: 24/00510/FULL</b></p> <p>Proposal: Provision of solar PV system with solar PV panels fixed to south facing pitched roof</p> <p>Address: Sandhurst Social Club, Back Road, Sandhurst, Kent, TN18 5JX</p> <p>Comments by: 21 March 2024</p>

<b>15.</b>	<b>Correspondence to the Clerk</b>
<b>16.</b>	<b>Public Intervention</b>
	The Chairwoman will allow 15 minutes for a public intervention at the appropriate point in the meeting if necessary.
	<b>Date of Next Meetings</b>
	<ul style="list-style-type: none"> <li>• 09 April 2024</li> <li>• 14 May 2024 - Annual Parish Council Meeting</li> <li>• 11 June 2024</li> <li>• 25 June 2024 - Annual Parish Meeting</li> </ul>

**Julie Horan**  
Clerk to Sandhurst Parish Council

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