



# 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, 11 March 2025 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 2025**

## AGENDA

<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 11 February 2025 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>Co-Option of a New Parish Councillor</b>
	Decision to co-opt a new parish councillor
<b>5.</b>	<b>Councillor Intervention</b>
<b>6.</b>	<b>Finance &amp; Accounts</b>
	<b>Accounts:</b> To approve accounts retrospectively for payment from 01 February 2025 to 28 February 2025 To receive details of receipts from 01 February 2025 to 28 February 2025 To note the bank reconciliation at 28 February 2025 <b>Forecast:</b> To review the forecast <b>Charitable Donations.</b>

<b>7.</b>	<b>Annual Review of Documentation</b>
	To review/approve documentation: Standing Orders - MG Financial Regulations - CR Financial Risk Assessment - DO Asset Register - JH Statement of Internal Control - JH
<b>8.</b>	<b>OSH</b>
	<b>Removal of Check Meter:</b> Quote for removal - JH
<b>9.</b>	<b>Playing Field/Pavilion/Car Park/Toilet Block</b>
	<b>Grass Protection matting:</b> Old Orchard play area – CR. <b>Dog Waste Bins:</b> Review and approve quote received from GH <b>Fencing:</b> To review quotes – DR <b>Carpark entrance to the playing field:</b> Discuss laying paving slabs to the area. <b>Boiler Replacement:</b> Update on boiler replacement consultant (Pavilion) – DR. <b>Toilet Block:</b> Proposal regarding the ongoing expenses caused by vandalism.
<b>10.</b>	<b>Tree Stakes/Bollards</b>
	<b>Tree Stakes:</b> To approve the purchase of replacement tree stakes for trees on Upper Green (4), Lower Green (2), Playing Field (2) and Playground (1). This includes stakes for replacement trees to be purchased next autumn: Upper Green 1, Lower Green 2 and Playing Field 1. <b>Bollards:</b> To discuss the replacement/provision of bollards on Back Road and Bodiam Road, about 10 in total.
<b>11.</b>	<b>Speed Watch Report</b>
	<b>Report:</b> – CR. <b>New Equipment:</b> Discuss replacement – CR.
<b>12.</b>	<b>Climate Action Group (CAG) - Rewilding</b>
	Approval is requested for planting wildflowers on one/two of the vacant allotment plots (6E & 5E), rather than covering them. General agreement from the PC for the CAG to look at adding bird boxes and rewilding Trafalgar Wood.
<b>13.</b>	<b>Allotments</b>
	<b>Covering Plots:</b> Discuss and approve the purchase of covers for the unused plots.
<b>14.</b>	<b>Bench Lower Green</b>
	To review options for replacing the bench around the tree on the Lower Green
<b>15.</b>	<b>Planning</b>
	There will be an opportunity for members of the public to speak for a maximum of 3 minutes before the planning applications are discussed. Please remember a parish council is a statutory consultee in the planning process but has no statutory powers - only the right to comment.
<b>16.</b>	<b>Correspondence to Clerk</b>
<b>17.</b>	<b>Public Intervention</b>
	The Chair will allow 15 minutes for a public intervention at the appropriate point in the meeting if necessary.

	<b>Date of Next Meeting</b>
	<ul style="list-style-type: none"><li>• 08 April 2025</li><li>• 13 May 2025 – Annual Parish Council Meeting</li></ul>

**Julie Horan**  
Clerk to Sandhurst Parish Council

**CC:** County Cllr Seán Holden  
Borough Cllr Ellen Neville  
Borough Cllr Tom Dawlings  
Borough Cllr Beverley Palmer