



# PARISH COUNCIL OF SANDHURST, KENT

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

## Approved Minutes Parish Council Meeting 08 November 2022

### In Attendance:

Cllr C Robinson (Chairman) (CR)	Cllr L Erwood (LE)
Cllr Griggs (Vice Chairman) (MG)	Cllr K O'Neil (KO)
Cllr M Phillipson (MP)	Mrs J Horan (Clerk & Proper Officer) (JH)
Cllr D Rogers (DR)	Borough Cllr G Bland
Cllr P Phillipson (PP)	3 Members of Public
Cllr A Kerry (AK)	

Item:	
1.	<b>Apologies</b>
	No apologies received
2.	<b>Declarations of Interest</b>
	Councillors were reminded that they must inform the Monitoring Officer of any changes to their Notification of Disclosable Pecuniary Interests. There were two declarations of interest concerning an item on the agenda: DR & LE as Allotment Holders
3.	<b>Approval of Minutes</b>
	To resolve that the Minutes of the meeting of the Council held on 11 October 2022 are a true record of the meeting. Members were reminded the only issue relating to the minutes that can be discussed is their accuracy. <ul style="list-style-type: none"> <li>MP proposed; LE seconded and it was agreed by those present that the minutes were a true record of the meeting.</li> </ul>

4.	<p><b>Matters Arising</b></p> <p>Memorial Bollards Update - Bollards will be in place before Remembrance Sunday.  Resurfacing of Marsh Quarter Lane Car Park – <b>Action DR</b>  Draft Agreement for defibrillators</p> <ul style="list-style-type: none"> <li>• CR Proposed he would draft an agreement, which MP would review; PP Seconded – All present agreed – <b>Action CR.</b></li> </ul> <p>Terms of Reference for Allotment Sub-Committee – Circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>• CR Proposed to adopt the Terms of Reference for the Allotment Sub-Committee once minor amendment is made; MP Seconded, All present agreed.</li> </ul> <p>Allotment Sub-Committee members are: Toni Rogers, Patsy Hiscock and Chris Breckon. Cllr O'Neil has agreed to Chair the committee and Cllr P Phillipson has also agreed to sit on the Sub-Committee.</p>
5.	<p><b>Councillor Intervention</b></p> <p><b>Cllr Bland:</b> Local government boundary commission: there was a note from Cllr Ellen Neville in the Parish Magazine, it missed out one vital point, if we move to all out elections, it will save TWBC £100,000 per year thus keeping the council tax lower than it would have been. We have been granted extra time for consultation on whether to go to all out elections. The consultation is open and if you feel strongly about it then please send in a few words saying what you think we should do. The TW Cinema site is coming up for discussion next week.</p>
6.	<p><b>Finance and Accounts</b></p> <p>To approve accounts retrospectively for payment from 1<sup>st</sup> October to 31<sup>st</sup> October 2022.</p> <p>To receive details of receipts from 1<sup>st</sup> October to 31<sup>st</sup> October 2022.</p> <ul style="list-style-type: none"> <li>• MG Proposed ; DR Seconded and those present approved the payments &amp; Receipts from 1<sup>st</sup> October to 31<sup>st</sup> October 2022.</li> </ul> <p>To note the bank reconciliation at 31<sup>st</sup> October 2022.</p> <ul style="list-style-type: none"> <li>• MG Confirmed the bank reconciliation had been checked.</li> </ul> <p><b>Precept:</b></p> <p>On the basis of current projections for this year we will overspend by £3k, though there are still 5 months until year end, meaning that estimates could change considerably. There have been some major variances; income is down by around £2k which is mainly the fallout from COVID. Other things outside of our control are the utility bills, the village sign, which was not budgeted for, CCTV, playground fence cost double what was budgeted plus other playground maintenance and £6k for the new defibrillator cases.</p>
7.	<p><b>Defibrillator Storage</b></p> <p>The heated cases for the defibrillators have arrived and will be delivered to CR for storage until they are installed.</p> <p>Connection to power supply: Quotes required from electrician to install the heated cabinets. Quotes need to be obtained - <b>Action CR/LE.</b></p> <p>Progress with power companies: EDF have sent the paperwork through which needs to be completed for the heated boxes at Tanyard, Downton Cottages and The Phonebox to be connected - <b>Action DR</b></p>
8.	<p><b>OSH/Pavilion</b></p>

	<p>Update on refurbishment work – not yet started.  CCTV Survey of drains – not yet done.  Toilet Block work about 75% complete.  Pavilion works – Complete.  The cisterns are hanging off the wall in the toilet block.</p> <ul style="list-style-type: none"> <li>• DR proposed to completely replace cisterns with new; CR Seconded – All present agreed.</li> </ul> <p>Mat sizes are needed for OSH Porch, and mats should have the logo OSH.  Key Safe – JH suggested the combination for the key safe should be changed monthly to keep the building secure and the regularly users notified.  Advertising OSH – Wealden Ad – 6 adverts running fortnightly £27.60 total</p> <ul style="list-style-type: none"> <li>• CR proposed MG given authority to spend up to £200 for advertising the OSH; MP Seconded – All present agreed.</li> </ul> <p>Booking form, Terms &amp; Conditions were circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>• MG proposed to adopt; DR Seconded – All present agreed.</li> </ul>
9.	<b>Committees</b>
	<p>OSH Sub-Committee: Budgeting for advertising which has already been covered.  Damage to wooden floor and depressions in the tiled floor, could the insurance company be approached regarding to repairs? MG is going to investigate before approaching the insurance company. The committee would like to see figures from the last few years to see how the hall is doing financially. If rentals were dropping with bills going up, there could be a case for the tariff to increase. MG is going to review. The outside space: a member of the Horticultural Society has volunteered to tidy up the front garden; JH will forward details to MG. The Microphone is not working properly - MG is going to look at a replacement. The water heater is not working – JH to contact plumber to re check.</p>
10.	<b>Allotments</b>
	<p>The amended clause 3.3 of the Allotment Tenancy Agreement was circulated prior to the meeting.</p> <ul style="list-style-type: none"> <li>• MP proposed to accept the clause amendment; MG Seconded – All present agreed</li> </ul>
11.	<b>Neighbourhood Plan</b>
	<p>A report was circulated in the magazine. Over 50 people attended the meeting, there was a lack of Parish Councillors, and the village would like to know that it has Parish Council backing.</p> <ul style="list-style-type: none"> <li>• CR proposed that the Parish Council support the Neighbourhood Plan; LE Seconded – All present agreed</li> </ul> <p>KO requested that another Councillor sit on the Neighbourhood Plan Committee MP volunteered. JH Said the grant had been received and will be allocated cost centres to keep track of funds. KO is going to circulate findings of survey to PC.</p>
12.	<b>PAT Testing</b>
	<p>PAT Testing has been carried out except for the PC office. The contractor needs access to the office, JH to meet contractor Thursday morning so that the testing of office equipment can be carried out.</p>
13.	<b>Planning Applications</b>
	<b>Appeal A Ref: APP/M2270/C/20/3246942</b>

	<p><b>Appeal B Ref: APP/M2270/C/20/3246943</b>  Land south of Oakland's Farm, Bodiam Road, Sandhurst, Kent TN18 5LE  Decision Notice Date: 04 March 2022 – 6 Months to comply (04 September 2022).  TWBC are aware and enquiries are ongoing.</p> <p><b>Application: 22/03035/NMAMD</b>  Address: Land South Of Ringle Green, Sandhurst, Kent  Proposal: Non material amendment in relation to 21/03676/REM (Amendment to size and location of window on side elevation of plot 13)  No comments to be made.</p> <p><b>Application: 22/02613/FULL</b>  Proposal: Change of use from mixed commercial/residential use to residential only.  Address: Sandhurst Tea Rooms, Queen Street, Sandhurst, Kent, TN18 5HY  No comments to be made.</p> <p>Comments were made regarding a balcony that is being built on the Lower Green – JH to inform TWBC Planning.</p>
	<p><b>Precept Meeting</b></p> <p>Precept meeting due to take place on 6<sup>th</sup> December. CR has requested to change the date as it clashes with a Chairmen's meeting which CR wants to attend as it covers Precept.</p> <ul style="list-style-type: none"> <li>CR Proposed the meeting is moved to 7<sup>th</sup> December 2022, 7.30pm; LE Seconded – All present agreed</li> </ul>
16.	<p><b>Correspondence to the Clerk</b></p> <p>Mr Johnson – Lower Green Bench, opposite the shop  Correspondence has been received regarding a Naked Dining Event happening at the Swan on the 12<sup>th</sup> November. JH has spoken to Shannon at the Swan who said that the event was booked prior to her arrival. She also was not happy with the pub being open to the public on that evening as previously advertised and that this was now a closed private event and there would be curtains at the windows and blinds closed. JH to pass information along to those who have raised objections.  Christmas Tree has gone up to £600 a £100 increase from last year. Tony at Sandhurst Garage has kindly agreed a £100 donation towards the tree to cover the increase. JH to write and thank Tony.  DR has found contact details for Terry at Hazlewoods, JH to contact him to request he comes back to repair defects.</p>
18.	<p><b>Public Intervention</b></p> <p>The owner of the Farm Shop wanted to speak regarding the Planning Application for the site, which has currently been rejected. They very much want to get the application passed but feel if they had local backing, they would have a better chance of getting the application through. They will be appealing the decision to reject the application. The shop is closed at present as it is just not viable to keep open in its current state. Whilst the shop is closed, they will be taking online orders and possibly do a twice a week delivery to Sandhurst.</p>
19.	<p><b>Dates of Next Meetings</b></p> <ul style="list-style-type: none"> <li>08 November 2022</li> </ul>

	<ul style="list-style-type: none"><li>• 07 December 2022 – Precept meeting</li><li>• 13 December 2022</li></ul>
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**Julie Horan**  
Clerk to Sandhurst Parish Council

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

Signed:.....

Dated:.....