

Sandford St Martin Parish Council

Council members are hereby summoned to attend the Parish Council Meeting on Thursday 20th March 2025 at 7.00 pm, at Sandford St Martin Parish Hall.

Please inform the Clerk if you are unable to attend.

Anne Ogilvie

Anne Ogilvie – Sandford St Martin Parish Clerk
14 March 2025

This meeting is open to the public.

Recording of meeting: Please be aware that the meeting may be recorded by the Council or others, and no permissions are required for this, pursuant to the Openness of Local Government Bodies Regulations 2014, amending the Public Bodies (Admission to Meetings) Act 1960.

Agenda

1. Welcome from the Chair
2. To receive apologies for absence
3. To receive declarations of interest from Members regarding items on the agenda
4. To approve and sign the minutes of the meeting on 12 December 2024
5. Public participation – to allow members of the public/press to comment on any item on the agenda or bring any matter to the attention of the Council. In accordance with Standing Orders this shall not exceed 15 minutes in total, and 3 minutes per person.
6. To receive reports from County and District Councillors
7. To receive and comment on the Clerk's report

Parish Hall

8. To receive updates regarding the Parish Hall and the Parish Hall Management Committee and agree actions

Community

9. To receive an update regarding future village events and meetings and agree actions
10. To receive an update regarding the investigation into the installation of a mobile phone mast in the parish and agree actions
11. To consider the TVP request to advise of the parish's top priority for police services and agree actions
12. To consider investigating options and canvassing support for Quiet Lanes from the community, and agree actions
13. To agree the date, time, place and format of the Annual Parish Meeting

Flooding

14. To receive an update regarding flooding issues from Cllr North and agree actions

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Traffic

15. To receive an update regarding the VAS by the Village Hall and agree actions
16. To consider a proposal to reduce the impact of increasing traffic on rural roads and agree actions

Ledwell Village Green

17. To consider the quotations for removing and replacing the tree on Ledwell Village Green and agree actions
18. To receive an update regarding the bench on Ledwell Village Green and agree actions
19. To ratify the 2025-2026 mowing contract for Ledwell Village Green

Parish Maintenance

20. To receive updates regarding parish maintenance matters and agree actions

Planning and Enforcement

21. 25/00348/HHD
Dismantling of a rear outbuilding and construction of a new single storey extension along with other minor works to include reducing the first floor bathroom window and changing a ground floor window to a doorway – Old Post Office, Manor Road, Sandford St Martin
22. 23/00349/LBC
Internal and external alterations to include the dismantling of a rear outbuilding and construction of a new single storey extension, along with other minor works to include reducing the first-floor bathroom window and changing a ground floor window to a doorway – Old Post Office, Manor Road, Sandford St Martin
23. Any planning applications or enforcement notices received before the date of meeting
24. Update of previous planning applications and enforcement actions
25. To receive an update following Council requests to WODC regarding Conservation Areas and agree actions

Finance

26. To consider the OALC membership renewal and agree actions
27. To ratify expenditure since the last meeting
28. To approve current payments
29. To instruct bank signatories to sign the approved payments or process the bank transfers
30. To note monies received
31. To receive an update of the current status of the bank account
32. To approve the bank reconciliations
33. To approve the finance update
34. To approve the budget update
35. To consider the budget virement report and agree actions
36. To consider the reserves transfer report and agree actions
37. To approve the reserves update
38. To receive a report from the internal financial check and agree actions
39. To receive a report following the internal interim audit and agree actions

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Administration and policies

40. To consider training options for the Councillors and Clerk, and agree actions
41. To review and approve the Press and Media Policy
42. To review and approve the Co-option Policy
43. To review and approve the Freedom of Information Scheme
44. To review and approve the Grants and Donations Policy
45. To review and approve the Business Continuity Policy
46. To receive a report following the annual inspection of the Council's assets and agree actions
47. To review and approve the asset register
48. To receive an update regarding the new website and email addresses and agree actions

Correspondence and Information

49. To receive items for information only

Next meeting

50. To receive requests for items for next agenda, and note that items and papers for the next agenda must be received at least one week before the next meeting
51. Next meeting – to note date and time of next meeting

Confidential

52. To consider whether to resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public to protect the confidential nature of the business to be transacted during consideration of the following item
53. To receive the report from the Clerk's annual appraisal and agree actions