

Sandford St Martin Parish Council

Council members are hereby summoned to attend the Parish Council Meeting on Thursday 18th December 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
12 December 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 18 September 2025
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

Flooding

10. To receive flooding reports from OCC and agree actions

Traffic

11. To receive an update regarding the VAS by the Parish Hall and agree actions
12. To consider contracting OCC to install two traffic counters in the parish and agree actions
13. To receive a report regarding OCC Highways works in Ledwell and agree actions
14. To receive an update regarding OCC Highways works in the parish and agree actions

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Ledwell Village Green

15. To receive an update regarding the bench on Ledwell Village Green and agree actions
16. To receive an update regarding the damaged drain by Ledwell Village Green and agree actions
17. To receive a proposal for a new tree on Ledwell Village Green and agree actions

Parish Maintenance

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

Planning and Enforcement

19. To ratify the change of the comment from the Council regarding planning application 25/02070/HHD to an objection
20. To ratify the council comment regarding planning application 25/02631/HHD – Extensions and alterations to existing dwellinghouse – The Great Barn, Manor Road, Sandford St Martin
21. Any planning applications or enforcement notices received before the date of the meeting
22. To receive an of previous planning applications and enforcement actions and agree actions
23. To receive an update of developments outside the parish and agree actions

Action Plan and Budget

24. To consider the draft Action Plan for 2026-2027 and agree actions
25. To consider the draft budget for 2026-2027 and agree actions#
26. To consider and approve the precept for 2026-2027

Finance

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 approve the reserves update

Administration and policies

36. To consider training options for the Councillors and Clerk, and agree actions
37. To review and approve the Privacy Policy
38. To review and approve the General Privacy Notice
39. To review and approve the Privacy Policy for staff, councillors and role holders
40. To review and approve the Reserves Policy
41. To review and approve the Pension Employer Discretionary Policy
42. To review and approve the terms of reference for the Staffing Committee

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43. To select a councillor to undertake the annual asset inspection (to be completed by February 2026)
44. To note that the internal financial control check needs to be completed by February 2026
45. To consider the Review of Effectiveness of the 2024-2025 Internal Audit report and agree actions
46. OCC LGPS Pension
 - To acknowledge receipt and understanding of the results schedule
 - To confirm acknowledgement (or otherwise) of the contribution rate of payment from 01 April 2026
 - To provide any comments about the Council's result
47. To arrange the Clerk's annual appraisal

Correspondence and Information

48. To receive items for information only
49. To note that the next Council election will be held on Thursday 07 May 2026

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