

Sandford St Martin Parish Council

Council members are hereby summoned to attend the Parish Council Meeting on Thursday 17th September 2026 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
11 September 2026

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 21 May 2026
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 consider concerns about noise from properties and agree actions
11. To consider a request to nominate the Parish Hall as an Asset of Community Value and agree actions
12. To consider the results of the traffic count project undertaken in July and agree actions
13. To receive an update regarding highways matters and agree actions
14. To consider responding to OCC's request for feedback regarding the 20mph schemes and agree actions
15. To consider writing to WODC and OCC regarding sewage issues in Ledwell and agree actions

Flooding

16. To receive an update regarding flooding and agree actions

Ledwell Village Green

17. To receive an update regarding the damaged drain by Ledwell Village Green and agree actions

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Parish Maintenance

18. To receive updates regarding parish maintenance matters and agree actions
19. To consider whether to request winter salt from OCC for the parish and agree actions

Planning and Enforcement

20. Any planning applications or enforcement notices received before the date of the meeting
21. To receive an update of previous planning applications and enforcement actions and agree actions
22. To consider commercial planning applications in other local parishes and agree actions
23. To consider responding to the Local Plan consultation and agree actions

Action Plan and Budget

24. To consider the draft Action Plan for 2027-2028 and agree actions
25. To consider the draft budget for 2027-2028 and agree actions

Finance

26. To ratify expenditure since the last meeting
27. To approve current payments
28. To instruct bank signatories to sign the approved payments or process the bank transfers
29. To note monies received
30. To receive an update of the current status of the bank account
31. To approve the bank reconciliations
32. To approve the finance update
33. To approve the budget update
34. To approve the reserves update
35. To consider setting up a savings account and agree actions
36. To consider a funding request from the Barton Bulletin and agree actions
37. To consider a report following the internal financial check and agree actions

Administration and policies

38. To consider training options for the Councillors and Clerk, and agree actions
39. To review and approve the Disciplinary and Grievance Policy
40. To review and approve the Health and Safety Policy
41. To review and approve the Training and Development Policy
42. To review and approve the Internal Financial Control Policy
43. To review and approve the Internet Banking Payment Procedure
44. To review and approve the Risk Assessment
45. To approve the Letter of Engagement from the internal auditor for the 2026-2027 internal audit
46. To note the receipt of the revised Internal Audit Report for 2025/26, noting that the council had provided the correct land and title information on the Asset Register and removing the recommendation that further information was required

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47. To note the National Salary Award figures for 2026-2027, to be backdated to 01 April 2026

Correspondence and Information

48. To receive items for information only

Next meeting

49. 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

50. Next meeting – to note date and time of next meeting

Confidential

51. To consider whether to resolve under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 whether to exclude the press and public to protect the confidential nature of the business to be transacted during consideration of the following item
52. To consider staffing matters and agree actions