SANDON PARISH COUNCIL

Minutes of the **Annual General Parish Council Meeting** held at the St Andrews Church Hall on **Monday, 11th May 2026** commencing at 7.15 pm

PRESENT: Councillors: Martin Cross - Chairman
Cedric Calmeyer
Gary Nichols
Stephen Leedham

In attendance: City Cllr Julea Jeapes, Clerk, six members of the public

ACTION

010526 Election of chairman
Cllr Cross was elected chairman of the Parish Council. He duly signed the Acceptance Form.

020526 Election of vice chairman
No volunteers.

030526 Apologies for absence – Cllr Darren Chaplin, Cllr Alan Kalbfell

040526 Declarations of Interest – None declared

050526 Public participation session. – Four members of the UK Power Network Team explained how their impending cable laying would impact on the parish roads. Letters will be sent to affected residents to explain more. A member of the public presented his plans for the Mill Hill House plot.

060526 The Minutes of the Meeting held on Monday 13th April 2026 were approved. Cllr Cross signed as a correct record.

070526 City Councillor update – City Cllr Julea Jeapes notified the meeting that Paul Clark (Reform) had been elected as this division's Essex County Councillor. The problem of foul smelling discharges into a resident's ditch does not seem to have been satisfactorily resolved. The Great Baddow Races are being held 17th May. The next "No to Hammonds Farm" meeting will be Tues 12th May. The plans will go to full council 2nd June. Still no update on the inspector's report on the warehouse application at J17.

080526 Clarification of the lead Parish Councillors' areas of responsibilities.

(a) Planning – Cllr Cross
(b) Finance – Cllr Cross
(c) Speed Watch group – Cllr Cross.
(d) Community Centre – Cllr Calmeyer.
(e) Personnel – Cllr's Calmeyer & Kalbfell
(f) Maintenance – Cllr Calmeyer
(g) Allotments – Cllr Calmeyer
(h) St Andrews PCC – Cllr Kalbfell
(i) Sandon Village Hall – Cllr Kalbfell

(j) Sports Club – Cllr Chaplin
(k) Conservation and sustainability – Cllr Chaplin
(l) Communication and social media – Cllr Leedham

090526 Agenda items as per Standing Orders

(a) The Standing Orders, together with the New Model Financial Regulations, were reviewed and adopted.
(b) Meeting dates to the end of 2026 have already been agreed. The following dates to the 2027 Annual General Meeting were confirmed: Jan 11th, Feb 8th, March 8th, April 12th with the AGM May 10th. Note that meeting venues will alternate between St Andrews Church Hall and Howe Green Reformed Church. The first meeting in the New Year will be at St Andrews.

100526 Appointment of Auditors and Solicitors

(a) It was agreed that the internal auditor be John Watson
(b) The solicitors were to remain as Holmes & Hills
(c) The external auditor was noted to be PKF Littlejohn LLP

110526 Financial matters

(a) It was agreed that the bank account signatories will be Cllr's Cross and Calmeyer. Cllr's Chaplin and Nichols will approve the expenses.
(b) Meeting agreed the continued use of variable direct debits for the payments to telephone/broadband, Microsoft subscription and the corporate debit card.

120526 Clerks Report

The lease renegotiation is on-going. Cllr Leedham to see whether we can find someone who could prepare a valuation of the site for us. Cllr Leedham

130526 Finance

(a) The following payments were tabled and approved:

sub total employee costs	£1,085.91
Talk Talk	£0.00
Talk to Pheonix	£175.00
Grasshopper	£143.50
Wallace Arboriculture	£2,154.00
Zurich Ins	£739.37
Ritar batteries	£41.45
Multicell Int	£124.34
Switch electronics	£9.44
eBay	£8.49
Toolstation	£8.99
Microsoft	£1.99

(b) The following reserves were agreed: £10k for replacement VAS's, £5K potential solicitor's fees, £10k new development fighting fund, £2k grants, and £33k general reserves.

140526 Planning:

26/05066/TPO Ashdene East Hanningfield Road. T2 Oak (Marked T1 on plan) - Fell to near ground level and treat stump to inhibit regrowth. T1 Oak (Marked T3 on plan) - Fell to near ground level and treat stump to inhibit regrowth. Reason: Clay shrinkage subsidence damage at the subject property. No observations.

26/05067/TPO Gravel Hill Farm, East Hanningfield Road. T3 Oak - (Marked T4 on Map) - Fell to near ground level and treat stump to inhibit regrowth. Reason: Clay shrinkage subsidence damage at neighbouring property. No observations.

26/05069/TPO 17B, Hall Lane. G1 x2 silver birch closest to front of the garage - Crown lift over garage to achieve a vertical clearance of 1m between the roof pitch and crown spread reducing to suitable pruning points. Reduce remainer of the cohesive canopy by 1.0 m -1.5 m maximum to suitable pruning points. Reason: Tree too large for location and overhanging neighbours, garage and car park. No observations.

26/00477/FUL October House, East Hanningfield Road. Single storey side extension. New twin wall metal flue and removal of existing chimney. Cllr Cross to comment — Cllr Cross

26/00107/S73 Fieldview, Southend Road. Variation of condition 2 for approved planning application 26/00107/FUL (Two storey side extension, single storey rear extension and front porch) Alterations to external material. No observations.

26/00501/FUL Broadoaks, Great Gibcracks Chase. Construction of one dwelling, garage and pool. Cllr Cross to comment — Cllr Cross

Warehouse Action Group. – Cllr Cross is still chasing the inspector's office for the report. He will investigate whether there are any funds remaining. — Cllr Cross

No to Hammonds Farm. See agenda item 070526 above

1505226 Current Issues.

(a) Maintenance – Motion agreed the quote of £143.50 for service of resident's lawnmower. It was decided not to repair a resident's fence. Clerk reported that he had received two quotes for the grass cutting in the village and found that our current contractor's charges were reasonable. Cllr Calmeyer to see whether our litter picker could give our three bus shelters a coat of paint. Meeting agreed to pay for the postcrete so that two missing bollards at Brook View can be fitted. — Cllr Calmeyer

(b) Conservation and sustainability – No update.

(c) Allotments – Meeting agreed to let a current plot holder take over a second allotment. This still leaves one vacant. — Clerk

(d) Community Centre – Nothing new to report.

(e) Sports club – Meeting agreed to the Club's proposal to lay out a patio in front of the clubhouse. There will be no cost to the council

(f) Village Hall – No update.

(g) PCC – Meeting agreed to let the PCC use our gazebo for their summer fete. Clerk to write to the PCC endorsing their request for the installation of a defibrillator at the church. Clerk

(h) VAS repair – Meeting thanked Cllr Leedham for his efforts in getting the Woodhill Road VAS repaired.

(i) Parish Council insurance – Motion agreed the renewal of the annual insurance with Zurich at £739.37.

(j) CVLG zoom meeting 10:00 18th May – It is hoped that Cllr Chaplin will be able to attend, Cllr Chaplin

160526 Correspondence received and action required – Cllr Cross has visited the Molrams Lane lady who has expressed concerns over the proposed development..

170526 Items of report and potential matters for future agendas – Need to decide who should get the Sandon cup this year. What sort of village function should be held this summer?

180526 Items for next edition of the Topics – Articles to be with clerk by 1st June. All

Meeting closed at 9:16 p.m.

The next Parish Council meeting will be held at Howe Green Reformed Church Monday 8th June 2026 starting at 7.15pm