

006		The asset register was finalised for the year end.	
007	Matters carried forward	Feltham Construction A number of issues and concerns have arisen that require discussion. A meeting to be requested with the Contracts Manager.	HM
008		Playing field The edges have been strimmed and hawthorn removed. The Cricket Club have cleared the area behind the nets. The bark area to be weeded and the levels topped up – prices to be obtained. The A-frame post to be replaced.	HM DW
009		Speeding on B4445 and through the village Councillor Matelot reported on the stages and costs for achieving a 20mph zone in the village. The main aspects would be the formal consultation costing £3,255, which includes preparing all the legal documents, including a consultation plan, advertising the legal ‘traffic order’ notice in the local newspaper, emailing to other statutory consultees, assessing any responses received and reporting those to our Cabinet Member for resolution. The second element is the actual works cost, involving replacement of existing 30mph repeater signs with 20mph ones, and the installation of new 20mph terminal signs. This has a provisional estimate of £1,000-£1,500, not allowing for any dedicated temporary traffic management during the works (e.g. temporary traffic signals) should this be necessary. There is an option of road markings on the carriageway - 20 ‘roundels’ would cost a further £1,200. The County Council are prepared to ‘match fund’ those costs (i.e. 50:50), from their Area Parish Support budget. A meeting with Highways is scheduled next week to discuss the chicane scheme on the B4445. Swarco have installed the new VAS sign, but the panel is obscured by the 30mph sign as the installers did not test it from the point of view of approaching traffic. Swarco have been contacted for a resolution, and the invoice is being held in query.	AI/MM AI
010		Wildflower meadow and oak sapling The grass is due to be sprayed and the wildflower meadow will then be ready for sowing. Wildflower seed is being sourced and the team can advise if parish council funding is needed.	
011		Village repairs and maintenance A litter pick will be held on 1 st May – risk assessment and booking form to be submitted and two nominated volunteers will be in charge. Overhanging trees at the edge of the village green are blocking light to the grass – the owner to be asked to cut them back. OPC should be able to examine the drainage pipes in the road mid-April.	HM/HS DW MM

Signed Date

		Flooding on the Thame Road. The roadside ditch clearance has been highlighted to the relevant council departments by Councillor Matelot.	
012		Footpaths and bridleways The Countryside Services officer met with local equestrians regarding local bridleways, including Sewells Lane, and is liaising with the Parish Council. A solution needs to be found that will suit all users. Solutions to the surfacing issues on The Jays bridleway are being discussed with the landowner.	AI MM
013		Faster broadband Initial costings fall within the parameters of the voucher scheme. Assurance is being sought that wires will be within ducting and not overhead. The existing ducting and connections in the village are being mapped and a site meeting sought with Openreach.	MM
014		Tree works A tree surgeon has assessed the work required on the willow trees adjacent to the roadside footpath. The landowner to be contacted.	HM
015		Annual actions and review of policies The Information Commissioner's Office registration is complete, and the details will be included in the Data Protection and Privacy policy.	HM
016	Matters Arising	Neighbourhood Plan Referendum 6th May SODC will issue polling cards on a separate mailing to those for the elections. The referendum will be promoted in the village by fliers and Sydenham Mail. Council meetings post 7th May Regulations allowing virtual meetings will cease unless the current legal challenge is successful. The return to face-to-face meetings was discussed and assessed, and it was agreed that the parish council will continue to meet virtually in June and July. There is no scheduled meeting in August, and by September there should be more guidance from the Government.	MM/AI/CB
017	Correspondence	CPRE – sewage, flooding and water survey DM Payroll – portal for new payroll software Emergency Planning Survey – GDPR form and survey	MM HM HM
018	Any Other Business	Sydenham Fayre – it will not be possible to hold the Fayre in June but the committee are planning a small village event in early September instead. Clerk's annual appraisal – discussion to be held by councillors at the end of this meeting and feedback to be given to the clerk.	
<p>There being no other business the meeting closed at 9.45pm The next meeting date will be the Annual Meeting of the Parish Council on Thursday 6th May 2021 at 6.30pm followed by the Annual Parish Meeting – both of these meetings will be held virtually.</p>			

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