

Sydenham Parish Council

Minutes of Parish Council meeting 3rd October 2019 at 7.30pm in the Old School Room

Present: Hayley Smith (HS)
David Wilkins (DW)
Cheryl Belson (CB)
Heather Mullins (HM) – Clerk

Apologies: Alison Isherwood (AI)
Michael May (MM)

092	Members' declaration of interests (for items on the agenda)	No interests declared.											
093	Approval of minutes	The minutes of the previous meeting were approved and signed.											
094	Planning	<p>P18/S0423/O Land adjoining Park Villa, Sydenham Road OX39 4LH Outline application for erection of three detached two-storey/chalet-style dwellings incorporating matters of access and layout with all other matters reserved Appeal against SODC's decision to refuse permission Parish Council recommendation – objection</p> <p>P19/S1876/LB The Barn, Sydenham Road, Sydenham OX39 4LT Execute repair to the timber carriageway as per recommendation D* as per enclosed details from Oxley conservation. (Amended description 29 August 2019 after email received clarifying proposal) SODC decision: Planning permission granted</p> <p>P19/S1412/FUL Manor Farm, Brookstones, Sydenham OX39 4LZ Conversion and alteration of existing barn to form dwelling with parking and amenity space. (Planning, Heritage and Design and Access Statement received 31 May 2019) SODC decision: Planning permission refused</p>											
095	Finance	<p>The following items were approved for payment:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">£3.09</td> <td>SSE Telephone box September</td> </tr> <tr> <td>£7.96</td> <td>Buzz Networks virtual landline (Sept)</td> </tr> <tr> <td>£308.00</td> <td>Clerk's salary October</td> </tr> <tr> <td>£63.23</td> <td>Clerk's expenses – paper, stamps, print cartridges</td> </tr> <tr> <td>£987.22</td> <td>Cyan – benches for playing field and Plough Corner</td> </tr> </table>	£3.09	SSE Telephone box September	£7.96	Buzz Networks virtual landline (Sept)	£308.00	Clerk's salary October	£63.23	Clerk's expenses – paper, stamps, print cartridges	£987.22	Cyan – benches for playing field and Plough Corner	
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096	NatWest Current a/c: b/f £7,521.69	<p>Payments:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 15%;">£354.20</td> <td>Clerk's salary for September</td> </tr> <tr> <td>£32.00</td> <td>MM expenses – MP Printers maps</td> </tr> <tr> <td>£26.50</td> <td>DW expenses – fuel for mower</td> </tr> <tr> <td>£10.00</td> <td>AI expenses – diesel for van</td> </tr> </table>	£354.20	Clerk's salary for September	£32.00	MM expenses – MP Printers maps	£26.50	DW expenses – fuel for mower	£10.00	AI expenses – diesel for van	Closing balance at 30/09/19		
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Signed Date

	NatWest Reserve a/c: b/f £12,130.70	£240.00 Moore Stevens – external audit £7.96 Virtual landline, Jul – reimburse clerk £987.22 Cyan Jati – wooden benches £3.09 SSE, Sept supply for defibrillator Receipts: £5,000.00 SODC precept, second instalment £6,000.00 transfer of funds from Sydenham Fayre account £2.06 interest for September	£16,860.72 £12,132.76
097		Finance report – outturn against budget circulated. Transfer to be made to reserve account to maximise interest. Sydenham Fayre – the majority of the funds have transferred, and the closing balance will come across once the remaining cheques have cleared. A draft budget to be prepared for discussion at the November meeting.	HM HM
098	Matters carried forward	NALC model Financial Regulations The July 2019 revision to be adopted.	HM
099		SSE Progress is anticipated in the next month.	MM
100		Playing Field The sign for the gate to be replaced. Hedges to be cut around the inside of the playing field, expenditure approved. Once the leisure survey is complete a decision can be taken about an application for the Councillor Grant. Other possible sources of funding for equipment have been noted.	HM DW
101		Speeding and pinch point installation The Thames Water emergency road closure has delayed the planned drainage and surfacing works but the pinch point installation is proceeding with traffic management in place. There is concern that the verge opposite the pinch point will be eroded by vehicles. Site photos and measurements to be taken asap for comparison in the future. A site meeting was held earlier in the week with the County Councillor to look at the proposed traffic calming scheme for Sydenham Road/Park View, and to discuss possible funding. The concerns about speeding on the B4445 were also discussed and the matter of the lack of visible signage approaching the Emmington junction was raised.	HM
102		Neighbourhood Plan The Examiner's report is expected around the end of October. The next stage of the process will be a village referendum.	

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103		Parish footpath review The comments from the review have been submitted to Oxfordshire County Council. Queries were raised regarding the maintenance and use of a bridleway.	HM
104		Grass cutting and verges Hedge cutting to be arranged in Sydenham Road by Holliers Close and the stretch past Slade Farm, plus a stretch at the higher end of Brookstones. Expenditure of £500 plus a contingency of 10% was approved.	DW
105		Benches at playing field and Plough Corner Shaun and Mat have kindly offered to fit the two 5' benches by the playing field and Plough Corner respectively.	
106		Survey on leisure facilities The survey is nearly complete and will be circulated shortly.	AI/CB
107		Noticeboard on Plough Corner As a new board is a large expense the existing one will be re-furbished and new posts installed. If required new pinboard will be added. Expenditure for posts and pinboard approved.	HM
108		Neighbourhood Watch The co-ordinator in Chinnor has been contacted and the PCSO to be asked for advice.	CB
109	Matters arising	Stert pumping station - communication with the Stert pumping station was broken last winter when the pole carrying the wire was damage by a vehicle. If the control room does not have direct communication with the station it will not be alerted if there are any problems. Thames Water contacted to get communication re-established as soon as possible to avoid the risks associated with a failure of the pumping station.	MM
110	Correspondence	Query regarding Neighbourhood Plan and planning permission details. Thame Town Council – review of Thame Neighbourhood Plan – cfwd to next meeting. SODC Code of Conduct training – place booked for clerk.	HM HM
111	Any Other Business	Insurance details included on website as well as being displayed in the OSR. Priority grading suggested for emails. Date for December meeting to be moved to 11 th , hall booked.	
There being no other business the meeting closed at 20.30pm The next meeting date will be Thursday 7 th November at 7.30pm in the Old School Room			

Signed Date