

Sydenham Parish Council

Minutes of virtual Extraordinary Parish Council meeting 6th August 2020 at 7.30pm

Present: Alison Isherwood (AI)
 Michael May (MM)
 David Wilkins (DW)
 Heather Mullins (HM) – Clerk

Apologies: Hayley Smith (HS)
 Cheryl Belson (CB)

Under the current restrictions concerning Coronavirus it was not possible for this extraordinary meeting of the Parish Council to take place in the Old School Room. In line with The Corona Virus Act 2020 section 78(2) this meeting was held remotely. Meetings will continue to take place virtually until otherwise advised as per guidance from OALC.

084	Members' declaration of interests (for items on the agenda)	No interests declared.	
085	Approval of minutes	The minutes of the previous meeting were approved and will be signed in due course.	
086	Letter of Authorisation from Oxfordshire County Council regarding the revised design for a chicane on Sydenham Road	<p>Michael May took the meeting through the points in the Letter of Authorisation. Key points relate to Construction Design and Management Regulations, design services, safety audit, and legal costs.</p> <p>Oxfordshire County Council will be responsible for the design services and will supervise the construction works to ensure compliance.</p> <p>It was agreed unanimously that the Letter of Authorisation be signed and submitted to Oxfordshire County Council Highways and Transport Department, with a covering email.</p>	MM/HM
087	Consideration of quotations received for the construction of a chicane on Sydenham Road and the appointment of a contractor	<p>In line with financial regulations five contractors have been asked to provide quotations for this work, and of these three were unable to submit prices for the scheme. The remaining two contractors were asked to confirm their price for the revised design and the following quotations were received:</p> <p>Oxford Direct Services £19,663.23 plus VAT Drayton Construction £20,089.12 plus VAT</p> <p>Both of these quotations include the cost of the TTRO (road closure)</p> <p>It was agreed unanimously that Oxford Direct Services should be appointed as the contractor for these works. This will be confirmed in writing with Geoff Barrell and Ralph Green at Oxfordshire County Council Highways.</p>	MM/HM

Signed Date

088	Any other business	Parking on the village greens – no further action required at present. Correspondence received from the Ramblers Association regarding footpath 10 and bridleways 7 and 11. Quotations for village gate repairs to be sought.	AI HM
There being no other business the meeting closed at 8.20pm The next meeting date will be Thursday 3 rd September at 7.00pm – virtual meeting			

DRAFT

Signed Date