

Sydenham Parish Council

Minutes of the Parish Council meeting held on 10th October at 6pm at 1 The Cottage, Brookstones
(Re-scheduled from 6th October due to inquorate numbers)

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

Apologies: Alison Isherwood (AI) - Vice Chair

126	Members' declaration of interests (for items on the agenda)	None.	
127	Minutes of previous meeting	The minutes of the previous meetings were approved and signed.	
128	Planning	P22/S3275/S73 and P22/S3289/LB Forge Cottage Sydenham Road Sydenham OX39 4LT Application to vary condition 2 (approved plans) on application P21/S2977/HH - 3 conservation rooflights instead of approved rear dormer (Double storey side extension) <i>Parish Council response – no strong views</i>	
129	Finance	The following items were approved for payment: £7.96 Virtual Landline £4.55 SSE electricity supply for defibrillator £426.25 Clerk's salary £36.00 Pet Waste Solutions £39.89 DW expenses – fuel for machines £2,532.00 Grafham Construction Ltd – bridleway clearance and surfacing works	
	NatWest Current a/c: b/f £1,717.03	Payments: £426.25 Clerk's salary for August £131.99 HS expenses – plants and compost for tubs £84.00 RoSPA Play Safety – annual playing field inspection £240.00 Moore East – external audit £7.96 Virtual landline £8,000.00 transfer to reserve account £4.55 SSE Southern Electric – supply to defibrillator £426.25 Clerk's salary for September Receipts: £8,000.00 SODC second instalment of 22/23 precept	Closing balance at 30/09/22
	NatWest Reserve a/c: b/f £28,985.67	Receipts: £8,000.00 receipt from current account £6.36 interest in September	£396.03 £36,992.03

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130	Matters carried forward	Platinum Thicket and wildflower meadow Sign will be reinstated on longer posts. Expenditure for postcrete and posts approved.	HS
131		Playing field A replacement mower needs to be sourced. A payment towards the purchase cost was discussed, as this privately owned mower is used on a voluntary basis for a large proportion of the village mowing, saving the parish council a huge amount of money each year. Expenditure of half the cost was agreed, up to a maximum of £2,500.00.	DW
132		Chicane installation on B4445 A quote is being obtained from Drayton to assist Chinnor PC. Some concerns as to whether the project should go ahead have been expressed in Chinnor, so representatives from Sydenham PC have been invited to one of the next CPC meetings. MM to attend on 24 th of October.	MM
133		Village 20mph zone Highways are dealing with many applications, and the plan of the proposals for Sydenham is being chased up.	MM
134		Village repairs and maintenance The Brookstones drains have been cleared. The new gate signs have been installed. Some branch thinning to be done on the tree next to the bus shelter as part of the green works. Telephone box to be repainted - official colour sourced and 2.5L paint to be purchased. Annual cutting programme of the verges, hedges and footpaths is being discussed with various parties to see who would be willing to undertake the jobs on a regular basis. Ideally the verges and both bridleways would be cut three times per year and the hedges would be cut twice during the permitted period.	DW HM DW/MM
135		Footpaths and bridleways Remedial repairs are required for the bridge on Sewells Lane bridleway. Ideally this would be raised to a higher level. It was suggested that a TOE grant could be applied for to carry out the necessary work. Approximate costs to be assessed. Projects for next year to be considered in the budget are remedial compaction/binding works to the Jays path and the scope of works for the far end of Sewells Lane bridleway. Expenditure approved for 2 tonnes of fines and vibrating roller hire if the compaction works can be carried out in the next couple of weeks. The TOE Monitoring Report has been completed for the Thame Park project.	

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136		<p>Fayre Committee report The committee has new members and will be meeting soon. A Fayre will definitely be held this summer. The indicative budget and process for expenditure to be discussed at the first meeting. Card machines to be researched – expenditure for 2no. approved upto £100 total. The Santa Sleigh will be visiting the village on 21st December.</p>	CB
137		<p>Clerk's Annual Review Completed.</p>	
138		<p>OSR storage and record archiving Records for archiving are being taken to Oxfordshire History Centre tomorrow.</p>	HM
139		<p>Model Standing Orders Changes implemented as agreed and document adopted.</p>	HM
140		<p>Openreach - fibre The Openreach ultrafast fibre broadband to property project has been completed. Everyone in Sydenham and around the Stert junction, as well as anyone who signed up for the project vouchers, can now order their ultrafast broadband from their preferred supplier. Huge thanks to Michael May for leading this project and liaising with Openreach to get it completed.</p>	
141		<p>Road sweeper Sweeper team to be contacted to try and co-ordinate weed removal.</p>	HM
142	Matters Arising	<p>Register of Interest forms Queried at the September Code of Conduct training session, awaiting response.</p>	MM
143		<p>Salt bins Annual top-ups have been booked with County.</p>	HM
144		<p>Appointment of new external auditor It was agreed that the parish council will opt into the central procurement of external auditors by SAAA for the next five year period beginning 1 April 2022 and ending on 31 March 2027. No action required.</p>	
145		<p>Generator The OSR have agreed to the external connector installation and the expenditure has been agreed up to a limit of £500. The preferred electrician to be asked to undertake this work.</p>	DW
146		<p>Classification of Sewells Lane on the Definitive Map Historically the entire length of Sewells Lane has been designated as a bridleway even though the first section is a tarmacked road used for</p>	

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		access to the five properties. As it is not officially an adopted highway this raises maintenance issues. This anomaly is being raised by searches undertaken as part of property purchases. The parish council queried the situation 10-12 years ago and were told that it would take a lengthy legal battle and was unlikely to be resolved. The issue has been brought to the attention of the parish council again with a request to see if anything further can be done. It might be possible to start an investigation, but the parish council cannot fund legal representation.	MM
147		Preparation of 2023/2024 budget Clerk to provide draft budget for discussion at November meeting.	HM/MM
148	Correspondence	OCC – National Highways and Transport online survey SODC – Capital Grant Scheme	
149	Any Other Business	Newsletter – grant of £600 to be given as per budget Notice boards – hasps and padlocks to be purchased to replace failing locks. Plough Corner – SOHA have felled the tree and will advise on planting a replacement. Letter to be sent to SOHA to clarify. Flag pole – costs to be obtained for purchasing a pole and union jack. Councillor availability for the forthcoming meetings discussed.	HM HM CB/HM HM All
There being no other business the meeting closed at 7.30pm. The next meeting will be held on Wednesday 2nd November at 6.00pm at 1 The Cottage, Brookstones			

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