

# Sydenham Parish Council

Minutes of the Parish Council meeting held on 9<sup>th</sup> January 2025 in the Old School Room

Present: Michael May (MM) - Chair  
 Vicki Roe (VR) - Vice Chair  
 Tara Glen (TG)  
 David Wilkins (DW)  
 James Knight (JK)  
 Heather Mullins (HM) - Clerk

The meeting was pleased to welcome Cllr Ed Sadler

169	<b>Members' declaration of interests (for items on the agenda)</b>	None.	
170	<b>Minutes of previous meeting</b>	The minutes of the previous meeting were approved and signed.	
171	<b>Planning</b>	P24/S3028/FUL - 18 Holliers Close Sydenham OX39 4NG Minor Amendment : No. 1 - dated 30th November 2024 Retrospective application for proposed front, rear and loft extensions to existing dwelling, and subdivision of extended dwelling into two separate dwellings. (As amended by plan received 30 November 2024 to demonstrate four parking spaces). <i>Parish Council response - objection</i>	
172	<b>Finance</b>	The following items were approved for payment: £8.75 Virtual Landline £491.50 Clerk's salary £54.00 Pet Waste Solutions £114.40 Amazon – printer £13.99 Amazon – motion sensor light for defibrillator kiosk £28.65 Reimburse HS – sweets for sleigh (Fayre) £25.92 Stickythings – property labels £50.00 S Williams – ditch clearance £145.00 reimburse BP for Christmas trees on the green £24.00 Reimburse TR – fliers for Neighbourhood Plan meeting £7,083.47 Swarco – VAS sign replaced by insurance claim £24.00 Reimburse MM – AO maps for Neighbourhood Plan meeting	
	NatWest Current a/c: b/f £740.49	Payments: £476.25 clerks's salary for November £67.75 SSE - electricity supply for defibrillator £9.18 Amazon - bags for sleigh £1,620.00 BGG Garden and Tree Care - removal of willow £106.31 Sign Wizzard - CSW signs £28.65 HS expenses - sweets for sleigh £114.40 Amazon - printer	Closing balance at 31/12/24

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	NatWest Reserve a/c: b/f £35,263.28	<p>£54.00 Pet Waste Solutions, dog bin emptying  £13.99 Amazon - light for BT kiosk  £25.92 Stickythings - property labels  £8.75 Virtual Landline  £50.00 S Williams ditch clearance round the playing field  £613.50 Clerk's salary for December and backdated pay award</p> <p>Receipts:  £2,470.00 total of transfers from reserve account  £832.89 Aviva insurance - VAS claim variation order for TM  £67.75 refund from SSE defibrillator supply</p> <p>Payments:  £2,470.00 total of transfers to current account</p> <p>Receipts:  £39.85 interest received December</p>	<p>£922.43</p> <p>£32,833.13</p>
173		Draft budget 2025/26 finalised to include planned maintenance quote. The precept for 2025/26 was agreed as £20,000. Clerk to submit form to Parish Precepts at SODC.	HM
174	<b>Matters carried forward</b>	<b>Playing field</b> Repeated use of the goals in one place over winter is wearing the grass – if possible players to be asked to use different areas.	DW
175		<b>VAS signs, existing and 20mph replacements</b> Swarco have installed the replacement VAS on the B4445 and taken away the old sign. The insurance company have paid the additional traffic management variation order as well as the original quote submitted.	
176		<b>Speeding</b> The CSW signs are ready for installation and have been property marked. A further push for volunteers to be made once the clocks change and it is possible to operate in the busier rush hour slots. The white lining works carried out before Christmas are failing. This has been brought to the attention of OCC who are arranging for the contractor to investigate and rectify.	DW/HM
177		<b>Village repairs and maintenance</b> Annual maintenance schedule confirmed and the revised quote for the remaining hedging and ditching was accepted. Opposite the Grove there is a drainage cover proud of road surface - to be reported on FMS.	DW
178		<b>Drainage and flooding</b> Blocked drains near the Mill House awaiting works by landowner. The work undertaken in Brookstones is not operating as it should - water is only draining from one side and the ridge for the new drain is causing a problem. This has been reported to the contractor and a site meeting to discuss remedial works is being arranged as soon as possible. The matter has been exacerbated by a blocked culvert further up Brookstones resulting in higher than usual flow of water down the road. A formal complaint has been received from a resident, and they have been visited to provide an update on the situation. The remaining grant money to be claimed from OCC.	MM/DW  HM

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		Thame Park are assessing tree works that impact on the brook clearance. The pipe clearance behind Box Cottages has made a significant improvement to drainage.	
179		<b>Footpaths and bridleways</b> Sewells Lane bridleway hedges have been cut as far as tractor access will allow. Works to put hardcore down on the Jays and Sewells Lane bridleways will take place when the weather allows.	
180		<b>Assets of Community Value</b> Issue escalated with the Leader of SODC, and response awaited regarding a meeting to discuss.	MM
181		<b>Defibrillator supply</b> A formal complaint has been raised with SSE regarding the electricity contract and the process for disconnecting the supply. Motion sensor battery light installed.	MM
182		<b>Neighbourhood Plan Review</b> Village meetings confirmed for 22 <sup>nd</sup> January in the OSR and 27 <sup>th</sup> January at the Inn at Emmington. Flyers to be distributed to promote. The meetings will enable the team to explain to the village why the plan must be kept current and the advantage of the opportunity to enhance it. It is a chance for residents to have input and help steer the review. The site allocation is a major point of the review to ensure that the plan has maximum protection and consideration in planning matters. The timeline for the formal process runs to early 2026 and includes the consultations and a referendum. The Parish Council agree to the NP team taking this review forward.	TG/MM
183		<b>Change of Parish Council website and email domain</b> The application for the gov.uk domain has been submitted via an approved registrar and will qualify for the £100 funding. It was agreed that the domain would be sydenhamparishcouncil.gov.uk. Quotes have been obtained from approved Registrars for email and website hosting as well as document storage, and enquiries made regarding the creation of a new website that will be fully compliant. A sum to be added to the budget for 2025/26 to allow for website costs. These to be reviewed before the next meeting to decide the best way forward.	HM  JK
184	<b>Matters Arising</b>	None.	
185	<b>Correspondence</b>	ONPA – save the date for AGM on 25 <sup>th</sup> Jan 10.30am SODC – consultation on technical addendum to the sustainability appraisal scoping report SODC – Joint Local Plan 2041 Notice of submission to Secretary of State OALC December newsletter OCC – National Highways & Public Transport satisfaction survey – public representatives SODC – new issue of electoral register Parishioner - letter re. drainage works in Brookstones OALC – Local Government Standards Consultation	TG     HM HM

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186	<b>AOB</b>	<p>Flag for VE-80 celebrations to be purchased, expenditure of £24 approved.</p> <p>Clerk's annual appraisal to be carried out.</p> <p>Due to councillor availability, April meeting to be rescheduled for Wednesday 9<sup>th</sup> April, OSR to be booked if available.</p>	<p>HM</p> <p>VR</p> <p>HM</p>
<p>There being no other business the meeting closed at 8.45pm</p> <p>The next meeting will be held on Thursday 6<sup>th</sup> February 7.00pm in the Old School Room.</p>			

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