

Sydenham Parish Council

Minutes of the Parish Council meeting held on 3rd October 2024 in the Old School Room

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

The meeting was pleased to welcome Cllrs Ali Gordon-Creed and Ed Sadler.

107	Members' declaration of interests (for items on the agenda)	None	
108	Minutes of previous meeting	The minutes of the previous meeting were approved and signed	
109	Planning	<p>P24/S3042/RM Land Adjoining Park House Park View Sydenham Oxon OX39 4LQ Application for approval of Reserved Matters (access, appearance, landscaping, layout and scale) following application P21/S3405/O for the construction of one dwelling house. <i>Parish Council to query type of application and request more detail.</i></p> <p>A separate discussion took place regarding the existing enforcement process and queries were raised with District Councillors.</p>	
110	Finance	<p>The following items were approved for payment:</p> <p>£8.75 Virtual Landline £5.41 SSE electricity supply for defibrillator £476.25 Clerk's salary £54.00 Pet Waste Solutions £47.00 DW expenses – fuel and oil £50.00 S. Williams – maintenance £966.00 Grafham Construction Limited – footpath maintenance</p>	
	NatWest Current a/c: b/f £661.60	<p>Payments:</p> <p>£476.25 Clerk's salary for August £54.00 Pet Waste Solutions, dog bin emptying £50.00 S. Williams, strimming to park and ditch £100.00 John Church, drill expenses £150.00 G Harrison village planting, Fayre beneficiary £250.00 Nic Willoughby Fund, Fayre beneficiary £9,000.00 transfer to reserve account £8.75 Virtual Landline £250.00 Aston Rowant PTA - fayre beneficiary £35.99 Amazon - printer cartridges £39.89 Amazon - printer cartridges £5.99 Amazon - printer paper</p>	Closing balance at 30/09/24

Signed Date

	NatWest Reserve a/c: b/f £32,077.84	<p>£39.99 Amazon - wind up radio for emergency kit</p> <p>£5.41 SSE - electricity supply for defibrillator</p> <p>Receipts:</p> <p>£10,000.00 SODC 2nd instalment of precept</p> <p>£12.00 Isherwood - plant sales</p> <p>£35.99 Amazon refund for defective cartridge</p> <p>Receipts:</p> <p>£9,000.00 transfer from current account</p> <p>£47.01 interest received September</p>	<p>£243.32</p> <p>£41,124.85</p>
111		Clerk to work on draft budget 2025/26 for discussion at November meeting.	
112	Matters carried forward	Playing field Nothing to report.	
113		VAS signs, existing and 20mph replacements The insurance company has been provided with as much information as possible regarding the claim for the large VAS on the Thame Road and has been put in contact with Swarco for remaining queries. The order for the two replacement 20mph signs has been placed by OCC. SPC have requested an update regarding installation.	
114		Speeding The Community Speedwatch scheme for Sydenham has been registered and the co-ordinator has completed the training. The sites for deployment have all been approved bar one, and an alternative to be submitted with permission from the landowner. The type, size and location of signage was agreed, and subject to one price query order to be placed. A request for volunteers is in the current newsletter edition. Hi-viz tops to be obtained for volunteers - possibly marked as Sydenham Community Speedwatch. OCC were asked if a further roundel refurbishment could be added to the list of works. This can be accomplished but not at the same time as the other items. A quote for the supply and installation of five polycarbonate gates was approved, with the fifth to be located opposite the Inn at Emmington. Order to be placed.	<p>HM</p> <p>HM</p> <p>HM</p> <p>DW</p>
115		Village repairs and maintenance Bollard refurbishment to be actioned in the spring. Reported growth of Hogweed has been identified as Regular not Giant. A schedule of the annual works has been finalised and is being sent to four contractors to invite quotations.	<p>DW</p> <p>DW/HM</p>
116		Drainage and flooding A constructive co-ordination meeting was held with the landowners involved in the Sydenham Road October works, and the roadside hedge and verge cutting is in hand before the road closure. Grant documents to be signed and a purchase order raised before culvert work commences.	

Signed Date

		OCC have used an internal pipe cutter to clear the pipe behind Box Tree House. At present, ODS are contracted by OCC to undertake the Brookstones works, and this is being done separately and funded by grant money. The village maintenance group are planning a working party for tasks needed in Brookstones and at Holliers Close corner.	MM/DW
117		Footpaths and bridleways Sewells Lane bridleway has been harrowed, but sadly is already rutted. Tractor to be reminded to keep to one side.	MM
118		Fayre Committee The Fayre Committee will convene again in the New Year.	
119		Emergency Plan Review The core group has been established, and will be asked to finalise the document once they agree how the plan and resources will be activated. Copy of final plan to be lodged with OCC Emergency Planning. Wind-up radio and multiway charger approved for purchase – to be kept in the emergency kit. Signage and other small items to be property labelled (CSW signs too) as thefts are being reported. Winter salt stocks discussed and OCC request to be submitted for bins to be refilled but no further bags required.	VR HM HM HM/VR HM
120		Assets of Community Value The Community Enablement team has held a meeting with MM and the Chair of the OSR to discuss the best way forward. The existing nomination has been rejected and a new one is required containing extensive further information. Our District Councillors are going to query the disproportionate process.	MM
121		Process for filling a Parish Council vacancy Conversations are being held with interested candidates.	TG/DW
122		Coronation Stone The exact location of the stone has been agreed with the Churchwardens and installation is likely to be at the end of October.	HM
123		Defibrillator supply Following discussions with Community Heartbeat, it transpired that the current defibrillator would soon need replacing, and that one of the options was a non-powered unit. Quotes have been obtained and it was decided that a non-powered replacement unit should be ordered. Community Heartbeat have a contractor who can remove the old equipment and potentially install the new unit. SSE have still not provided any information arrangements after the contract ended on 30 th September. Once new unit is in place the power can be disconnected. British Coatings are kindly providing free paint for the next kiosk refurbishment in connection with Community Heartbeat.	HM HM HM
124		Neighbourhood Plan Review The Neighbourhood Plan team have started their review, which will require public consultation and a referendum. A village meeting will be held in January, and once the date is confirmed a detailed update	TG/MM

Signed Date

		can be shared with villagers regarding the need for the review and what it includes. The process will be the same as when the Plan was first made.	
125	Matters Arising	Oxfordshire Councils Charter This was discussed and it was felt that there was no need for Sydenham PC to sign up.	
126		Employer's new duty to prevent sexual harassment The model policy to be adopted.	HM
127	Correspondence	OALC newsletter OCC – winter service salt order SODC – polling district and polling places review	HM HM
128	AOB	Daffodil bulbs required in bulk for replanting the verges in Sydenham Road and for extending existing planting. Quotes to be sourced for discussion at next meeting. The Parish Council's printer is no longer functioning properly – Clerk to use own printer with Parish Council paper and ink supplies.	HM/DW/ TG
<p>There being no other business the meeting closed at 9.10pm The next meeting will be held on Wednesday 6th November 7.00pm at Slade Farm</p>			

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