

# Sydenham Parish Council

Minutes of Parish Council meeting held on 1<sup>st</sup> September at 7pm in the Old School Room

Present: Michael May (MM) - Chair  
 Alison Isherwood (AI) - Vice Chair  
 Cheryl Belson (CB)  
 Hayley Smith (HS)  
 Heather Mullins (HM) – Clerk

Apologies: David Wilkins (DW)

082	<b>Members' declaration of interests (for items on the agenda)</b>	None.	
083	<b>Minutes of July meeting</b>	The minutes of the previous meeting were approved and signed.	
084	<b>Planning</b>	<p>P21/S2079/LB Kingham House Sydenham Road Sydenham OX39 4NB          Replacement on a like for like basis of 2 first floor sash windows  <i>SODC decision – planning permission granted</i></p> <p>P21/S2246/HH and P21/S2249/LB Old Thatched Cottage The Green Sydenham OX39 4LX          Proposed demolition of existing conservatory and subsequent erection of a single-storey garden room to the rear of the property  <i>SODC decision – planning permission granted</i></p> <p>P21/S2992/HH - Forge Cottage Sydenham Road Sydenham          Demolition of existing sheds and erection of an outbuilding  <i>SODC decision – planning permission granted</i></p> <p>P21/S2977/HH and P21/S2978/LB – Forge Cottage Sydenham Road Sydenham          Double storey side extension  <i>Parish Council recommendation: response submitted</i></p> <p>P21/S2912/HH - Burrows Farm House Sydenham Road Sydenham          Installation of a swimming pool, with decking, to garden  <i>SODC decision – planning permission granted</i></p> <p>P21/S2980/HH Coopers Yard Sydenham Road Sydenham OX39 4NB          Construction of 5x4m decking in eastern corner of garden  <i>Parish Council recommendation: no objection</i></p> <p>P21/S1458/FUL Wayside Stert Road Chinnor OX39 4NL          Minor Amendment : No. 1 - dated 23rd July 2021</p>	

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		<p>Demolition of existing three bedroom detached dwelling house and out buildings; Construction of new private self-contained seven bedroom dwelling house with landscaping (as amended to reduce reduce the scale of the development and revise the layout) <i>Parish Council recommendation: no strong views</i></p> <p>P21/S3405/O (Outline) Park House Workshop Park View Sydenham OX39 4LQ Construction of one dwelling house <i>Parish Council recommendation: response submitted</i></p> <p>P21/S3384/LB Forge Cottage, Sydenham Road, Sydenham OX39 4LT Replacement of thatched roof to match existing <i>Parish Council recommendation: supports</i></p> <p>P21/S2977/HH and P21/S2978/LB Forge Cottage, Sydenham Road, OX39 4LT Double storey extension (amended plans received 23 August 2021 showing reduction to depth of proposed rear extension and reduction to height of proposed side extension with a single storey rear aspect and rear dormer) <i>Parish Council recommendation: supports</i></p>	
085	<b>Finance</b>	<p>The following items were approved for payment</p> <p>£3.17 SSE telephone box £7.96 Buzz Networks virtual landline £418.75 Clerk's salary £31.20 Pet Waste Solutions – dog bin emptying £240.00 Moore East Midlands - external audit fee £15.50 Clerk's expenses – printer cartridge</p>	
	NatWest Current a/c: b/f £508.88	<p>Payments:</p> <p>£418.75 Clerk's salary for June £300.00 Grafham Construction Limited – playground repairs £31.20 Pet Waste Solutions – dog bin emptying in June £7.96 Buzz Networks virtual landline, reimburse clerk £200.00 Lest We Forget silhouette, reimburse clerk £33.57 DW expenses – fuel for mower £62.24 Clerk's expenses – Microsoft 365 renewal and postage £3.18 SSE Telephone box supply, account for June £1000.00 SWARCO - balance payment £418.75 Clerk's salary for July £7.96 Buzz Networks virtual landline, reimburse clerk £31.20 Pet Waste Solutions – dog bin emptying in July £28.99 DW expenses – fuel for mower £3.18 SSE Telephone box supply, account for July £418.75 Clerk's salary for August</p> <p>Receipts:</p> <p>£600.00 transfer from reserve account £400.00 transfer from reserve account</p>	Closing balance at 31/08/21

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	<p>NatWest Reserve a/c: b/f £27,921.02</p>	<p>£1000.00 transfer from reserve account £50.00 transfer from reserve account £500.00 transfer from reserve account</p> <p>Receipts: £0.22 interest in July £0.23 interest in August</p> <p>Payments: £600.00 transfer to current account £400.00 transfer to current account £1000.00 transfer to current account £50.00 transfer to current account £500.00 transfer to current account</p>	<p>£93.15</p> <p>£25,371.47</p>
		<p>The external auditors have confirmed that the annual audit for year ended 31 March 2021 is concluded and have provided the Annual Governance and Accountability Return. The Notice of Conclusion of Annual Audit has been posted.</p> <p>The electricity contract for the defibrillator supply expires on 30 September. Quotes have been sought for this unmetered supply and a new 3 year agreement made with SSE for a total cost of £156.37.</p>	
086	<b>Matters carried forward</b>	<p><b>Feltham Construction</b> Fit out of the houses is nearly complete. Landscaping has commenced, working from the back of the site towards the front. Feltham expect to have completed before the end of September.</p>	
087		<p><b>Playing field</b> RoSPA have been contacted regarding the delay in carrying out their inspection. Hedging works to be undertaken when allowed, followed by ditch clearance. A quote to be obtained.</p>	DW
088		<p><b>Speeding on B4445 and through the village</b> Two quotes have been received so far, and a third is expected this week. A fourth company declined to quote. Chinnor Parish Council have been contacted regarding the scheme and details have been shared with the Chinnor Clerk for discussion.</p>	MM AI
089		<p><b>Wildflower meadow and Queens Canopy trees from Woodland Trust</b> Wildflower planting should ideally be undertaken in the autumn. Munday's Gift is providing the seed. The survey regarding tree planting in Hollys Bounty had a good response, with useful feedback and several volunteers. An application has been made to the Woodland Trust as part of the Queens Green Canopy jubilee scheme, and if successful the saplings should arrive in November. Planting can then take place from December to February, in a location to be agreed with Munday's Gift.</p>	MM

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090		<p><b>Village repairs and maintenance</b>  One set of entrance gates have been painted white. The set on the Stert side of the village need repairs to a post - Mat Belson has volunteered to assess. Once repaired a view can be taken on painting this set.  Once hedging can take place the usual annual cut to be done, followed by ditch clearance. Expenditure for both approved.  Ditch clearance by Copse Farm to be done before the wetter weather.</p>	DW DW
091		<p><b>Footpaths and bridleways</b>  Sewells Lane bridleway is due for Hard Vegetation Clearance in the autumn, OCC to be asked for more specific timing. Surfacing options are being investigated by OCC.  The Jays bridleway surface treatment divides into two sections, with possible drainage improvements to be made to one part using ditching and re-profiling. The second part is harder to drain as there is no obvious route for the water to go, so a short-term solution might be for people on foot to use a route through the adjacent copse. MM to meet landowner to discuss options. Provisional expenditure of £750 approved if required.  The gate to the allotment field – permission to change the gate has been given and quotes obtained. A TOE grant to be sought to supply and fit a wider gate and for hardcore to be laid to improve the surface.</p>	HM  MM  MM  AI/HM
092		<p><b>Faster broadband</b>  The application has been submitted to DCMS and should be on the priority list. Openreach have been asked for help to ensure this is the case.</p>	MM
093		<p><b>OSR filing cabinets and record storage</b>  The OSR committee are considering storage options.  The contents of the cabinets have been audited and the Oxford Record Office consulted regarding transfer of records to the archive. The records held at the OSR are being assessed using the NALC retention guidelines together with guidance from the Record Office.</p>	HM HM
094	<b>Matters arising</b>	<p><b>Sydenham Newsletter</b>  The editorial team is changing and Rachel Blake will be re-joining to produce the newsletters. Ideas to be discussed at the next meeting, including grant possibilities.  The best way of recognising the incredible work by Roy Harrison and Paul Stancliffe over the last 20 years was discussed.</p>	HM CB
095		<p><b>Replacement of parish council laptop</b>  Options have been researched and expenditure of £550 was approved.</p>	HM

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096		<b>Sydenham Neighbourhood Plan</b> The Made Plan and Modification Statement have been sent to the cabinet member for approval. Once approved they will be published.	
097	<b>Correspondence</b>	OCC – National highways and transport public satisfaction survey OCC – consultation re proposed traffic calming measures in Chinnor Thame Neighbourhood Plan Review 2021 OCC – winter preparedness, salt bin refilling OALC – DCMS research into poor rural mobile coverage OCC – bus service improvements and survey M Kermack – OSR opening John Howell – meeting with Parish Council OALC August update – consultation responses	MM HM HM HM CB CB MM MM HM
098	<b>Any Other Business</b>	The trees obscuring the B4445 road signs have been reported on FixMyStreet and the case chased up. Fault reporting for electricity cuts – the Emmington end of the village has been subject to an increasing number of power cuts and this is causing problems with the pumping station in Park View.	HM  CB/MM
<p style="text-align: center;">There being no other business the meeting closed at 9pm. The next meeting date will be Thursday 7<sup>th</sup> October at 7.00pm in the Old School Room</p>			

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