

Sydenham Parish Council

Minutes of virtual Parish Council meeting held on 3rd March at 7pm

Present: Michael May (MM) - Chair
 Alison Isherwood (AI) - Vice Chair
 Hayley Smith (HS)
 David Wilkins (DW)
 Heather Mullins (HM) – Clerk

Apologies: Cheryl Belson (CB)

186	Members' declaration of interests (for items on the agenda)	Hayley Smith declared an interest in planning application P22/S0730/HH.	
187	Minutes of previous meeting	The minutes were approved and will be signed as soon as possible.	
188	Planning	P21/S3405/O Park House, Workshop, Park View, Sydenham Development work Amendment No. 1 – as amplified by Flood Risk Assessment Report received 8 th February 2022 <i>For information</i> P22/S0730/HH 1 The Cottage, Brookstones, Sydenham OX39 4LZ Erection of a single detached garage <i>No strong views</i>	
189	Finance	The following items were approved for payment £7.96 Virtual Landline, reimburse clerk for virtual landline £4.55 SSE electricity supply for defibrillator £418.75 Clerk's salary for March £31.20 Pet Waste Solutions – dog bin emptying £71.90 Reimburse J Potts for Jubilee wood expenses (weed mats and marker spray) £204.29 Clerk's expenses - speed gun for 20isPlenty campaign £150.00 Clerk's expenses - bin stickers for 20isPlenty campaign £150.00 OALC membership renewal £35.00 ICO renewal fee (direct debit) £104.07 DW expenses – 3x planting barrels £94.10 HS expenses – hedging plants for the Jubilee Wood £27.79 HS expenses – post for dog bin and weed mats for wood	
	NatWest Current a/c: b/f £738.78	Payments: £418.75 Clerk's salary for January £41.09 CB expenses – renewal of domain for 2 years - Fayre £31.20 Pet Waste Solutions – dog bin emptying January £31.10 Clerk's expenses – printer cartridges £500.00 Repairs to Old Sun Sign	Closing balance at 28/02/22

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	NatWest Reserve a/c: b/f £28,172.46	<p>£7.96 Virtual Landline, reimburse clerk £71.90 Reimburse Janet Potts for Jubilee Wood expenses £4.55 SSE telephone box supply for defibrillator</p> <p>Receipts: £400.00 transfer from reserve account £802.96 BT Openreach wayleave payments £500.00 transfer from reserve account</p> <p>Receipts: £0.21 interest in February</p> <p>Payments: £400.00 transfer to current account £500.00 transfer to current account</p>	<p>£1,335.19</p> <p>£26,272.91</p>
		It was agreed that Auditing Solutions Ltd would carry out the internal audit for year ending 31 st March 2022.	
190	Matters carried forward	<p>Queens Canopy trees Thanks to a huge number of volunteers the tree planting is complete. A few more hedging plants are needed to complete the edge and these have been ordered, together with weed dampers. Grateful thanks go to Janet Potts, Amanda Pearce Higgins and Hilary Lamb for organising this project. The name plaque for the wood was discussed and it was decided that a wooden sign with the name would be more suitable than the standard Queens Canopy plaque. Suggested wording to be circulated for approval. Several names were proposed for the wood, and Platinum Thicket was chosen. The wildflower meadow will soon be planted, and also the cornflower annual mix in the larger area.</p>	<p>HS</p> <p>HM</p>
191		<p>Playing field The hedge line will be dug out this month and a mix of bushes planted, including hawthorn. The goal post needs repair – if the necessary spares are not already held then it was decided that a new goal would be purchased – estimated expenditure of £80.00 approved.</p>	<p>DW</p> <p>DW</p>
192		<p>Speeding on B4445 The safety audit has been completed, with the result that the proposed chicane would be moved 5m closer to Chinnor. This has been shared with Chinnor Parish Council and under their request Sydenham PC have asked OCC to commence the consultation process. The results of this will be put to the county committee on 23rd June.</p>	
193		<p>VAS sign on B4445 Swarco have agreed to relocate the sign in the location specified by OCC. There is a meeting with Swarco next week to clarify the details</p>	

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		of the replacement sign, and to ensure that data can be downloaded as before.	MM
194		<p>20mph zone</p> <p>As the grant application was unsuccessful the speed gun and bin stickers have been purchased from the parish council budget. Volunteers willing to deploy the speed gun on an ad hoc basis to contact the clerk.</p> <p>Bin stickers to be distributed to the houses on the main road through the village in the first instance.</p> <p>Geoff Barrell at OCC is now lead for this project. Geoff to be contacted for an update on County budget approval.</p>	AI/HM HM
195		<p>Village repairs and maintenance</p> <p>The signs on the village gates towards the Stert are on order and will be fitted, together with a matching sign by the Inn at Emmington, once the painting is complete.</p>	DW/HM
196		<p>Footpaths and bridleways</p> <p>The cost of hardcore for both the last stretch of the Jays path and the narrow stretch of the Sewells Lane bridleway is being sought. This work would best be carried out in the Spring.</p>	MM
197		<p>Faster broadband</p> <p>Openreach have finished the surveys and will commence work this month. The installations will be done in three phases, starting at the Emmington end of the village, followed by the middle of the village and the Kingston Stert end. Householders will then be able to contact their suppliers and arrange their individual connection to faster broadband.</p> <p>The parish council has received wayleave payments of £802.96.</p>	
198		<p>Emergency Plan items and review</p> <p>The floodsax and snow shovels are in suitable locations, and an audit of other plan items carried out. The power cut resulting from the recent storms highlighted the need to relocate the generator. Possible locations were discussed. The initial discussions when the plan was implemented to be revisited.</p> <p>The plan details are under review as part of the OCC annual survey.</p>	HM HM
199		<p>Fayre Committee report</p> <p>There will not be a Fayre this year due to the Jubilee celebrations, however a bumper Fayre will be held next year on the same weekend. A jubilee street party will be held on Sunday 5th June and a road closure for Brookstones applied for. Further details to follow.</p>	CB/HS
200		<p>Review of key documents</p> <p>The Risk Assessment and Effectiveness of Internal Controls documents have been reviewed and approved.</p>	

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201		Document retention and disposal policy This is nearly complete and will be circulated for approval.	HM
202		Change of domain for parish council emails Advice has been sought from OALC about how this can be achieved, and initial costs obtained. Further investigations to be made.	HM
203	Matters Arising	Date and format of the Annual Parish Meeting It was felt that the event should involve a more social aspect and a chance to celebrate village achievements. DW to compile and host a village orientated quiz to follow the various annual reports. Possible dates were discussed and will be confirmed in the next week.	AI/HM
204		Repair of the Brookstones dog bin A new post has been installed and the necessary fixing kit to be ordered. Costs of post (£13) and fixing kit (£23.76) approved.	HM
205		Clerk's annual review A 360 appraisal to be carried out.	HS
206		Old Sun sign repairs The cost of repair has been more than anticipated. Additional expenditure of £400 was agreed.	
207	Correspondence	SODC - Planning Enforcement Statement presentation OALC - Chair Q&A sessions SODC – Invitation to provide feedback for planning DM review	MM MM
208	Any Other Business	A summary of the contact and process for Sydenham Mail to be included in the next newsletter.	HM/CB
<p>There being no other business the meeting closed at 8.50pm. The next meeting date will be Thursday 7th April at 7pm in the Old School Room</p>			

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