

Sydenham Parish Council

Minutes of Parish Meeting of the Parish Council 7th June 2018

Present: Alison Isherwood (AI) - Chair
 Rachel Blake (RB)
 David Wilkins (DW)
 Janet Potts (JP)
 Mike May (MM)
 Stephanie Johns (SJ - Clerk)

Apologies: None

2 members of the public were welcomed to the meeting.

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| Members' declaration of interests (for items on the agenda) | No interests declared | |
| Approval of minutes | The minutes of the previous meeting were approved and signed. | |
| Planning P18/S0992/LB & P18/S0967/FUL | Demolition, extension, alteration and conversion of existing buildings to form four dwellings with parking and amenity space at Manor Farm Brookstones Sydenham OX39 4LZ (Submission date extended to 8 th June 2018) The landowners for this application were present at the meeting and wanted it to be known that references to the Old Dairy Farm where it was stated by another parishioner on the SODC Planning portal that nobody ever lived there were incorrect. A discussion pursued, and the Councillors briefed the landowners of their intended response. Parish Council Recommendation: Should be rejected SODC Decision: Target decision date 18th June 2018 | All |
| P18/S0797/HH | Demolition of a garage. Construction of a 2 storey side extension, and single storey rear extension at The White House Sydenham Road Sydenham OX39 4NE SODC decision: Granted 29th May 2018 Land North of Park Villa An objection letter has been written for the appeal and will be sent to the Planning Inspectorate. | |
| Finance | The following items were approved for payment: £ 3.09 Southern Electric – defibrillator supply £ 340.42 Clerk's Salary (May) £ 13.00 K. Hardiman expenses (Petrol for strimmer for Fayre tidying) £ 18.35 D. Wilkins expenses (Petrol for mower – play area) £ 86.80 Fane Accountancy Services (Internal Audit) £ 100.00 Citizens Advice Oxon & South Vale (Annual Grant) £ 250.00 Chinnor Village Centre (Annual Grant) £ 600.00 Newsletter (Annual Grant) £ 500.00 OSR (Annual Grant) £ 180.00 OSR Hall Hire (April 2018 – March 2019) | |

Signed Date

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| <p>NatWest Current a/c: b/f £ 8,314.28</p> <p>Natwest Reserve a/c: b/f £12,106.04</p> | <p>May Payments: £ 3.09 to SSE for Defibrillator £ 340.42 Clerk Salary (May) £ 81.00 DM Payroll Services £135.06 OALC Annual Subscription</p> <p>Receipts: £ 905.63 CIL Payment from SODC £8640.00 Groundwork UK (Neighbourhood Plan) £ 905.63 CIL Payment from SODC</p> <p>Receipts: £0.51 May Interest received</p> <p>Internal Audit: The internal audit has been completed with no issues raised. Section1 (Annual Governance Statement) and Section 2 (Accounting Statements) for 2017/2018 were duly signed by the Chairman and the Clerk.</p> | <p>Closing balance at 31/05/18 £18,205.97</p> <p>£12,106.55</p> |
| <p>SSE electricity supply</p> | <p>There is a delay in the SSE finish date as Highways approval is needed for a new road access to the new Switch Gear.</p> | <p>MM</p> |
| <p>Speeding / Pinchpoint</p> | <p>AI explained that a new process named 'Light Project' where Parish Councils can use their own contractors for a pinch point still has to be approved by Highways and ultimately, Keith Stenning makes the decision which is based on merit. The conclusion to this is the PC decided not to pursue this option any further as too much time has already been wasted with decisions never made and numerous requests for information are never replied to.</p> <p>Jeannette Matelot has not yet responded to AI's questions about a possible grant to fund the purchase of a small vehicle to be used as a way of traffic calming. AI will continue to look at costs and DW will look for a small car or van for approximately £1500.</p> <p>AI has also investigated costs for a portable Vehicle activated sign (VAS) that could be used anywhere in the village. This is approximately £2800 with an additional £350 if Bluetooth data logging is required.</p> | <p>AI</p> |
| <p>Playing Field Project</p> | <p>The work in the playing field is, at last, almost complete with a few minor bits left to do. This should all be complete in time for the annual RoSPA inspection in July.</p> | <p>RB</p> |
| <p>Road Drainage & Potholes</p> | <p>The water leak by The Mill House / The Old Vicarage has been reported via the Thames Water website and a blocked gulley has been reported on 'Fix my Street'. It is important to know that it is not the responsibility of the PC to do this. Anyone can report problems with Highways via this process. DW has also contacted Thames Water.</p> <p>The VAS cost was for a portable one that could be used anywhere in the village.</p> | <p>DW</p> |
| <p>Neighbourhood Plan</p> | <p>£8640 has been paid into the PC account towards the Neighbourhood Plan. This is to be spent on consultancy services. 2 interviews have been conducted for</p> | <p>MM</p> |

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| | this and the decision is yet to be made. Also still to be decided is whether or not a housing needs survey is required. | |
| Sydenham Grove | There is still no appeal registered with SODC on their planning portal and the deadline is 7 th August 2018. AI will ask SOHA if anything has progressed. | |
| Matters Arising | VAS Insurance Claim A decision has now been made to go for the larger of the 2 sizes of display. This is with SWARCO. SJ will arrange for this to be ordered. | SJ / DW |
| Correspondence | No correspondence received | SJ |
| Any Other Business | <p>Sydenham Fayre The Parish Council would like to formally thank the Fayre Committee for a fantastic fayre on 2nd June 2018. Everyone had a fabulous day and a huge amount of money was raised (& the amount was very quickly communicated) for the community.</p> <p>Fund Raising Event Ken Hardiman has offered to provide the entertainment for a fundraising gig in the OSR where all proceeds would go to traffic calming or another village cause. The details of this are still to be discussed.</p> <p>Succession Planning & Clerk Role MM suggested that if more than one councillor is planning not to stand as Councillor in next year's election and bearing in mind that the Clerk will be leaving shortly, it might be better for one to stand down in the next few months so that anyone new can be co-opted and gain experience from the other Councillors before the elections. This will be considered and discussed at the next meeting. RB will advertise the Clerk Role to a wider audience on Social Media to see if there is any interest.</p> | |
| <p style="text-align: center;">There being no other business the meeting closed at 9.45pm. The next meeting is the Annual Parish Council meeting and will be held on Thursday 5th July 2018 at 7.30pm in the Old School Room.</p> | | |

Signed Date