

Sydenham Parish Council

Minutes of Parish Council meeting 6th February 2020 at 7.30pm in the Old School Room

Present: Alison Isherwood (AI)
 Michael May (MM)
 Cheryl Belson (CB)
 Heather Mullins (HM) – Clerk

Apologies: David Wilkins (DW)
 Hayley Smith (HS)

The meeting was pleased to welcome Graham Blackman from Feltham Construction

169	Members' declaration of interests (for items on the agenda)	No interests declared.	
170	Approval of minutes	The minutes of the previous meeting were approved and signed.	
171	Feltham Construction	A most helpful discussion took place regarding the plans and working arrangements for the development at Sydenham Grove. Information was provided regarding the proposed program of works, and the process by which any issues arising can be communicated to the Site Manager. The letter circulated to the centre of the village, which contains helpful information for residents, will be reproduced in the newsletter. Parking, working hours, and discharge of planning details were discussed. Feltham will provide regular updates for circulation via Sydenham Mail, and representatives will attend the parish council meetings each month.	
172	Planning P20/S0011/FUL	Manor Farm, Brookstones, Sydenham OX39 4LZ Conversion and alteration of existing barn to form dwelling with parking and amenity space Parish Council recommendation: objection	
	P20/S/0187/HH	Wykehams Barn, Brookstones, Sydenham OX39 4LY Glazing amendments to existing full height glazed screens Parish Council recommendation: no objection	
	P20/S0322/HH and P20/S0323/LB	Forge Cottage, Sydenham Road, Sydenham OX39 4LT Provision of external flue to rear (retrospective) Parish Council recommendation: no objection	
	P19/S4390/HH	Clemvelling, Thame Road, Sydenham OX39 4LA Construction of single storey side extension, flat roof rear dormer and velux roof lights in association with loft conversion, removal of flat roof over existing utility room and replace with pitched roof, removal	

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		of existing glass roof to conservatory and replace with flat roof. Internal alterations in association with structural changes. SODC Decision: planning permission granted	
173	Finance	The following items were approved for payment: £3.17 SSE telephone box January £7.96 Buzz Networks virtual landline £354.20 Clerk's salary for February £330.00 RCOH Ltd, Neighbourhood Plan £28.40 Clerk's expenses, sign lamination and printer cartridges £19.32 Fayre – CB expenses, GoDaddy domain renewal	
174	NatWest Current a/c: b/f £4,208.53 NatWest Reserve a/c: b/f £24,144.34	Payments: £3.17 SSE, January supply for defibrillator £7.96 Buzz Networks virtual landline (Jan) £354.20 Clerk's salary for January Receipts: £766.19 Transfer from Fayre account closure £3,000.00 Grant from OCC Councillor Priority Fund £4.10 interest for January	Closing balance at 31/01/20 £7,609.39 £24,148.44
175		Finance report – outturn against budget circulated. It was agreed that the RFO should transfer funds between the current account and reserve account as required to maximise the interest payments whilst maintaining a sensible current balance. DM Payroll Services to be renewed at £120 per annum, effective April 2020	
176	Matters carried forward	SSE Work has recommenced and SSE are hoping to be pulling cables within the next couple of weeks.	MM
177		Playing Field Trees on village green and in playing field require some trimming.	DW
178		Speeding and proposed chicane The scheme for the proposed chicane in Park View/Sydenham Road is with OCC Highways for approval and an update is awaited regarding the process for implementation. The grant application to the Councillor Priority Fund has been successful and £3,000 has been received.	MM
179		Neighbourhood Plan The examiner's report has been received and final recommended amendments are being made to the Plan before it is submitted to SODC. The referendum process is due to commence on February 14 th when the finalised document will be available to view, and the referendum itself likely to be 26th March.	MM

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180		Footpaths and bridleways A grant application has been submitted to TOE to enable stiles on the Thame Park route to be replaced with gates. Lack of accessibility on this footpath was highlighted by the recent Leisure Survey. Options for improving the ground conditions and access to Sewells Lane are to be investigated, and OCC Rights of Way to be consulted.	DW/HM
181		Gully clearance The gully outside Burrows Farmhouse has been cleared, and reported blocked drains between the Mill House and Kingston Stert have been cleared by OCC. Thames Water have cleared the blocked sewer drain outside Slade Farm.	
182		Sydenham Fayre sub committee The first committee meeting will be held on February 12 th . A cost forecast to be issued to the parish council to enable payments to be authorised as required. The Fayre monies have now been transferred in full to the parish council account and the Fayre account closed.	
183		Parking on the village greens The signs have proved effective and will be relocated as needed. One to be moved to the verge outside Castles Farm. Once the weather improves it will be necessary to reinstate verges where vehicles have destroyed the edges.	HM
184		Website accessibility The website has been run through the web accessibility tool, and several areas of improvement have been identified that can easily be achieved. These amendments to be made in the first instance, and the website to be evaluated once these are in place.	CB/HM
185	Matters arising	VE Day celebrations It was agreed that the parish council will not be organising an event. The churchwardens to be contacted regarding the option of organising celebrations in connection with the national Ringing Out for Peace. Spring Litter Pick HS to be asked for a suggested date and to organise.	AI HS
186	Correspondence	Aston Rowant Neighbourhood Plan OCC - Emergency Planning Survey Community First Oxfordshire – Oxfordshire Rural Services Survey	Syd Mail HM HM
187	Any Other Business	Daffodil planting – audit to be undertaken Village gates at pinch point and Stert	All AI/DW
There being no other business the meeting closed at 9.50pm The next meeting date will be Thursday 5 th March at 7.30pm in the Old School Room			

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