

# Sydenham Parish Council

Minutes of Parish Council meeting held on 7<sup>th</sup> April at 7pm held in Old School Room

Present: Michael May (MM) - Chair  
Alison Isherwood (AI) - Vice Chair (acting as Clerk)  
David Wilkins (DW)

Apologies: Cheryl Belson (CB)  
Hayley Smith (HS)  
Heather Mullins (HM) – Clerk

001	<b>Members' declaration of interests (for items on the agenda)</b>	None	
002	<b>Minutes of previous meeting</b>	The minutes of the previous meetings were approved and signed.	
003	<b>Planning</b>	<p>P21/S3405/O Park House, Workshop, Park View, Sydenham Development work Amendment No. 2 – as amended by updated Flood Risk Assessment Report received 21<sup>st</sup> March 2022 <i>For information</i></p> <p>P21/S1458/FUL Wayside Stert Road Chinnor OX39 4NL Demolition of existing three bedroom detached dwelling house and outbuildings; Construction of new private self-contained seven bedroom dwelling house with landscaping (as amended to reduce the scale of the development and revise the layout) <i>SODC decision – planning permission granted</i></p> <p>P22/S0730/HH 1 The Cottage, Brookstones, Sydenham OX39 4LZ Erection of a single detached garage <i>SODC decision – planning permission granted</i></p>	
004	<b>Finance</b>	<p>The following items were approved for payment:</p> <p>£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 £46.12 DW expenses – fuel for mower £50.00 Reimburse RB for fairy doors – Fayre expenditure</p>	
	NatWest Current a/c: b/f £1,335.19	<p>Payments:</p> <p>£418.75 Clerk's salary for February £31.20 Pet Waste Solutions – dog bin emptying February £204.29 Clerk's expenses – speed gun and additional cover £150.00 OALC membership renewal for 2022-23 £150.00 Clerk's expenses – 20isPlenty bin stickers</p>	Closing balance at 31/03/22

Signed ..... Date .....

	NatWest Reserve a/c: b/f £26,272.91	£104.07 DW expenses – planting barrels x 3 £94.10 HS expenses – hedging plants for Platinum Thicket £23.76 Glasdon UK Limited – dog bin post fixings £400.00 Repairs to Old Sun Sign £7.96 Virtual Landline, reimburse clerk £4.55 SSE telephone box supply for defibrillator £50.00 Reimburse RB for fairy doors £35.00 ICO registration annual fee Receipts: £500.00 transfer from reserve account £500.00 transfer from reserve account  Receipts: £0.22 interest in March Payments: £500.00 transfer to current account £500.00 transfer to current account	£661.51            £25,273.13
005		The audit documentation for year ending 31 <sup>st</sup> March 2021 was presented to the Council and approved. Sections 1 and 2 of the Annual Governance and Accountability Return were approved and signed by the Chair and covering clerk for submission to the external auditor. Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return - dates agreed Monday 6 <sup>th</sup> June to Friday 15 <sup>th</sup> July. VAT reclaim is being prepared – claim in the region of £2k	
006		NALC national salary award 2021-22 – increase agreed to be paid and backdated to 1.4.21	
007	<b>Matters carried forward</b>	<b>Platinum Thicket</b> Wooden sign to be ordered. Wording ‘Platinum Thicket part of the Queen’s Jubilee Canopy 2022’ Additional bark has been laid on the footpath across the allotments by Potts posy.	HM
008		<b>Playing field</b> Hedging planting to be done this month. Edging around swings needs to be replaced. Goal has been repaired but will be replaced in the near future.	DW
009		<b>Speeding on B4445 and through the village</b> Chicane is out to public consultation and will go to Committee at OCC on 23.6.22. VAS sign on B4445 has been moved to opposite side of the road as agreed. SWARCO engineer will visit the village on 19.4 for final testing and downloading. Sign on approach from Thame direction is not currently working so will ask engineer to look at this when in the village.	MM/AI

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		20mph application; Oxfordshire County Council will be in phase 1 of project, evidence to support and whole village to be included. Bin stickers to be delivered to all houses on the main road.	MM/DW/AI
010		<b>Village repairs and maintenance</b> Gates need to be painted, awaiting better weather. New signs have been ordered. Barrels to be placed on pinch points to be filled with compost and plants.	DW HS
011		<b>Footpaths and bridleways</b> The Jays surfacing is working well. MM to meet with Garth Weston regarding a top up of hardcore. Gate to allotment field is due to be delivered in early May and it will be installed shortly after. Sewells Lane will need cutting in late spring.	MM AI
012		<b>Faster broadband</b> Emmington end of the village have fibre to premises installed and available to order. Work in centre of the village to commence shortly.	MM
013		<b>Emergency plan</b> Revisions have been made and further amendments required. Generator has been moved from The Crown and is stored within the village. In the event of an emergency the generator would be deployed at the OSR, subject to agreement.	MM/HM AI
014		<b>Fayre Committee report</b> Meeting next week.	
015		<b>Document retention and disposal policy</b> A few comments and possible amendments.	MM/HM
016		<b>Change of domain for parish council emails</b> Leave for the moment. MM to have a PC email address on the current website. <a href="mailto:parishcouncilchair@sydenhamvillage.co.uk">parishcouncilchair@sydenhamvillage.co.uk</a>	HM
017		<b>Arrangements for Annual Parish Meeting</b> Invite villagers to come and hear about activities in the village with a fun quiz and refreshments. Promotion via newsletter, Facebook page and Sydenham Mail with a flyer at the beginning of May. Jeanette to be invited.	DW/All
018		<b>Clerk's Annual Review</b> HS to feed back comments to Clerk	HS
019	<b>Matters Arising</b>	<b>Date of the Annual Parish Council meeting</b> Due to councillor availability this will need to be moved.	

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020		<b>LGA Model Code of Conduct</b> SODC are recommending a new code of conduct based on the LGA Model Code which has been agreed by all the Oxfordshire Monitoring Officers. Parish Councils will then be contacted by the Monitoring Officers endorsing the code and encouraging its adoption at their annual meetings in May.	
021		<b>Power cuts</b> MM investigating recent power cuts with SSE.	MM
022	<b>Correspondence</b>	OALC – what would your council like the NALC to be doing Neighbourhood Plan Continuity Officer – results of Thame & area housing needs survey SSEN – grants for Resilience for Emergency Events and for Vulnerability 1 Sydenham Grove – fencing plans OALC – March monthly update	
023	<b>Any Other Business</b>	None	
There being no other business the meeting closed at 9.30pm. The next meeting date to be agreed.			

Signed ..... Date .....