

Sydenham Parish Council

Minutes of Parish Council meeting 6th June 2019 at 7.30pm in the Old School Room

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

Apologies: David Wilkins (DW)

031	Members' declaration of interests (for items on the agenda)	No interests declared.	
032	Approval of minutes	The minutes of the previous meeting were approved and signed.	
033	Planning	<p>P18/S1830/FUL Croxford's Orchard, Sydenham Road OX39 4NE Construction of a new barn (as amended by plans received 4 September 2018 re-siting the barn a metre to the south, reducing its length by two metres, reducing its height and altering the design and materials to a feather edged boarding over a brick plinth wall and plain clay roof tiles). SODC decision: Planning permission granted</p> <p>P19/S1401/HH The Old Bakery, Sydenham Road OX39 4NB Amendment to planning consent P19/S0468/HH Demolition of existing garage and part rear extension. Construction of single storey part side part front extension and single storey rear extension and altered fenestration. Parish Council recommendation: Objection</p> <p>P19/S1412/FUL Manor Farm, Brookstones OX39 4LZ Conversion and alteration of existing barn to form dwelling with parking and amenity space Parish Council recommendation: Objection</p>	
034	Finance	<p>The following items were approved for payment:</p> <p>£ 3.09 SSE Telephone box £354.20 Clerk's salary June £7.96 Buzz Networks Limited, virtual landline (repay clerk) £360.00 Holmes Technical Building Services, labour for playing field gates (materials previously approved) £144.00 Rachel Blake expenses - Print Shop, speed signs £21.87 DW expenses – fuel for mower £10.00 AI expenses – diesel for van</p>	

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035	<p>NatWest Current a/c: b/f £17,748.72</p> <p>NatWest Reserve a/c: b/f £12,122.60</p>	<p>Payments:</p> <p>£347.30 Clerk's salary, April £244.30 RB expenses – Go Daddy renewal, 3yr agreement £216.00 Auditing Solutions Limited – internal audit fee £434.13 Clerk overtime, March £94.62 David Wilkins expenses – mower repairs £3690.00 O'Neil Homer – Neighbourhood Plan consultation £36.83 Clerk's expenses £10.00 Alison Isherwood expenses – diesel for van £69.27 David Wilkins expenses – Annual Parish Meeting £3.09 SSE Telephone box supply - April £351.95 Clerk's salary, May</p> <p>Receipt: £2.06 interest</p>	<p>Closing balance at 31/05/19</p> <p>£11,165.23</p> <p>£12,124.66</p>						
036		<p>Finance report – outturn against budget circulated. The audit documents have been submitted to the external auditor and all accounts documents published on the website. The van insurance is due for renewal in July – comparative quotes to be sourced. The annual grants were discussed and reviewed, and the following payments were agreed for payment this month:</p> <table data-bbox="478 996 997 1108"> <tr> <td>Citizen's Advice Bureau Thame</td> <td>£100</td> </tr> <tr> <td>Sydenham Newsletter</td> <td>£600</td> </tr> <tr> <td>Chinnor Village Centre</td> <td>£50</td> </tr> </table> <p>The payment to the OSR to be discussed in July. A request has been made for the Parish Council to pay for two cuts of the churchyard, at £150 per cut. This payment was agreed once invoiced by Mr Roy Harrison. The cost of the defibrillator battery has kindly been covered by the village charity account, and a cheque received for this.</p>	Citizen's Advice Bureau Thame	£100	Sydenham Newsletter	£600	Chinnor Village Centre	£50	
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037	Matters carried forward	SSE – the final stage is due to start in August and the cables will be in the ground before the winter.							
038		<p>Speeding The pinch point installation is rescheduled for October due to other road closures in place locally. The drain investigations will take place at the same time. The parish council has started to look at possible options for a second phase of traffic calming closer to Park View/The Inn at Emmington, and hopes to hold a meeting in July to engage with villagers and seek opinion. PCSO Graham Davey has approved two further sites for the SID to be used toward the Stert end of Sydenham Road during the next Community Speedwatch.</p>							
039		<p>Playing Field One of the swing uprights needs to be replaced. There is a spare</p>							

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		upright remaining from the previous work, which will be installed by Holmes TBS. The play bark level needs to be topped up and will be sourced by DW. The cost of this was approved to enable an order to be placed.	DW
040		Road drainage and ditches The road closure scheduled for October will enable investigation into the continued drainage problems opposite Byre House.	
041		Neighbourhood Plan The final version of the Plan was approved for formal submission to SODC.	MM/HM
042		Dog hygiene bin The cost of installing another bin was discussed together with the ongoing emptying costs. As there is a normal bin outside the playing field (which can be used for bagged dog waste) and a bin on the Emmington road has been requested from Chinnor Parish Council it was decided not to proceed at present. Village opinion on the need for another bin will be sought at the proposed meeting for traffic calming.	
043		Adoption of revised Standing Orders and Financial Regulations Both documents were approved for adoption.	
044	Matters arising	Old School Room House The Parochial Church Council are still undecided on whether to sell the property. A rent increase has been implemented which does not comply with the terms previous set. The tenant is seeking advice, and letters of objection have been sent to the PCC by concerned parties. The Parish Council to liaise with the village members of the PCC to ensure coordinated support for the tenant.	MM/AI
045		Chinnor Neighbourhood Plan Review The revised plan includes the sites that have been granted on appeal.	
046		Sydenham Grove The Construction Traffic Management plan issued as part of P19/S1621/DIS refers to utilising local legal consenting parking when required. It was suggested that the Parish Council offer to liaise with the contractor to find suitable parking by arrangement. There has been no further information from SOHA regarding the materials to be used – planning officer to be contacted. A meeting with the new Chief Executive to be requested.	HM MM
047	Correspondence	Chinnor Parish Council – Neighbourhood Plan Review OCC – Traffic Sensitive Streets consultation	
048	Any Other Business	Request to remove unnecessary temporary signs (housing developments).	

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		<p>Clerk leave requested – cover arrangements. VE Day celebrations May 2020 – possible village celebration. Village Fayre as a sub-committee of the Parish Council – to be discussed at next meeting. Other points for next agenda: grant applications for footpaths/stiles, village clean-up dates going forward, and grass cutting/verges.</p>	
<p style="text-align: center;">There being no other business the meeting closed at 10.00pm The next meeting date will be Thursday 4th July at 7.30pm in the Old School Room</p>			

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