

Sydenham Parish Council

Minutes of the Parish Council meeting held on 2nd November at 6pm at Brook Cottage, Brookstones

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

Apologies: Cheryl Belson (CB)

150	Members' declaration of interests (for items on the agenda)	None.	
151	Minutes of previous meeting	The minutes of the previous meetings were approved and signed.	
152	Planning	P22/S3275/S73 and P22/S3289/LB Forge Cottage Sydenham Road Sydenham OX39 4LT Application to vary condition 2 (approved plans) on application P21/S2977/HH - 3 conservation rooflights instead of approved rear dormer (Double storey side extension) <i>SODC decision – planning permission granted</i>	
153	Finance	The following items were approved for payment: £7.96 Virtual Landline £4.55 SSE electricity supply for defibrillator £426.25 Clerk's salary £36.00 Pet Waste Solutions £40.89 DW expenses – fuel for mower £223.60 GoDaddy renewals for domain and email £69.00 HS expenses – plants, bulbs and compost £85.00 Dulux paint for telephone box £6.99 Clerk's expenses – printer paper £17.99 Amazon – printer cartridge	
	NatWest Current a/c: b/f £396.03	Payments: £39.89 DW expenses – fuel for machines £36.00 Pet Waste Solutions – dog bin emptying £7.96 Virtual landline £4.55 SSE Southern Electric – supply to defibrillator £17.99 Amazon – printer cartridge £23.49 Safe custody fee £600.00 Grant to Sydenham Newsletter £426.25 Clerk's salary for October Receipts: £800.00 transfer from reserve account	Closing balance at 31/10/22
	NatWest Reserve a/c: b/f £36,992.03	Payments: £800.00 transfer to current account Receipts: £12.03 interest in October	£39.90
			£36,204.06

Signed Date

154		The draft budget was discussed and minor amendments made. It was agreed that the precept would be kept at £16,000. Budget to be finalised and approved at the December meeting.	
155	Matters carried forward	Platinum Thicket and wildflower meadow The repair is in hand, subject to weather.	HS
156		Playing field A replacement mower is being sourced.	DW
157		Chicane installation on B4445 Councillors to attend CPC meeting on 7 th November to discuss the project. The quote from Drayton is being chased up. The VAS sign data download is not working, fault reported to Swarco engineer.	MM/DW HM
158		Village 20mph zone Highways have been asked for a progress update.	MM
159		Village repairs and maintenance The annual maintenance plan has been discussed with the contractor, awaiting their confirmation. This is to include the following work: In March - cut to verges, footpaths, and hedges if required In May - cut to verges In September – cut to verges, hedges and ditching work Telephone box to be re-painted in the spring.	DW/MM HM
160		Footpaths and bridleways Footpath works to Sewells Lane have been discussed as part of the maintenance plan. The drainage before the bridge could be improved by installing a pipe, digging a reserve pond and forming a bank. This could take approximately one day's work – expenditure approved. If possible, this work will be undertaken in the next couple of weeks, otherwise in the Spring.	
161		Fayre Committee report The committee is meeting on 17 th November. Three iZettle machines to be purchased @ £29 each Forecasted costs for the Sleigh are for sweets and driver reimbursement.	HM
162		OSR storage and record archiving The records have been deposited with Oxford History Centre. With permission from the newsletter team, back issues of Sydenham Newsletter will be catalogued within the local history section.	
163		Road sweeper A working party to clear the roadside weeds to be organised for 27 th November, then the road sweeper to be booked.	MM HM

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164		Register of Interest forms The format of the new forms has been clarified. Paper copies to be distributed for completion.	HM
165		Generator DW to attend the OSR committee meeting on 10 th November. The generator connection to be discussed as part of this – quote received for £200. Generator service to be organised.	DW
166		Classification of Sewells Lane on the Definitive Map Oxfordshire County Council have been contacted for advice.	MM
167		Plough Corner tree planting SOHA have been contacted to ask about the stump removal and replacement trees.	
168		Purchase of flag pole Different options were discussed. Expenditure of £75 agreed for heavy duty aluminium flag pole and flag.	HM
169	Matters Arising	Parish Council elections These will be held in May 2023, and some recruitment may be required in the new year. DW to organise another village quiz.	DW
170	Correspondence	SODC – Improving engagement with Town and Parish Councils OCC – Vision Zero road safety event 24 th November OALC monthly update – land registry query	MM MM
171	Any Other Business	OSR meeting 10 th November, DW to attend Cycle link to Phoenix Trail – response to be sent to Cllr Kate Gregory NatWest Safety Deposit – with the closure of the branch the documents for secure storage have been relocated. Ditch clearance along B4445 towards the Inn at Emmington	AI MM DW
There being no other business the meeting closed at 7.50pm. The next meeting will be held on Thursday 1 st December at 6.00pm in the OSR			

Signed Date