

# Sydenham Parish Council

Minutes of virtual Parish Council meeting 2<sup>nd</sup> July 2020 at 7.30pm

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

Apologies: Hayley Smith (HS)

Under the current restrictions concerning Coronavirus it was not possible for the scheduled meeting of the Parish Council to take place in the Old School Room. In line with The Corona Virus Act 2020 section 78(2) this meeting was held remotely. Meetings will continue to take place virtually until otherwise advised as per guidance from OALC. The meeting was pleased to welcome two members of the public.

<b>065</b>	<b>Members' declaration of interests (for items on the agenda)</b>	No interests declared.	
<b>066</b>	<b>Approval of minutes</b>	The minutes of the previous meeting were approved and will be signed in due course.	
<b>067</b>	<b>Planning</b>	<b>Appeal APP/Q3115/W/20/3250547</b> Manor Farm, Brookstones, Sydenham OX39 4LZ Conversion and alteration of existing barn to form dwelling with parking and amenity space. Original application reference P20/S0011/FUL <i>Objection to be submitted</i>	
<b>068</b>	<b>Finance</b>	The following items were approved for payment, including forecasted payments during the summer break as there is no scheduled meeting in August: £3.17 SSE telephone box £7.96 Buzz Networks virtual landline £407.98 Clerk's salary for July £42.93 DW expenses, fuel for mower £13.50 HM expenses, laminated signs £14.39 CB expenses, Zoom charges £59.99 Microsoft 365 renewal £298.96 Insurance renewal for van £200.00 MOT and service for van (estimate) £82.20 ROSPA inspection for the playing field (tbc) £3.17 SSE telephone box (Aug) £7.96 Buzz Networks virtual landline (Aug) £407.98 Clerk's salary for August £44.85 SODC dog bin emptying 1.4.20-30.6.20 (tbc)	

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069	<p>NatWest Current a/c: b/f £964.80</p> <p>NatWest Reserve a/c: b/f £34,668.04</p>	<p>Payments:</p> <p>£354.20 Clerk's salary for May £7.96 Buzz Networks virtual landline £10.01 AI expenses – fuel for van £3.17 SSE telephone box £37.74 Clerk expenses, printer cartridges</p> <p>Receipts:</p> <p>£105.00 Plants sales, Sydenham Fayre £500.00 transfer from reserve account</p> <p>Receipts:</p> <p>£0.30 Interest for June</p> <p>Payments:</p> <p>£500.00 transfer to current account</p>	<p>Closing balance at 30/06/20</p> <p>£1,156.72</p> <p>£34,168.34</p>
070		OSR grant payment to be made and invoice requested for the hall hire	HM
071	<b>Matters carried forward</b>	<p><b>Community actions during the coronavirus outbreak</b></p> <p>The book swap box in the telephone kiosk is very successful.</p>	
072		<p><b>Feltham Construction</b></p> <p>The weekly updates shared on the village website now include photos. Vehicles arriving and leaving site have been asked to comply with the traffic management plan and to keep to the speed limits. Feltham Construction to be contacted to stress the importance of the recommended access route to the site being used, especially over the summer months when there are more pedestrians.</p>	HM
073		<p><b>SSE</b></p> <p>Permits for the remaining roadworks have now been granted and with associated works nearly complete the project should be finished by the end of August.</p>	
074		<p><b>Playing Field</b></p> <p>In line with guidance from OALC, SODC and OPFA the play equipment will be open for use with effect from 4<sup>th</sup> July. This will be on the basis that users do so at their own risk as the equipment and play area cannot be cleaned. Social distancing must be respected. A sign to be put on the entrance gate.</p>	DW
075		<p><b>Speeding and proposed chicane</b></p> <p>The proposal for the chicane was presented to the OCC Decisions Meeting on 18<sup>th</sup> June where it was agreed that the chicane would be relocated 5 metres closer to the Inn at Emmington. A letter of authorisation is awaited from OCC. Five contractors have been asked to quote for the works and of these three have declined to bid. Contractors to be asked to confirm price and availability based on the revised design.</p>	MM

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076		<b>Traffic survey on B4445</b> OCC have advised that the speeds on the B4445 are too high for a pinch point to be installed – suggest that lowering the speed limit between Chinnor and Emmington be part of the scheme as previously suggested. A request to be made to Chinnor PC to join their next meeting with traffic calming on the agenda.	AI/MM
077		<b>Reinstatement of the Brookstones verges</b> Log rounds have been placed along the edges of the Brookstones village greens to protect the verges, however these are to be removed at the request of villagers. The situation will be reviewed in the autumn once the weather becomes wetter.	DW
078		<b>Annual donations including request from OSR trustees</b> Payment of £500 approved, and an invoice to be requested for the annual hall hire.	HM
079	<b>Matters Arising</b>	<b>Village gates</b> Discussion included finding approved local contractors for works such as this. OALC to be contacted, and other local clerks.	HM
080		<b>Footpath issues</b> Bridleways 2 and 11 have been reported on FixMyStreet. Some clearance has been undertaken further up the Sewells Lane bridleway, and a quote is being obtained for flattening the wide stretch between Sewells Lane and the allotment access.	DW
081		<b>TOE grant for Thame Park route</b> The project can now be progressed and the TOE grant formally accepted. The contractor on whose quote the grant was based is no longer available to carry out the work. Secure-a-Field are the selected contractor – to be booked to carry out the work at their earliest availability. This quote is £3418 and the grant from TOE is £2922 (net). The remaining balance payment is approved from reserves. TOE to be asked for an extension on the completion deadline due to the pandemic.	HM HM HM
082	<b>Correspondence</b>	SODC Democratic Services – register of interests and contact details. (All councillors have confirmed these are up to date). SSEN – update regarding recent power cuts.	All
083	<b>Any Other Business</b>	Annual audit actions that would normally be undertaken at the Annual Meeting in May to be checked in September, clerk to circulate documents prior to next meeting. The meeting start time to be brought forward to 7pm as of September.	HM
There being no other business the meeting closed at 10.00pm The next meeting date will be Thursday 3 <sup>rd</sup> September at 7.00pm – virtual meeting			

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