

Sydenham Parish Council

Minutes of virtual Parish Council meeting 4th June 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.

045	Members' declaration of interests (for items on the agenda)	No interests declared.	
046	Approval of minutes	The minutes of the previous meeting were approved and will be signed in due course.	
047	Planning	None	
048	Finance	<p>The following items were approved for payment:</p> <p>£3.17 SSE telephone box £7.96 Buzz Networks virtual landline £607.54 Clerk's salary for June, including backdated pay £37.74 HM expenses, printer cartridges £10.01 AI expenses, fuel for van £140.00 van road tax, DD payment due 17th June Generator service if required</p>	
049	<p>NatWest Current a/c: b/f £1,692.22</p> <p>NatWest Reserve a/c: b/f £35,662.47</p>	<p>Payments:</p> <p>£354.20 Clerk's salary for April £7.96 Buzz Networks virtual landline £222.00 Auditing Solutions, internal audit fee £31.53 DW expenses – fuel for mower £3.17 SSE telephone box £750.00 Fayre – donation to Sydenham Newsletter £358.56 BHIB Insurance renewal</p> <p>Receipts:</p> <p>£1,000.00 transfer from reserve account</p> <p>Receipts:</p> <p>£5.57 Interest for May £1,000.00 transfer to current account</p>	<p>Closing balance at 31/05/20</p> <p>£964.80</p> <p>£34,668.04</p>

Signed Date

050		<p>The Annual Governance and Accountability Return and supporting documents have been submitted to the external auditor and the notice of public rights has been displayed.</p> <p>The large increase in fees for dog bin emptying has been challenged with SODC - the increase is due to the lack of subsidy.</p> <p>Enquiries are being made for alternative quotes.</p>	HM
051	Matters carried forward	<p>Community actions during the coronavirus outbreak</p> <p>Volunteers continue to help with shopping, and the latest edition of the puzzle book has been distributed.</p>	
052		<p>Feltham Construction</p> <p>Weekly updates of the programmed works are being provided and shared on the village website.</p> <p>Queries regarding lorries speeding through the village and incorrectly accessing the site from the Emmington end of the village have been swiftly resolved by the site manager.</p> <p>It was suggested that a weekly photo diary be kept of progress on site for village interest. Permission to be sought from Feltham.</p>	HM
053		<p>SSE</p> <p>Works are expected to resume this month with a probable completion date in August.</p>	
054		<p>Playing Field</p> <p>Following advice sought from Oxfordshire Playing Fields Association and OALC the playing field can be reopened as long as the play equipment is clearly roped off and signed as out of use. Anyone using the playing field must be responsible for social distancing.</p> <p>Barrier tape and signs to be put in place as soon as possible.</p>	DW/AI/HM
055		<p>Speeding and proposed chicane</p> <p>Cllr Matelot has forwarded details of the Active Travel scheme – this is to be investigated with regards to a 20mph zone promoting safety for cyclists.</p> <p>The consultation for the proposed chicane has now finished, and a query regarding the positioning has been raised with OCC to seek advice. Quotations are being obtained for the scheme.</p>	AI MM
056		<p>Clerk's annual review</p> <p>This has been completed. With effect from 1st April 2020 the working hours will be 25 per month and a revised contract will be issued.</p> <p>The pay increments have been reviewed - SCP27 is effective from 1st July 2019, and SCP28 is effective from 1st April 2020. The associated back pay has been calculated and applied by the payroll services.</p>	AI
057		<p>Traffic survey on B4445</p> <p>A speed survey was conducted by Chinnor PC and their current proposal is to install rumble strips on the straight stretch of road between Chinnor and Emmington which do not slow traffic, only act as</p>	

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		a warning. Sydenham PC is investigating a pinch point closer to the Emmington junction as the preferred method of traffic calming. Liaison to continue with Chinnor PC as Sydenham are in support of a scheme in this location. The lack of visibility at the Emmington junction and the missing junction warning sign to be reported on FixMyStreet	AI HM
058		Reinstatement of the Brookstones verges Turfing and topsoil/seed options were discussed – best carried out in the Autumn. Until then it is important to keep vehicles off the grass to prevent further erosion. The option of using log rounds to be investigated.	DW
059		Annual donations including request from OSR trustees A review of CIL income will take place once the traffic calming is complete, together with a review of village projects. OSR to be paid the budgeted annual grant together with hall hire – total £500.	HM
060	Matters Arising	Village gates New posts are required at the Stert end – to be looked at when SSE reinstate the verges. Gates to be sanded and painted.	DW/MM /HM
061		Footpath issues The quarterly list has been issued by OCC and a query has been made regarding competed items still showing. Overgrown paths can be reported on FixMyStreet – bridleways 2 and 11 to be reported. Options for flattening the Sewells Lane bridleway are being explored	HM DW
062		TOE grant for Thame Park route Lifting of covid restrictions should make it possible to arrange the meetings to progress this.	MM/DW
063	Correspondence	SODC – Deep cleanse Cllr Matelot – Active Travel Scheme Marie Curie – request for donation Oxfordshire Association for the Blind – request for donation	HM AI
064	Any Other Business	Emergency Plan – Kingston Blount village hall have given permission for the hall to be included – plan to be revised accordingly The hedge along the narrow road stretch between the pinch point and the playing field needs to be looked at with a view to safety and damage to vehicles. May need to be reported on FixMyStreet.	HM DW
There being no other business the meeting closed at 10.00pm The next meeting date will be Thursday 2 nd July at 7.30pm – virtual meeting			

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