

Sydenham Parish Council

Minutes of the Parish Council meeting held on 4th April 2024 at the Old School Room

Present: Michael May (MM) - Chair
 Vicki Roe (VR) - Vice Chair
 David Wilkins (DW)
 Hayley Smith (HS)
 Tara Glen (TG)
 Heather Mullins (HM) - Clerk

The meeting was pleased to welcome two members of the public.

001	Members' declaration of interests (for items on the agenda)	Tara Glen declared a declaration of interest in Planning Application P24/S0911/FUL	
002	Minutes of previous meeting	The minutes of the previous meeting were approved and signed.	
003	Planning	<p>P24/S0911/FUL Land adjoining Park House, Park View, Sydenham, OX39 4LQ Erection of a detached dwelling with parking and amenity space <i>Parish Council response - objection</i></p> <p>P24/S0606/HH 1 Sydenham Grove, Sydenham, OX39 4LP Proposed loft conversion with rear dormer and velux windows to front elevation <i>SODC decision – planning permission granted</i></p> <p>P24/S0615/HH The Water Lane, Brookstones, OX39 4LY Erection of a greenhouse <i>SODC decision – planning permission granted</i></p>	
004	Finance	<p>The following items were approved for payment:</p> <p>£8.75 Virtual Landline £5.06 SSE electricity supply for defibrillator £476.25 Clerk's salary £36.00 Pet Waste Solutions £28.80 Newton Newton Flag Makers £36.82 DW expenses – fuel for mower £60.00 JPS Print Consultants – APM flyers £11.99 Amazon – cat silhouettes Expenditure for printer cartridges</p>	
	NatWest Current a/c: b/f £131.99	<p>Payments:</p> <p>£476.25 Clerk's salary for February £5.41 SSE Energy Solutions - supply to defibrillator £43.13 Reimburse Cheryl for domain renewal £130.00 Booking fee for Mr Marvel £115.20 Reimburse Cheryl for website hosting subscription</p>	Closing balance at 31/03/24

Signed Date

	<p>NatWest Reserve a/c: b/f £32,301.84</p>	<p>£22.17 DW expenses - fuel for machines and mower £36.00 Pet Waste Solutions - dog bin emptying in February £168.00 OALC membership renewal 2024-2025 £300.00 OCC provision of salt bin £456.00 OCC two traffic surveys £11.99 Amazon - cat silhouettes £8.75 Virtual Landline £600.00 Grant to Sydenham Newsletter £400.00 Donation to Chinnor Village Centre £60.00 JPS Print Consultants - APM flyers £28.80 Newton Newton Flags - D-Day peace flag £35.00 ICO registration renewal</p> <p>Receipts: £500.00 transfer from reserve account £250.00 transfer from reserve account £1000.00 transfer from reserve account £1000.00 transfer from reserve account £100.00 transfer from reserve account £50.00 transfer from reserve account</p> <p>Payments: £500.00 transfer to current account £250.00 transfer to current account £1000.00 transfer to current account £1000.00 transfer to current account £100.00 transfer to current account £50.00 transfer to current account</p> <p>Receipts: £33.77 interest received</p>	<p>£135.29</p> <p>£29,435.61</p>
005		<p>Thanks have been received from both Sydenham Newsletter and Chinnor Village Centre for the grants made.</p> <p>The audit documents were shown to the Parish Council who gave approval for them to be submitted to the internal auditor. The end of year bank reconciliation was signed and the Asset Register at 31.3.24 was approved.</p> <p>The dates of the Notice of Public Rights were approved as 3rd June to 12th July 2024.</p>	HM
006	Matters carried forward	<p>Playing field</p> <p>The slide has been repaired in time for the Easter holidays – grateful thanks to Paul Grafham.</p> <p>The edging works will be carried out when weather permits and the ditch to the front of the playing field will be cleared imminently. Expenditure (est £40) was approved.</p>	
007		<p>VAS signs and speeding</p> <p>OCC Traffic and Road Safety Team have not yet responded to the request for advice on speeding measures that could be implemented by Box House. A different contact to be tried, copied to County Councillors.</p>	VR

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008		<p>Drainage and flooding OPC attended to clear the culverts, with OCC who looked at the flooding areas. The work undertaken at the Inn (culverts and pipes flushed) has improved the situation and recent rainfall was flowing well. The ditch configuration downstream is being looked at, with plans to clear and potentially add to. There will be an investigation into the Thame Road situation during the summer. The culverts near Slade Farm are being cleared in May, with the addition of an extra culvert. Runoff from the fields is being studied.</p>	
009		<p>Footpaths and bridleways It is suggested that the gate to footpath 378 be redesigned with a 45° angle to prevent livestock getting trapped. Quote to be requested on this basis. Feedback on dog bag dispensers shows these are not required, however another bin has been requested at the Emmington end of the village. If Pet Waste Solutions can accommodate another bin on the round, purchase to be made and location confirmed.</p>	HM HM/HS
010		<p>Fayre Committee Expenditure is on target, similar schedule to last year. Stallholder fees are being paid. There will be a barn clearance on 27th April with a skip.</p>	HS
011		<p>Emergency Plan Review Volunteers have responded to the Sydenham Mail, and will be contacted to ask if their details may be stored with limited distribution.</p>	HM
012		<p>Annual Parish Meeting The second leaflet drop to take place 13/14th April. Categories and boards for the impact report were discussed, together with the running order for the evening.</p>	VR
013		<p>Old School Room C/fwd</p>	HS
014		<p>Biodiversity Duty Document approved.</p>	HM
015		<p>Litter pick Equipment booked for 20th April and Sydenham Mail will be sent asking for volunteers.</p>	
016		<p>Annual review of key documents The asset register as at 31.03.24 was approved and remaining documents are in review, to be circulated before Annual Meeting in May.</p>	MM/HM
017		<p>Insurance renewal Quotes are being sought for discussion at the May meeting.</p>	HM
018	Matters Arising	<p>Planning Control query It has been noticed that the implementation of the planning application at 18 Holliers Close may be incorrect. Planning Enforcement to be contacted.</p>	HM
019		<p>Deed of Easement</p>	

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		Further deeds of easement have been requested across Registered Village Green. Solicitors are being instructed.	HS
020	Correspondence	OCC – customer experience strategy engagement Oxford Aviation – airspace change proposal consultation CPRE – Green Defenders SODC – support for Parish Councils to take climate action Moore – audit notice to submit authority return 2023/24 OCC – Flood risk management funding opportunities	HM HM
021	AOB	The parish council is delighted to hear that The Crown has new tenants and looks forward to welcoming Andon and Galina. The Crown is an asset to the village, and the community is supportive of their new venture.	
<p style="text-align: center;">There being no other business the meeting closed at 9.35pm. The next meeting will be held on Thursday 2nd May at 7.30pm in the Old School Room, and will be the Annual Meeting of the Parish Council</p>			

Signed Date