

Sydenham Parish Council

Minutes of Parish Meeting of the Parish Council 5th July 2018

Present: Alison Isherwood (AI) - Chair
 Janet Potts (JP)
 Mike May (MM)
 Stephanie Johns (SJ - Clerk)

Apologies: David Wilkins (DW)
 Rachel Blake (RB)

1 member of the public was welcomed to the meeting.

Members' declaration of interests (for items on the agenda)	No interests declared	
Approval of minutes	The minutes of the previous meeting were approved and signed.	
Planning P18/S1889/HH	Erection of a conservatory at 12 Park View, Sydenham Road, Sydenham, OX39 4LQ Parish Council Recommendation: No Objections Target Decision date: 27^h July 2018	All
P18/S1830/FUL	Construction of a new barn at Croxford's Orchard, Sydenham Road, Sydenham, OX39 4NE Parish Council Recommendation: Should be Refused (JP/RB to prepare the response to SODC – Extension granted to 18 th July 2018) Target Decision date: 24th July 2018	
P18/S1324/HH	Two storey rear extension, porch, additional dormers & associated external works. (Amended plans received 13/06/18 showing rear extension reduced in height, the eaves height reduced & the entire extension moved further about from the eastern boundary) at Rosecroft, Brookstones, Sydenham, OX39 4LY Parish Council Recommendation: No Objections Target Decision date: 13th June 2018 (Not yet updated)	
Finance	The following items were approved for payment: £ 3.09 to SSE for Defibrillator £ 340.42 Clerk Salary (June) £1200.00 O'Neill Homer (From the Neighbourhood Plan Grant) £ 45.00 S. Johns Expenses (Print Cartridges)	
NatWest Current a/c: b/f £ 18,205.97	June Payments: £ 3.09 to SSE for Defibrillator £ 340.42 Clerk Salary (June) £ 18.35 D. Wilkins Expenses (Petrol for mower – play area) £ 13.00 K. Hardimen Expenses (Petrol for strimmer for fayre tidying) £600.00 Newsletter (Annual Grant) £500.00 Old School Rooms (Annual Grant)	

Signed Date

<p>Natwest Reserve a/c: b/f £12,106.04</p>	<p>£100.00 Citizens Advice Oxon & South Vale (Annual Grant) £ 86.80 Fane Accountancy Services (Internal Audit) Receipts: £1117.62 VAT Reclaim</p> <p>Receipts: £0.48 June Interest received</p>	<p>Closing balance at 29/06/18 £17,661.93 £12,107.03</p>
<p>SSE electricity supply</p>	<p>No further update as there is a delay in the SSE finish date as Highways approval is needed for a new road access to the new Switch Gear.</p>	<p>MM</p>
<p>Speeding / Pinchpoint</p>	<p>SJ will arrange a date & time with Geoff Isherwood to explain the process for downloading the data from the VAS on the Sydenham Road. Progress is being made towards purchasing a small van / car for approximately £1500. MM now has a quote for a Pinch-Point and will further investigate whether a survey / consultation is needed.</p>	<p>JP / SJ / MM</p>
<p>Playing Field Project</p>	<p>One of the older struts on the toddler swing has become rotten so this may need replacing. The A-Frame & other work is almost complete (including adding ropes to the Clamber Frame), however the bark space still needs extending under the Clamber Frame to include the fall zone which has been mentioned to the contractor. This may be flagged in the RoSPA inspection report (which should happen in July) but should be considered low risk. The table inside the A-Frame has been vandalised & has actually got worse.</p>	<p>RB</p>
<p>Road Drainage & Potholes</p>	<p>The blocked drain by Byre House has now been fixed during the recent road closure. Evidence of this will only be proven when it finally rains! JP is compiling a list of numbers to call in the case of potholes & drain problems as it really shouldn't be the responsibility of the Parish Council to take ownership of this. This will be in the form of a 'Stock page' to be included in the Newsletter whenever there is room.</p>	<p>DW</p>
<p>Neighbourhood Plan</p>	<p>A consultant has now been commissioned and is assisting the Neighbourhood Plan Group. Grant funding has been received by the Parish Council to pay for this. Another village meeting may be called to discuss options for the next steps regarding the village boundaries.</p>	<p>MM</p>
<p>Sydenham Grove</p>	<p>Comments for the appeal for Planning Application P17//S2649/FUL must be made by 11th July 2018 and another reminder will be sent out via Sydenham Mail. Notes were made by the Councillors and circulated via Sydenham Mail to the subscribed members of the Community & the information was also communicated to all objectors via emailed or post. The Clerk will submit the Council's response to the Appeal to the Planning Inspectorate.</p>	<p>MM</p>
<p>Succession Planning & Clerk Role</p>	<p>A couple of parishioners have shown an interest in standing as a Parish Council in the elections next May. 2 people have also shown an interest in the Clerk Role but no cvs have yet been received. SJ will hand the Laptop & files over to AI at the end of July but will remain on the payroll to help with finances on an adhoc basis until a new clerk is recruited.</p>	<p>AI</p>
<p>Matters Arising</p>	<p>VAS Insurance Claim This is ongoing as SWARCO need a Site Location plan for where the post and sign are to be installed as well as copies of the Utilities STATS plans (Gas, Water,</p>	<p>DW</p>

Signed Date

	BT, Electric etc) for the same area. The contractor who installs the post will require these to hand before any digging can begin so that they can prepare the Health and Safety file. DW is now handling this.	
Correspondence	Letter of thanks received from Chinnor Village Centre for their £250 annual grant. Email of thanks received from Citizens Advice Oxon & South Vale for their £100 annual grant	SJ
Any Other Business	None	
<p>There being no other business the meeting closed at 9.45pm. The next meeting is the Annual Parish Council meeting and will be held on Thursday 6th September 2018 at 7.30pm (There is no meeting in August) in the Old School Room.</p>		

Signed Date